



Village of Gilberts

Village Hall: 87 Galligan Road, Gilberts, Illinois 60136

Ph. 847-428-2861 Fax: 847-428-2955

www.villageofgilberts.com

VILLAGE BOARD MEETING AGENDA

Tuesday, July 5, 2022 - 7:00 p.m. - Village Hall Board Room

In accordance with recent amendments to the Open Meetings Act that authorize remote meeting attendance during the COVID-19 pandemic, the Village President has determined that it is not prudent or practical to conduct an in-person meeting for all members of the Board and the public due to the pandemic. Therefore, some of the Village Board members may attend this meeting by electronic means, in compliance with the amended OMA.

In order to comply with the Governor's executive orders regarding limitations on gatherings and to ensure social distancing, members of the public are encouraged to attend the meeting remotely via video or audio as follows:

Zoom (video and/or audio): <https://us06web.zoom.us/j/82439324169>

Meeting ID: 824 3932 4169

Dial-In (audio): (312) 626-6799

Members of the public can also submit written comments via email at info@villageofgilberts.com. Any comments received by 5:00 p.m. on July 5, 2022 will be submitted into the record of the meeting.

ORDER OF BUSINESS

1. CALL TO ORDER / PLEDGE OF ALLIEGENCE
2. ROLL CALL / ESTABLISH QUORUM
3. PUBLIC COMMENT*
4. CONSENT AGENDA
 - A. A Motion to approve Minutes from the June 21, 2022 Village Board Meeting
 - B. A Motion to approve Bills & Payroll dated July 5, 2022
 - C. A Motion to approve Resolution 36-2022, a Resolution Authorizing the Execution of an Agreement with Schroeder Asphalt Services, Inc. for the Paving of the Police Department Lot in an Amount Not to Exceed \$30,000
5. ITEMS FOR APPROVAL
6. ITEMS FOR DISCUSSION
7. STAFF REPORTS
8. TRUSTEES' REPORTS
9. PRESIDENTS' REPORT
10. EXECUTIVE SESSION**
11. ADJOURNMENT

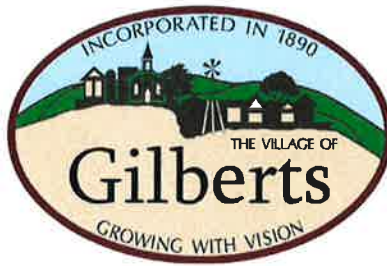
*Public Comment Policy

Anyone indicating a desire to speak during Public Comments portion of the Village Board Meeting will be acknowledged by the Village President. All remarks are to be addressed to the Village President and Board of Trustees as a whole, not to any specific person(s). To ensure that everyone who wishes to speak has the opportunity to do so, please limit your comments to five minutes. Additional time may be granted at the discretion of the Village President. If you have written

comments, please provide a copy to the Village President. If there are a number of individuals present to speak on the same topic, please designate a spokesperson that can summarize the issue. During Public Comments, the Village President, Trustees and Staff will listen to comments and will not engage in discussion. The Village President or Trustees may ask questions to better understand your concern, suggestion or request. Please direct any personnel concerns to the Village Administrator before or after the meeting. The Village of Gilberts complies with the Americans Disabilities Act (ADA). For accessibility Assistance, please contact the Village Clerk at the Village Hall, telephone number is 847-428-2861". Assistive services will be provided upon request.

****Executive Session Information**

A portion of the meeting will be closed to the Public, effective immediately as Permitted by 5 ILCS 120/2(c) (1) to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the Village, and as permitted by 5 ILCS 120/2 (c) (11) to discuss litigation against, affecting, or on behalf of the Village which has been filed and is pending in a court or administrative tribunal of which is imminent and as permitted by 5 ILCS 120/2(c) (21) to review and approve closed session minutes and as permitted by 5 ILCS 120/2 (c) 2 Collective negotiating matters.



**MINUTES FOR VILLAGE OF GILBERTS
BOARD OF TRUSTEES MEETING
Village Hall: 87 Galligan Road, Gilberts, IL 60136
Meeting Minutes
Tuesday, June 21, 2022**

1. CALL TO ORDER / PLEDGE OF ALLEGIANCE

President Zambetti called the meeting to order at 7:00 p.m. He proceeded to lead those present in the Pledge of Allegiance.

2. ROLL CALL / ESTABLISH QUORUM

Village Clerk Courtney Baker called the roll. Roll call: Members present: Trustees Corbett, Allen, Coats, and Redfield. Trustee Coats was absent. Others present: Village Administrator Brian Bourdeau, Management Analyst Riley Lynch, and Village Attorney Mark Heinle.

3. PUBLIC COMMENT

There were no public comments at this time.

4. REAPPOINTMENTS

A. Reappointment of Randy Mills as Chairman to the Plan Commission and Zoning Board of Appeals for a Term Ending on May 31, 2023 –

A Motion was made by Trustee Allen and seconded by Trustee Redfield to Reappoint Randy Mills as Chairman to the Plan Commission and Zoning Board of Appeals for a Term Ending on May 31, 2023. Roll call vote: Trustees Corbett, Allen, Hacker, Redfield, and LeClercq voted Aye. 0-nays, 0-abstained. Motion carried.

B. Reappointment of Rachel Roth to the Police Pension Board for a Term Ending on April 30, 2024 –

A Motion was made by Trustee Corbett and seconded by Trustee Allen to Reappoint Rachel Roth to the Police Pension Board for a Term Ending on April 30, 2024. Roll call vote: Trustees Corbett, Allen, Hacker, Redfield, and LeClercq voted Aye. 0-nays, 0-abstained. Motion carried.

5. CONSENT AGENDA

- A. A Motion to approve Minutes from the June 7, 2022 Village Board Meeting
- B. A Motion to approve Bills & Payroll dated June 21, 2022
- C. A Motion to approve the May 2022 Treasurer's Report
- D. A Motion to approve Resolution 30-2022, a Resolution Authorizing an Intergovernmental Agreement Between the Village of Gilberts and Kane County for Animal Control Services
- E. A motion to approve Resolution 31-2022, a Resolution Authorizing Approval of an Agreement with Midwest Power Vac to Provide Vactor Services to Clean Out Six Lift Stations and Various Locations at the Waste Water Plant in an amount not-to-exceed \$16,000.

A Motion was made by Trustee Allen and seconded by Trustee Redfield to Approve Consent Agenda items A-E as Presented. Roll call vote: Trustees Corbett, Allen, Hacker, Redfield, and LeClercq voted Aye. 0-nays, 0-abstained. Motion carried.

6. ITEMS FOR APPROVAL

There were no items for approval at this time.

7. ITEMS FOR DISCUSSION

- A. Development Concept Presentation by Representatives of Greystar for the Annexation and Development of the Property Commonly Known as Tyrrell Farm North – Representatives Yale Dieckmann and Christine Kolb from Greystar provided the Board with a presentation regarding their concept to annex and develop the property commonly known as Tyrrell Farm North. Trustee Allen advised the representatives to take into consideration the traffic concerns at the intersection on Tyrrell. Trustee Hacker stated that it would be nice to know ahead of time who the tenants would be for the facility.

8. STAFF REPORTS

Administrator Bourdeau

- All of the major work has been completed for the Timber Trails road paving project except striping and a couple punch list items.
- Public Work crews are finishing Waitcus Park.
- Smileys BBQ will be opening at the Town Center Park Concession Stand this Friday.
- 2nd audit letters will be sent out soon.

9. TRUSTEES' REPORTS

There were no trustee reports at this time.

10. PRESIDENTS' REPORT

President Zambetti did not have a report at this time.

11. EXECUTIVE SESSION

6/21/2022

Village Board Minutes

An executive session did not take place.

11. ADJOURNMENT

There being no further public business to discuss, **a Motion was made by Trustee Allen and seconded by Trustee Redfield to adjourn from the public meeting at 7:42 pm.** Voice vote carried unanimously.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Courtney Baker". The signature is written in a cursive, flowing style.

Courtney Baker
Village Clerk

Department: 00 GENERAL FUND

IPBC - INTERGOVERNMENTAL PERSONN	EMPLOYEE DENTAL CONTRIBUTION	1,708.04
IPBC - INTERGOVERNMENTAL PERSONN	EMPLOYEE HEALTH INS. CONTRIBUT	25,056.13
IPBC - INTERGOVERNMENTAL PERSONN	EMPLOYEE LIFE INSURANCE	204.10
SCHROEDER ASPHALT SERVICES	CAPITAL EQUIPMENT	1,102,587.2
ULINE	EQUIPMENT & SERVICES	133.29
Total: 00 GENERAL FUND		1,129,688.84

Department: 01 ADMINISTRATIVE

AT&T U-VERSE	COMMUNICATIONS	74.00
BEAN'S FARM INC	MAINTENANCE BUILDING	105.00
BENEFIT PLANNING CONSULTANTS,	GROUP HEALTH INS	100.00
CARDUNAL OFFICE SUPPLY	OFFICE SUPPLIES	105.55
CURRENT TECHNOLOGIES, INC.	CONTRACTUAL SERVICES	1,454.73
IL DEPT OF EMPLOYMENT SECURITY	STATE UNEMPL TAX	363.35
MENARDS - CARPENTERSVILLE	MAINTENANCE BUILDING	5.97
RICHARD SPINKER	CONTRACTUAL SERVICES	140.00
SWANK MOTION PICTURES	COMMUNITY RELATIONS	465.00
THE BUG MAN, INC	MAINTENANCE BUILDING	45.00
THE PARTY COMPANY, LLC	COMMUNITY RELATIONS	650.00
UNION NATIONAL BANK OF ELGIN	73 INDUSTRIAL PRINCIPAL	2,251.99
UNION NATIONAL BANK OF ELGIN	73 INDUSTRIAL INTEREST	1,258.55
Total: 01 ADMINISTRATIVE		7,019.14

Department: 02 POLICE

ACTION AUTO WORKS INC	MAINTENANCE VEHICLES	1,558.16
ARROWHEAD SCIENTIFIC	OPERATING EXPENSE	427.17
KIESLER POLICE SUPPLY	TRAINING EXPENSE	995.00
NORTH AMERICAN RESCUE	OPERATING EXPENSE	799.28
P.F. PETTIBONE & CO.	PRINTING	538.40
RICHARD SPINKER	MAINTENANCE BUILDING	315.00
THE BUG MAN, INC	MAINTENANCE BUILDING	36.00
VERIZON WIRELESS	COMMUNICATIONS	245.07
Total: 02 POLICE		4,914.08

Department: 03 PUBLIC WORKS

AEP ENERGY	STREETLIGHTING	230.21
B&K POWER EQUIPMENT INC	MAINTENANCE EQUIPMENT	100.40
CENTURY SPRINGS	CONTRACTUAL SERVICES	43.95
CLARKE ENVIRONMENTAL MOSQUITO	CONTRACTUAL SERVICES	2,135.00
COMMONWEALTH EDISON	STREETLIGHTING	88.50
FVA TREE SERVICE & LANDSCAPING	MAINTENANCE STREETS	400.00
MENARDS - CARPENTERSVILLE	MAINTENANCE STREETS	141.91
NAPA AUTO PARTS	MAINTENANCE VEHICLES	113.52
RICHARD SPINKER	CONTRACTUAL SERVICES	140.00
RONDO ENTERPRISES INC	CAPITAL EQUIPMENT	8,962.00
THE BUG MAN, INC	MAINTENANCE BUILDING	47.00
TOPCON SOLUTIONS INC	SMALL TOOLS AND EQUIPMENT	1,750.00
WAREHOUSE DIRECT, INC	MAINTENANCE EQUIPMENT	590.68
Total: 03 PUBLIC WORKS		14,743.17

Department: 06 PARKS

AEP ENERGY	UTILITIES	499.76
BEAN'S FARM INC	MAINTENANCE GROUNDS	2,432.00
CARDUNAL OFFICE SUPPLY	OPERATING EXPENSE	32.96
COMMONWEALTH EDISON	UTILITIES	30.00
FVA TREE SERVICE & LANDSCAPING	MAINTENANCE GROUNDS	1,800.00
MENARDS - CARPENTERSVILLE	MAINTENANCE SUPPLIES	225.97

POLLARD WATER	MAINTENANCE EQUIPMENT	48.23
Total: 06 PARKS		<u>5,068.92</u>

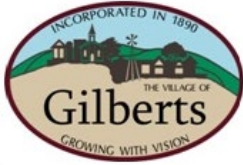
Department: 10 WATER SYSTEMS

COMMONWEALTH EDISON	UTILITIES	2,475.76
CONSTELLATION NEWENERGY, INC	UTILITIES	122.80
FERGUSON WATERWORKS	LAB SUPPLIES & EQUIPMENT	9,276.36
FERGUSON WATERWORKS	CONTRACTUAL SERVICES	2,837.90
FERGUSON WATERWORKS	WATER METERS	4,211.44
MENARDS - CARPENTERSVILLE	LAB SUPPLIES & EQUIPMENT	6.72
MENARDS - CARPENTERSVILLE	MAINTENANCE PARTS & MATERIALS	56.11
MENARDS - CARPENTERSVILLE	MAINTENANCE VEHICLES	54.26
MIDWEST MOBILE WASHERS, LLC	CAPITAL EQUIPMENT	13,600.00
MIDWEST POWER VAC, INC.	OUTSIDE SERVICES	3,232.88
NICOR	UTILITIES	136.80
PACE ANALYTICAL SERVICES	LABORATORY TESTING	442.56
POLLARD WATER	MAINTENANCE PARTS & MATERIALS	754.85
THIRD MILLENNIUM ASSOCIATES	PRINTING	94.86
UNDERGROUND PIPE & VALVE CO.	MAINTENANCE PARTS & MATERIALS	518.00
UNDERGROUND PIPE & VALVE CO.	REPAIRS-WATER DISTRIBUTION SYS	777.00
UNITED RENTALS (NORTH AMERICA)	RENTAL-EQUIPMENT	482.63
Total: 10 WATER SYSTEMS		<u>39,080.93</u>

Department: 20 WASTEWATER SYSTEMS

CONSTELLATION NEWENERGY, INC	UTILITIES	5,946.69
FERGUSON WATERWORKS	CONTRACTUAL SERVICES	2,837.89
MENARDS - CARPENTERSVILLE	LAB SUPPLIES & EQUIPMENT	6.72
MENARDS - CARPENTERSVILLE	MAINTENANCE PARTS & MATERIALS	56.10
MENARDS - CARPENTERSVILLE	MAINTENANCE VEHICLES	54.25
NICOR	UTILITIES	323.85
PACE ANALYTICAL SERVICES	LABORATORY TESTING	13.58
POLLARD WATER	LAB SUPPLIES & EQUIPMENT	43.45
THIRD MILLENNIUM ASSOCIATES	PRINTING	94.86
TROJAN UV	MAINTENANCE PARTS & MATERIALS	5,721.56
USA BLUEBOOK	LAB SUPPLIES & EQUIPMENT	446.07
Total: 20 WASTEWATER SYSTEMS		<u>15,545.02</u>

*** GRAND TOTAL *** 1,216,060.10



Village of Gilberts

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To: President Zambetti & Board of Trustees

From: Brian Bourdeau, Village Administrator
Todd Block, Chief of Police
Aaron Grosskopf, Public Works Director

Date: July 5, 2022

Re: Item 4.C: Approval of Resolution 36-2022: Authorization for Schroeder Asphalt to Perform Resurfacing on Village Police Parking Lot in a Not to Exceed Amount of \$30,000

Background:

During preparation for the last budget season, Village Staff identified the police parking lot as in need of pavement resurfacing. The parking lot is over 25 years old and is experiencing multiple pavement failures. Additionally, the Police Department budgeted for car ports this Fiscal Year for vehicle protection from the elements. These items make it the optimal time period to resurface the parking lot.

Summary:

During the past budget preparation season, the Village received an engineers estimate from Robinson for the cost of paving the police station parking lot. The engineer's estimated cost was \$15,000, to perform the resurfacing work. The current project quote is \$28,850.00, which comes out above the projected costs of the project. Village Staff is requesting an approval of a not to exceed amount of \$30,000 to cover any other additional unexpected issues.

After discussions with the contractor, and other municipalities facing the same scenario as the Village, there are multiple reasons for the increase in price. Due to the current economic and commodity conditions and inflation as well as the strike occurring across many quarries' prices have been increasing substantially.

The Village is attempting to lock this price in as soon as possible, due to the increased chances of prices continuing to rise over the coming weeks. Additionally, the Village is recommending the use of Schroeder Asphalt due to the work that he has recently completed for the Village's road program. Please note that the Police Department has already secured parking blocks, which would reduce the price of the project by \$85.00 per parking block, with a projected 7 blocks to be installed, reducing the overall contract price to \$28,255.00.

Conclusion:

Village Staff recommends that the Village Board of Trustees Authorize Funds in a Not to Exceed amount of \$30,000 from account 01-02-5480 (Capital Equipment) to Schroeder Asphalt for Resurfacing the Village Police Parking Lot.

SCHROEDER

ASPHALT SERVICES, INC.



P.O. BOX 831
HUNTLEY, IL. 60142

OFFICE 815-923-4380
FAX 815-923-4389

PROPOSAL

DATE: June 22, 2022
ESTIMATOR: Brent Schroeder

COMPANY NAME: Village of Gilberts
ADDRESS: 86 Railroad Street
CITY, STATE ZIP: Gilberts, IL 60136
ATTN: Aaron Grosskopf
PROJECT: Village of Gilberts Police Station
3,525 SF of parking Lot Remove and Replace

PHONE: _____
FAX: _____
Cell# _____

Job Details:

	<u>QUANTITY</u>	<u>UNIT</u>	<u>UNIT PRICE</u>	<u>TOTAL</u>
Remove Existing Wheel Stops and Dispose				\$ -
Remove Existing Asphalt and Haul Offsite				\$ -
Regrade and Compact Existing Stone Base				\$ -
Pave 2" of N50 Binder Course Asphalt				\$ -
Pave 1 1/2' N50 Surface Course Asphalt				\$ -
Furnish & Install New Wheel Stops				\$ -
Restripe in Yellow Traffic Paint				\$ -

TOTAL: \$28,850.00

NOTES

- Testing and Traffic Control are Included in above price
- Permits and Bonds are not Included in the above price
- No Flaggers

Schroeder Asphalt Services, Inc. is now certified as a
PBE (Disability Business Enterprise) and a
SDVOSB (Service Disabled Veteran Owned Small Business)
Certification Letters Available on Request.

SCHROEDER ASPHALT SERVICES, INC.

June 22, 2022
DATE

DATE

RESOLUTION 36-2022

VILLAGE OF GILBERTS

RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH SCHROEDER ASPHALT SERVICES, INC. FOR THE PAVING OF THE POLICE DEPARTMENT LOT IN AN AMOUNT NOT TO EXCEED \$30,000

WHEREAS, the Village of Gilberts (“Village”) operates and maintains a Police Department; and

WHEREAS, the Police Department parking lot is over 25 years old and experiencing multiple pavement failures; and

WHEREAS, replacement of the parking lot was a budgeted Fiscal Year 2023 capital item; and

WHEREAS, Schroeder Asphalt services completed the Village’s 2022 Road Program and provided a quote for the Police Department parking lot.

THEREFORE, be it Resolved by the President and Board of Trustees of the Village of Gilberts, Kane County, Illinois that:

Section 1. Recitals. The recitals set forth above are hereby incorporated into and made a part of this Resolution as though set forth in this Section 1.

Section 2. Approval; Authorization. The Village Board of Trustees hereby authorizes the Village Administrator to execute the necessary documents with Schroeder Asphalt Services, Inc. for the paving of the Police Department parking lot in an amount not to exceed \$30,000.

Section 3. Waiver of Competitive Bidding. To the extent any competitive bidding requirements apply to the agreement with Schroeder Asphalt Services, Inc., such competitive bidding requirements are hereby waived pursuant to Section 8-9-1 of the Illinois Municipal Code (65 ILCS 5/8-9-1).

Section 4. Effective Date. This Resolution shall be in full force and effect after its approval in the manner provided by law.

PASSED BY ROLL CALL VOTE OF THE BOARD OF TRUSTEES of the Village of Gilberts, Kane County, Illinois, this ____ day of July 2022.

	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>	<u>Abstain</u>
Trustee Dave LeClercq	_____	_____	_____	_____
Trustee Dan Corbett	_____	_____	_____	_____
Trustee Justin Redfield	_____	_____	_____	_____
Trustee Jeanne Allen	_____	_____	_____	_____
Trustee Lou Hacker	_____	_____	_____	_____
Trustee Brandon Coats	_____	_____	_____	_____
President Guy Zambetti	_____	_____	_____	_____

APPROVED THIS ____ DAY OF July, 2022

Village President, Guy Zambetti

(SEAL)
ATTEST:

Village Clerk, Courtney Baker