



Village of Gilberts
87 Galligan Road
Gilberts, IL 60136
Special Village Board
Meeting Minutes
June 13, 2017

APPROVED MINUTES

Call to Order/Pledge of Allegiance

President Zirk called the meeting to order at 7:25 p.m. The Pledge of Allegiance was previously recited.

Roll Call/Establish Quorum

Village Clerk Meadows called the roll: Roll call: Members present: Trustees Kojzarek, Corbett, Allen, Zambetti, Farrell, Hacker and President Zirk. Others present: Administrator Sakas, Attorney Tappendorf, Assistant Administrator Beith, Finance Director Erickson, Treasurer Blocker and Utility Superintendent Castillo. For members of the audience please see the attached copy of the sign-in sheet.

Public Comment

President Zirk asked if anyone in the audience wished to address Board Members at this time. Resident Jacquelyn Diaz indicated she would like to discuss a concern with the Board Members. Ms. Diaz noted that she has lived in her home for two years and her satellite dish was located on a pole in her backyard which was in conflict with the conveyance and restriction enforced by the HOA. However the HOA had grandfathered the location of her satellite dish. Ms. Diaz's satellite dish contract has since expired and she was in the process of having the dish relocated to her roof. However the contractor stated the roof would not support her dish and the HOA cited the Village's Unified Development Code violation with respect to her attempting to relocate the dish to her roof.

Trustee Zambetti commented on the Village's Unified Development Code which restricts where a dish may be placed on the rooftop. He noted that many years ago the Board tried to enforce the installation of dishes in Town Center. However, a majority of the community pushed back and the Board Members changed direction and retracted their original decision.

Administrator Sakas and Attorney Tappendorf reported that the HOA is not authorized to enforce the Village Codes. Administrator Sakas will contact the HOA on Ms. Diaz's behalf.

Proclamation

President Zirk proceeded to read aloud a proclamation proclaiming June 14, 2017 as Gary Chester Day as noted below.

WHEREAS, Community School District 300 along with the Community has had the privileged to have Gary Chester to serve as Director of District Security for the last nine years; and

WHEREAS, Director of District Security Chester has worked closely with all of the Villages' Fire Departments, Police Departments and safety personnel to ensure the safety of District 300's Students and Staff; and

WHEREAS, Due to Director of District Security Chester's diligence each school has double sets of doors in every building and now has a protocol for screening visitors. In addition, the District 300 has a comprehensive emergency plan for every situation including the reunification of students and parents; and,

WHEREAS, Director of District Security Chester was instrumental in developing a no-bully policy, no-gang policy including contracts for students and their parents; and,

WHEREAS, Director of District Security Chester has been an asset to the community and the District Staff and Students he has served over the years; and,

NOW, THEREFORE, be it resolved by Rick Zirk, Village President of the Village of Gilberts that June 14, 2017 be proclaimed as Gary Chester Day in recognition of his dedicated service to School District 300 and the Community he has served. School District 300 along with the Community wishes Director of District Security Chester all the best in his retirement.

Appointments/Reappointments

A Motion to concur with President Zirk's recommendation to appoint/reappoint the following Village Officials:

1. Reappointment of Village Administrator for a 4 year term
2. Reappointment of Village Clerk and FOIA Officer for a 4 year term
3. Appointment of Village Treasurer for a 4 year term
4. Appointment of Village Finance Director and Budget Officer for a 4 year term
5. Appointment of Deputy Clerk for a 4 year term

President Zirk asked the Board Members if they had any questions or comments on any of the appointments or reappointments. The Board Members offered no comments. **A Motion was made by Trustee Corbett and seconded by Trustee Kojzarek to concur with President Zirk's recommendation to appoint/reappoint the Village Officials 1-5 as noted.** Roll call: Vote: 6-ayes: Trustees Corbett, Allen, Zambetti, Farrell, Hacker and Kojzarek. 0-nays, 0-abstained. Motion carried.

Consent Agenda

- A. A Motion to approve Minutes from the May 16, 2017 Village Board Meeting**
- B. A Motion to approve the May 2017 Treasurer's Report**
- C. A Motion to ratify Bills & Payroll dated May 31, 2017 as follows: General Fund \$20,210.10, Water Systems \$13,553.07 and Performance Bonds \$1,692.50**
- D. A Motion to approve Bills and Payroll dated June 13, 2017 as follows: General Fund \$20,210.10, Water System \$13,553.07 and Performance Bonds \$1,692.50**
- E. A Motion to authorize the Village President to sign an employment agreement with the Village Administrator**
- F. A Motion to authorize the release of Interstate Partners Subdivision Maintenance Bonds #0683468, #0615543 and #0683467**

President Zirk asked the Board Members if there were any items they wished to remove from the consent agenda for separate consideration. The Board Members offered no questions or comments. **A Motion was made by Trustee Kojzarek and seconded by Trustee Corbett to approve the consent agenda items A-F as presented.** Roll call: Vote: 6 ayes: Trustees Corbett, Allen, Zambetti, Farrell, Hacker and Kojzarek. 0-nays, 0-abstained. Motion carried.

Items for Approval

A Motion to approve Ordinance 13-2017, an Ordinance amending the Site Plan for Dunkin Donuts/Baskin Robbins located 315 E. Higgins Road

Administrator Sakas reported that on January 11, 2017 the Plan Commission approved the site plan for Dunkin Donuts located at 315 E. Higgins. The commissioners discussed the length of the by-pass lane and recommend to the Village Board a longer by-pass lane which allowed cars to exit the queue earlier. However, in final permit approval, the petitioner requested a shorter by-pass lane as depicted on the original site plan. On May 10, 2017 the Plan Commission held a re-hearing on the Dunkin Donuts Site Plan and the Plan Commission voted unanimously to allow the shorter by-pass lane.

There being no further discussion on this matter, **A Motion was made by Trustee Hacker and seconded by Trustee Allen to approve Ordinance 13-2017, an Ordinance amending the Site Plan for Dunkin Donuts/Baskin Robbins located at 315 E. Higgins Road.** Roll call: Vote: 6-ayes: Trustees Allen, Zambetti, Farrell, Hacker, Kojzarek and Corbett. 0-nays, 0-abstained. Motion carried.

A Motion to approve Ordinance 14-2017, an Ordinance amending the Village Code to prohibit parking on driveway approaches

Administrator Sakas commented on the proposed code amendment. He discussed a certain situation in which a resident was parking over the sidewalk which is prohibited per Village Code. Administrator Sakas reported that resident in question then began to park his vehicles parallel in the apron adjacent to his property.

Trustee Zambetti expressed his concerns with the proposed code amendment. Trustee Zambetti noted he also uses the apron to temporarily park his visitors and so do many of his neighbors. A lengthy discussion ensued with respect to the proposed code amendment. President Zirk noted that sometimes there can be unintended consequences when trying to resolve neighbor disputes.

There being no further discussion on the motion, **a Motion was made by Trustee Zambetti and seconded by Trustee Hacker to deny the approval of Ordinance 14-2017, an Ordinance amending the Village code to prohibit parking on driveway approaches.** Roll call: Vote: 6-ayes: Trustees Zambetti, Farrell, Hacker, Kojzarek, Corbett and Allen. 0-nays, 0-abstained. Motion carried. Ordinance 14-2017 failed.

A Motion to approve Resolution 22-2017, a Resolution authorizing the participation in the Northern Illinois Municipal Electric Cooperative (NIMEC) and authorizing the Village Administrator to approve the contract with the lowest cost electricity provider for a period up to 36 months.

Administrator Sakas noted that this contract allows NIMEC to re-bid the cost of electric power for the Village's street lights, signs, water towers and lift stations. The contract is similar to the contract for the water and wastewater treatment plants electricity. Administrator Sakas reported that the estimated annual cost savings is \$1,400.00.

There being no further discussion on the motion, **a Motion was made by Trustee Zambetti and seconded by Trustee Allen to approve Resolution 22-2017, a Resolution authorizing the participation in the Northern Illinois Municipal Electric Cooperative (NIMEC) and authorizing the Village Administrator to approve the contract with the lowest cost electricity provider for a period up to 36 months.** Roll call: Vote: 6-ayes: Trustees Farrell, Hacker, Kojzarek, Corbett, Allen, Zambetti and Hacker. 0-nays, 0-abstained. Motion carried.

A Motion to approve Resolution 23-2017, a Resolution authorizing the purchase agreement between the Village of Gilberts and R.A. Adams Enterprises, Inc. for one utility trailer (water main break trailer)
Administrator Sakas reported that the trailer is included in the FY-2018 budget. Upon delivery Staff will provide the Board Members with an inventory list of the items contained in the trailer.

There being no further discussion on the motion, a Motion was made by Trustee Zambetti and seconded by Trustee Kojzarek to approve Resolution 23-2017, a Resolution authorizing the purchase agreement between the Village of Gilberts and R.A. Adams Enterprise, Inc. for one utility trailer (water main break trailer). Roll call: Vote: 6-ayes: Trustees Hacker, Kojzarek, Corbett, Allen, Zambetti and Farrell. 0-nays, 0-abstained. Motion carried.

Items for Discussion

Robinson Engineering Proposal for services pertaining to water system expansion

The Board Members along with Staff discussed the current relationship with the Village's engineering firm. They commented on the fact that the trust factor and the Village's best interest had been compromised.

A lengthy discussion ensued with respect to past engineering recommendations that have been subject to speculation on who was benefitting from the recommendations.

Engineer Stefan provided the Board Members with an overview of Robinson Engineering. Engineer Stefan provided an overview of their proposed scope of work for overseeing the water system expansion.

President Zirk directed Staff to place the Robinson Engineering proposal on the next consent agenda.

Staff Reports

Administrator Sakas reminded the Board Members that the photographer is scheduled for Tuesday, June 20th at 6:30 p.m. at the Village Hall.

Administrator Sakas reported that he had emailed the Board Members Kane County's crack sealing schedule.

Finance Director Erickson reported that late water bills will be due on Tuesday, June 20th, blue tags will be hung on Wednesday, June 21st and shut offs will occur on Monday, June 26th.

Clerk Meadows provided the Board Members with an update on the Community Days Festival. She noted that the event was successful and the revenues were close to the 2014's revenue.

Trustees' Reports

Trustee Zambetti thanked Administrator Sakas for investigating the splash pad YMCA bus matter. He was pleased to find out that the children on the buses were indeed Village residents attending the Y's Day Camp program.

Trustee Zambetti noted that he had noticed people allowing the dogs to utilize the splash pad. He questioned if the Village could install signs noting no pets allowed. Trustee Farrell reported that she recently learned from Chief Rossi that you have to be very careful limiting pets due to the State Statutes addressing service animals. She reported that if a person stated their pet is a service pet you cannot ask for documentation or what the use of the animal is.

Trustee Farrell reported that she had recently asked Public Works to trim trees blocking the stop sign located at the intersection of Rockville Lane and Columbia Drive.

Trustee Farrell reported that she had asked Chief Rossi to investigate why there was not a stop sign west bound on Columbia Drive by the park and splash pad.

Trustee Hacker asked currently how many building permits remain for the Conservancy pod 4. Administrator Sakas reported at this time there are 18 permits remaining.

President's Report

President Zirk reported that the Village has once again ascertained the Government Finance Officers Association's award for Outstanding Achievement in Popular Annual Financial Reporting. He noted that he along with Treasurer Blocker had refined the Village's budget procedures to reflect a more professional standard and have for the last six years been the recipient of the GFOA's financial reporting award. He proceeded to thank Treasurer Blocker for her efforts.

Executive Session

President Zirk asked if either the Board Members or Staff had any items they wished to discuss in executive session. Neither the Board Members nor Staff offered any comment.

Adjournment

There being no further public business to discuss, a Motion was made by Trustee Corbett and seconded by Trustee Zambetti to adjourn from the public meeting at 8:35 p.m. Roll call: Vote: 6 ayes by unanimous voice vote. 0-nays, 0-abstained. Motion carried.

Respectfully submitted, Debra Meadows