


# Village of Gilberts

Village Hall  
87 Galligan Road, Gilberts, IL 60136  
Ph. 847-428-2861 Fax: 847-428-2955  
www.villageofgilberts.com

## Village Administrator Memorandum 19-13

**TO:** President Rick Zirk  
Board of Trustees

**FROM:** Ray Keller, Village Administrator 

**DATE:** March 21, 2013

**RE:** Village Board Meeting – March 26, 2013

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The following summary discusses the agenda items for the Village Board meeting that was rescheduled to March 26, 2013:

1. **CALL TO ORDER**
2. **ROLL CALL / ESTABLISH QUORUM**
3. **PUBLIC COMMENT**
4. **CONSENT AGENDA**

*Any item may be removed from the Consent Agenda by request.*

**A. Motion to approve Minutes from the March 12, 2013 Village Board Meeting**

Staff recommend approval of the minutes, which were reviewed at the March 19 Committee of the Whole meeting. Please contact Village Clerk Debra Meadows prior to the meeting if you have any questions or corrections.

**B. Motion to approve Minutes from the March 19, 2013 Committee of the Whole Meeting**

Please review the enclosed minutes from the March 19 Committee of the Whole meeting. Please contact Village Clerk Debra Meadows prior to the meeting with any corrections or questions. Staff recommend approval.

**C. Motion to approve the February 2013 Treasurer's Report**

Staff recommend approval of the February 2013 Treasurer's Report, which was reviewed at the March 19 Committee of the Whole meeting. Please contact me or Finance Director Marlene Blocker prior to the meeting if you have any questions or need another copy of the report.

Public Works Facility  
Finance & Building Departments  
73 Industrial Drive, Gilberts, IL 60136  
Ph. 847-428-4167 Fax: 847-551-3382

Police Department  
86 Railroad St., Gilberts, IL 60136  
Ph. 847-428-2954 Fax 847-428-4232

**D. Motion to approve Bills & Salaries dated March 26, 2013**

Please refer to the enclosed spreadsheet, which lists the bills to be approved. If you need additional information about any of these bills, please contact me or Finance Director Marlene Blocker prior to the meeting. Staff recommend approval.

**E. Motion to approve Ordinance 08-2013, an Ordinance amending Village Code Section 9-2-2-1 Building Code**

Staff recommend approval of the ordinance, which shortens the terms of building permits for new principal structures (e.g. dwelling units, nonresidential buildings) to twelve months and all other building permits (e.g. accessory structures, decks, pools, etc.) to six months. The ordinance retains the language for a possible extension to accommodate larger projects, which would be granted by the Chief Building Inspector on a case by case basis. The ordinance was reviewed at the March 19 Committee of the Whole meeting. Please contact me or Chief Building Inspector John Swedberg prior to the meeting if you have any questions.

**F. Motion to approve Resolution 07-2013, a Resolution authorizing the approval of the CY-2013 Recreation Programming Agreement with a Tri-Cities Team**

Staff recommend approval of this agreement allowing a Tri-Cities team to schedule practices at Memorial Park. The Tri-Cities Cowboys would use the baseball field from the end of March through the end of April. Their use of the field does not conflict with the YMCA's programs or other space reservations. As with other programming agreements, the Tri-Cities team is responsible for maintaining the field while they are using it. The ordinance was reviewed at the March 19 Committee of the Whole meeting. Please contact me or Village Clerk Debra Meadows prior to the meeting if you have any questions.

**G. Motion to approve Resolution 08-2013, A Resolution authorizing a work order with Everest Excavating Inc. for Industrial Drive repair project**

Staff recommend approval of this resolution authorizing repairs to Industrial Drive. The surface and base of Industrial Drive near the entrance to the Public Works building failed, creating a dangerous driving hazard. Everest Excavating provided the lowest quote of \$17,600 to excavate the patch area, fill it with 18 inches of 3-inch road gravel and six inches of CA-6, and then pave with three inches of asphalt when the plants open later this spring. The quote reflects prevailing wages paid and the work will have a one-year warranty. The first \$12,000 will be due after the CA-6 is in place; the balance will be due after the asphalt surface is completed. The project has been included in the year-end adjustments to the FY 2013 General Fund budget. This project was reviewed at the March 19 Committee of the Whole meeting. Please contact me or Public Works Coordinator John Swedberg prior to the meeting if additional documentation will be needed.

**H. Motion to amend Resolution 06-2012, Resolution authorizing a work order with Baxter & Woodman for design and construction engineering for barium/radium pre-treatment system improvements**

Baxter & Woodman has requested an amendment to the work order for engineering for the barium/radium pre-treatment system improvements. The project calls for the design and construction of a barium and radium removal system for the water treatment plant. This improvement will be needed due to new regulations enacted by the Illinois

Emergency Management Agency. The design phase has been delayed due to the IEPA review process, but the project remains on schedule for construction later this year. The IEPA has indicated that the construction project is eligible for a low-interest loan, which will require some additional documentation. Baxter & Woodman's amendment would add the design costs for a new dehumidification and heating system, which is needed to complete the project and additional time for the additional IEPA paperwork. The overall increase is \$6,000, with \$3,900 added to the design phase and \$2,100 added to the construction engineering phase.

Staff recommend approval of the amendment to the previously-approved work order. This project was reviewed at the March 19 Committee of the Whole meeting. Please contact me or Utilities Superintendent John Castillo prior to the meeting if additional documentation will be needed.

**I. Motion to approve Resolution 09-2013, a Resolution authorizing a work order with Baxter & Woodman for a Facility Plan Amendment**

Over the past four years, the engineers from Baxter & Woodman have been working with the IEPA and several environmental advocacy groups (EAGs) to renegotiate the conditions attached to the next expansion of the Village's wastewater treatment plant. When the Village was authorized to expand the wastewater plan in 2005, the IEPA attached conditions to the next plant expansion that would require significant environmental upgrades. As the area's economic conditions have changed considerably since 2005, the Village has sought to phase in the improvements over time instead of overburdening the next plant expansion. IEPA has indicated that phasing in the environmental improvements over time would be acceptable, but the Village would need to formally amend its wastewater treatment plant Facility Plan and its Anti-Degradation Assessment to reflect the changes.

Baxter & Woodman has assembled a work order that would make the necessary amendments to the Facility Plan, the Anti-Degradation report and the NPDES permit. The project would also update the Master Plan based on revised growth projections. The project scope is structured to not exceed \$39,504. The project was included in the FY 2014 water/wastewater enterprise fund budget. Staff recommend approval. The project was reviewed at the March 19 Committee of the Whole meeting. Please contact me or Utilities Superintendent John Castillo prior to the meeting if additional documentation will be needed.

**J. Motion to approve Resolution 10-2013, A Resolution authorizing an intergovernmental agreement with Rutland Township for road maintenance services**

Approval of the provided resolution authorizes two agreements memorializing the ongoing mutual maintenance of the Village's portion of McCornack Road and the Township's portion of Tower Hill Road. The Village and the Township will continue to plow, mow and maintain each other's road segment without charging labor costs but with reimbursement for up to \$2,500 annually for materials (e.g. gravel) used. Staff recommend approval. Please contact me prior to the meeting if you have any questions.

**5. ITEMS FOR APPROVAL**

There are no additional items for approval at this meeting, except any items removed from the Consent Agenda.

**6. ITEMS FOR DISCUSSION**

**A. FY 2013 Budget Adjustments / FY 2014 Budget**

Staff will provide a list of proposed adjustments to the FY 2013 budget. Staff will continue to review the draft FY 2014 budget, which includes updated revenue and expenditure projections and a list of capital projects. Please contact me or Finance Director Marlene Blocker if there are any specific projects or initiatives that should be considered for inclusion in either budget.

**7. STAFF REPORTS**

Staff will provide updates on current activities at the meeting.

**8. BOARD OF TRUSTEES REPORTS**

**9. PRESIDENT'S REPORT**

**10. EXECUTIVE SESSION**

Please contact me if you any questions about executive session topics.

**11. ADJOURNMENT**

**Village Board of Trustees**  
**Meeting Agenda**  
**Village of Gilberts**  
87 GALLIGAN ROAD,  
GILBERTS, ILLINOIS 60136  
March 26, 2013  
7:00 P.M.

## **A G E N D A**

### **ORDER OF BUSINESS**

**1. CALL TO ORDER / PLEDGE OF ALLEGIANCE**

**2. ROLL CALL / ESTABLISH QUORUM**

**3. PUBLIC COMMENT**

**4. CONSENT AGENDA**

- A. A Motion to approve Minutes from the March 12, 2013 Village Board Meeting
- B. A Motion to approve Minutes from the March 19, Committee of the Whole Meeting
- C. A Motion to approve the February 2013 Treasurer's Report
- D. A Motion to approve Bills and Salaries dated March 26, 2013
- E. A Motion to approve Ordinance 08-2013, an Ordinance amending Village Code Section 9-2-2-1 Building Code
- F. A Motion to approve Resolution 07-2013, a Resolution authorizing the approval of the CY-2013 Recreation Programming Agreement with a Tri-Cities Team
- G. A Motion to approve Resolution 08-2013, a Resolution authorizing a work order with Everest Excavating Inc. for Industrial Drive repair project
- H. A Motion to amend Resolution 06-2012, a Resolution authorizing a work order with Baxter & Woodman for design and construction engineering for barium/radium pre-treatment system improvements
- I. A Motion to approve Resolution 09-2013, a Resolution authorizing a work order with Baxter & Woodman for a Facility Plan Amendment
- J. A Motion to approve Resolution 10-2013, a Resolution authorizing an intergovernmental agreement between the Village of Gilberts and Rutland Township for road maintenance services

**5. ITEMS FOR APPROVAL**

**6. ITEMS FOR DISCUSSION**

- A. FY 2013 Budget Adjustments / FY 2014 Budget

**7. STAFF REPORTS**

**8. BOARD OF TRUSTEES REPORTS**

## **9. PRESIDENT'S REPORT**

## **10. EXECUTIVE SESSION**

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 102/2 (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.

## **11. ADJOURNMENT**

### **AUDIENCE PARTICIPATION**

Anyone indicating a desire to speak during Public Comments will be acknowledged by the Village President. Please state your name, address and topic when called upon to speak. All remarks are to be addressed to the Village President and Board of Trustees as a whole, not to any specific person(s). Interrogation of the Village Staff, Village President, Village Board or any of their comments will not be allowed at this time. Personal invectives against Village Staff or Elected Officials are not permitted.

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 with Disabilities Act (ADA). For accessibility Assistance, please contact the Village Clerk at the Village Hall, telephone number 874/428-2861." *Assistive services will be provided upon request.*

**Village of Gilberts  
87 Galligan Road  
Gilberts, IL 60136  
Village Board  
Meeting Minutes  
March 12, 2013**

**NOT APPROVED MINUTES**

**Call to Order/Pledge of Allegiance**

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

**Roll Call/Establish Quorum**

Village Clerk Meadows called the roll. Roll call: Members present: Trustees Corbett, Mierisch, Zambetti, Farrell, Hacker and President Zirk. 1-absent: Trustee Clark. Others present Administrator Keller, Assistant to the Village Administrator Beith, Chief of Police Williams, Chief Building Inspector Swedberg, Finance Director Blocker, Utility Superintendant Castillo and Village Clerk Meadows. For members of the audience please see the attached list.

**Public Comment**

President Zirk invited anyone in attendance who wished to address the Board to do so at this time. Mr. Bob Oury local businessman and property owner of the Indian Hills Training Center addressed the Board. He provided the Board Members with an update on the sale of the Village of Gilberts' History Book. He noted that 3,500 copies have been sold. Mr. Oury suggested the Village consider sending author Nancy Bacheller a letter thanking her for all her effort in compiling the historical data.

Mr. Oury discussed his aspiration on petitioning the Board to annex his 350 acre property into the Village limits. He proposed developing a first class industrial campus with a 100,000 s.f. manufacturing building. Mr. Oury would relocate his industrial company Rotec Industries to the proposed campus. The industrial campus would create jobs and generate revenue for the community.

Mr. Oury stated with respect to the zoning of the property he would be petitioning the Village for a portion of the property to be zoned I-1 "Industrial" and the remaining property zoned as an Agricultural District to accommodate the existing Indian Hills Training Center.

Prior to proceeding any further Mr. Oury wanted to see if this concept was something the Board Members would favorably consider. Trustee Zambetti reported that he was very enthusiastic with the premise of securing the Village boundaries and the concept of creating jobs.

President Zirk noted that the draft UDO no longer allows for agricultural uses. If the development was to move forward staff would want to ensure the development agreement language was crafted in a way as not to be misconstrued in future years.

Mr. Oury reported that if annexed into the Village he would still like to be allowed to host the Muddy Buddy Races.

Mr. Oury commented on the agricultural zoning tax benefits.

Trustee Mierisch inquired as to the type of industrial company was Rotec Industries was. Mr. Oury replied Rotec Industries manufactures heavy machinery and equipment. The equipment is stored outdoors as part of an advertising campaign. If the Village was to require screening the area in which the equipment was stored this requirement would decrease his sales.

Trustee Zambetti envisions Mr. Oury's equipment sales lot to be similar to car sales lot.

Trustee Mierisch stated she would like to hear more about the Mr. Oury's Industry. Administrator Keller reported that he will be meeting with Mr. Oury to discuss this matter.

Trustee Hacker asked Mr. Oury how many employees he anticipated employing. Mr. Oury replied about 50 employees. Trustee Hacker asked Mr. Oury on average how many units per year he sells. Mr. Oury replied his company averages 25,000,000 -50,000,000 dollars annually in sales. Mr. Oury invited the Board Members to visit his website to learn more about his company. He proceeded to thank the Board Members for their time.

#### **Consent Agenda**

- A. A Motion to approve Minutes from the February 19, 2013 Village Board Meeting**
- B. A Motion to ratify the Bills and Salaries dated March 5, 2013 as follows: General Fund \$45,384.89, Water Fund \$26,228.26 and Payroll \$67,977.23**
- C. A Motion to approve the Bills and Salaries dated March 12, 2013 as follows: General Fund \$62,192.59, Permit Pass Thrus \$90.00, Performance Bonds and Escrows \$310.00, Water Fund\$9,105 Payroll \$51,283.85**

President Zirk noted that the February 19<sup>th</sup> Village Board Meeting Minutes had been amended and sent to the Board Members for review via an email.

**A Motion was made by Trustee Corbett and seconded by Trustee Farrell to approve the consent agenda items A-C as presented.** Roll call: Vote: 5 ayes: Trustees Corbett, Mierisch, Zambetti, Farrell and Hacker. 0-nays, 0-abstained. Motion carried.



**Items for Approval**

**A Motion to approve Ordinance 07-2013, an Ordinance amending certain sections of the Village Code to rescind the requirement of Dog Licensing.**

President Zirk reported that this matter was discussed at the last Committee of the Whole Meeting. **A Motion was made by Trustee Zambetti and seconded by Trustee Farrell to approve Ordinance 07-2013, an Ordinance amending certain sections of the Village Code to rescind the requirement of Dog Licensing.** Roll call: Vote: 4-ayes: Trustees Zambetti, Farrell, Hacker and Corbett. 1-nay: Trustee Mierisch, 0-abstained. Motion carried.

**A Motion to approve Ordinance 08-2013, an Ordinance amending Village Code Section 9-2-2-1 Building Code Amendments**

President Zirk commented on a situation that was brought to the Board's attention several months ago. Currently building permits expire 18 months from issuance and the Board felt that amount of time to complete miscellaneous construction projects is an extremely long duration of time. In some instances prolonged delays in completing the project creates public safety issues. Staff had drafted an amendment to the code which reduces the effective time of the building permit to 6 months. After the 6 months if the project was not completed the permit may be extended at the discretion of the Chief Building Inspector.

There was some discussion if the amendment would apply to new home construction and other larger construction projects. Chief Building Inspector Swedberg replied that larger construction project permits expiration dates would be based on their construction schedules which are submitted with their plans. Trustee Hacker express concern that the language in the Ordinance does not distinguish between miscellaneous building permits and larger construction projects.

President Zirk discussed the intent of the Ordinance. The Ordinance is intended to give staff the tools they need to enforce residents delaying completion of their miscellaneous home improvement projects.

Trustee Farrell inquired if this Ordinance also applies to demolition permits. Chief Building Inspector Swedberg replied no, the demolition permits are addressed in a separate section of the code.

Trustee Mierisch asked if the code was amended and the permit expiration time shortened would staff be enforcing the amended code. Chief Building Inspector Swedberg replied yes. He reported that even now the building clerk informs him when permits have expired. Chief Building Inspector Swedberg reported that if the expired permit poses a life safety issue he would issue a violation. However, if it is something that involves painting for example it would not be placed high on the priority list.

Trustee Hacker recommended staff amend the Ordinance to clarify the language to address the types of miscellaneous permits that expire in 6 months. Staff will amend the Ordinance and place the amended Ordinance on the Committee of the Whole agenda for discussion. There was no motion made on Ordinance 08-2013.

**A Motion to approve Resolution 06-2013, a Resolution supporting the Parent Teacher Organizations' Opposition to Community Unit School District 300's Redistricting Gilberts school children away from Gilberts Elementary School.**

A Motion was made by Trustee Zambetti and seconded by Trustee Farrell to approve Resolution 06-2013, a Resolution supporting the Parent Teacher Organizations' Opposition to Community Unit School District 300's Redistricting Gilberts school children away from Gilberts Elementary School. Roll call: Vote: 5-ayes: Trustees Zambetti, Farrell, Hacker, Corbett and Mierisch. 0-nays, 0-abstained. Motion carried.

#### **Items for Discussion**

##### **FY-2014 Budget Introduction**

Administrator Keller reported that he had received several emails from the Board Members questioning some of the line items. He had invited the Department Heads to discuss this year's budget and provide the Board with an overview of their last year's departmental accomplishments and next year's goals.

Chief Williams discussed the Police Department's FY-13's accomplishments. He reported that the department had upgraded their radios as required by F.C.C. regulations. The radios were upgraded at no cost to the Village through an agreement with KaneComm. In addition, the Village's tornado sirens along with the Public Works radio were also updated with minimal cost to the Village.

The Police Department in accordance with State Statute had completed a list of eligible candidates for entry level full time positions.

The Police Department along with the Public Works Department had implemented a weekly fleet maintenance program which has proven to lower vehicle repair cost.

Chief Williams reported that the department had been awarded a \$10,000.00 grant from the Kane County DUI Task force. The grant money was received and has been applied to overtime costs associated with the Department's DUI enforcement program.

Chief Williams informed the Board Members that the STEP grant was renewed for the second year, providing additional opportunity for DUI enforcement without additional expenses to the Village.

Chief Williams discussed the recent equipment upgrades.

Chief Williams commented on the department's recent reorganization. He noted the department recently hired two new part-time officers.

Chief Williams reported that the officers continue a tradition of "extra" service to the community through their off duty work on Illinois Special Olympics, Shop with a Cop and the annual Cops vs. Kids basketball game.

Chief Williams reported the additional officer was trained as a certified child safety seat inspector and the department has the capacity to continue to provide regular seat inspections.

Chief Williams reported that OSHA regulations require the Village to offer a Hepatitis inoculation program which he has now implemented.

Chief Williams discussed the "Home Safe" program.

Chief Williams discussed the 2013-2014 departmental goals some of which are confidential.

Chief Williams reported the Sergeant Block will be attending a 12 week Staff and Command training course.

Chief Building Inspector Swedberg discussed the Public Works and Water Department 2012-2013 accomplishments. He reported that the Public Works and Water Departments had implemented a Safety Program which provides for training on various pieces of equipment and a safety awareness course.

Chief Building Inspector Swedberg commented on the various park improvements, which included the addition of a sand park in Town Center Park.

Chief Building Inspector Swedberg noted that the purchase of the chipper had increased tree trimming productivity.

Chief Building Inspector Swedberg stated that he had implemented a program in which Public Works has parked the larger trucks and began using more gas efficient vehicles which resulted in a substantial reduction in fuel expenses.

Chief Building Inspector Swedberg reported that the Public Works Department continues to mow approximately 55 acres of Village property and plow 26 miles of Village Streets.

Chief Building Inspector Swedberg discussed the Public Works Departments 2013-2014 goals. He reported that the department will be removing and relocating some of the trees in Town Square Park to accommodate larger rides during the Community Days Festival.

Chief Building Inspector Swedberg commented on the continuation of the water meter replacement program.

Chief Building Inspector Swedberg reported that the Public Works department will be working closely with the Tollway Authority during the Jane Addams reconstruction project.

Chief Building Inspector Swedberg stated that the Public Works department will continue working with Phoenix & Associates with stormwater management.

Chief Building Inspector Swedberg discussed several proposed projects included in the FY-14 budget.

Chief Building Inspector Swedberg reported that the Public Works department will continue to assist the athletic organizations.

Chief Building Inspector Swedberg reported that in the near future the Village will be offering residents free mulch. The free mulch will be made available due to the department's tree trimming activities.

Trustee Zambetti commented on the great job Public Works had done on the aesthetic improvements to Waitcus Park.

Chief Building Inspector Swedberg reported that they have budgeted for a seasonal part-time laborer to assist with mowing and other seasonal task.

The Board Members discussed the FY-2014 budget Public Works' overtime line item and the use of MFT Funds. President Zirk would prefer staff not allocate MFT funds unless they are needed. Administrator Keller noted that the \$20,000 MFT line item was only a place holder.

Administrator Keller reported that Chief Building Inspector Swedberg has been able to keep overtime cost down by allowing the option of flex time.

Finance Director Blocker reported that she does the annual Resolution allocating the MFT funds available to the Village. However, she only can submit the actual eligible expenses associated with snow plowing, crack sealing, salt and overtime wages.

Trustee Mierisch questioned the increase in the Street Maintenance line item in the amount of \$5,000. Staff reported the \$5,000.00 is due to essential repairs to Industrial Drive which recently failed.

Water Superintendent Castillo highlighted some of the Water and Wastewater Departments accomplishments. He reported that both the Water and Wastewater Departments received the IEPA Compliance Award.

Water Superintendent Castillo reported the mandated Water Plant pre-treatment project for the removal of barium & radium is being conducted by staff and Baxter & Woodman.

Water Superintendent Castillo discussed the FY-2014 Water and Wastewater Departments' goals.

Administrator Keller continued to provide the Board Members with an overview of the proposed FY-2014 budget. He commented on the changes to the Administration Department's budget. Trustee Hacker requested additional information on the administration salary increase in the amount of \$36,000. He would like to see details on the job description and workload.

The Board Members discussed in length other various budget line items.

Chief Building Inspector Swedberg discussed three options for supplying electrical power during the Community Days Festival.

The first option Chief Building Inspector Swedberg discussed was the rental of the three portable quiet running generators. This is the option that is currently used to power the event. The estimated cost of the generator rental is 1,500.00.

The second option discussed was the permanent installation of electrical pedestals. The estimated cost of this option is \$40,000.00. However, this option would provide for power during the annual tree lighting event, the possibility of offering movie night and operating an ice rink.

Chief Building Inspector Swedberg discussed option three. This option was to purchase 3 or 4 generators out-right. The Village would have on-demand power when needed. The generators could be used at any and all community events and also at the Village facilities in an event there was an emergency.

Chief Building Inspector Swedberg realize at this time it would be too late to provide power via options 2 or 3 to this year's Community Days. However, he wanted to provide the Board with the information for future consideration.

President Zirk was in favor of the permanent electrical pedestals. However, at this time funds are limited.

Chief Building Inspector Swedberg reported on the collapse of Industrial Road and the reconstruction bids.

President Zirk discussed his list of budget comments.

Budget discussion will be carried over to the next scheduled meeting.

#### **Weather Radio Program**

Assistant to the Village Administrator Beith discussed the Weather Radio Program. The Village will offer residents the opportunity to purchase the weather radios at cost. The Village Board expressed their support with the implementation of the program.

#### **Staff Reports**

Administrator Keller reported that he will be attending a meeting at Kane County tomorrow where they will be discussing the improvement to I-90 and Tyrrell Road. There was some discussion with respect to emergency response times during the road reconstruction project. Administrator Keller stated that he and Chief Williams have discussed alternative plans.

Chief Building Inspector Swedberg updated the Board Members on an employee's health condition.

#### **Trustee Reports**

Trustee Mierisch inquired on the status of the Town Center Park's outfall resistor. Administrator Keller reported that Baxter & Woodman is monitoring the situation.

#### **President's Reports**

President Zirk discussed an issue with a business located on Sola Drive.

#### **Executive Session**

**A motion was made by Trustee Corbett and seconded by Trustee Zambetti to close a portion of the meeting with no business to follow to discuss the appointment, employment, compensation, discipline performance, or dismissal of specific employees of the Village as permitted by 5 ILCS 120/2.**

Roll call: Vote: 5-ayes: 0-nays, 0-abstained. Motion carried. Trustees Corbett, Mierisch, Zambetti, Farrell and Hacker.

The Board Members along with Administrator Keller and Village Clerk Meadows went into executive session at 10:31 p.m. and returned to the public meeting at 10:40 p.m.

#### **Roll call /Establish Quorum**

President Zirk reopened the public meeting at 10:41 p.m. Village Clerk Meadows called the roll. Roll call: Trustees Corbett, Mierisch, Zambetti, Farrell, Hacker and President Zirk. Others present: Administrator Keller and Clerk Meadows.

#### **Adjournment**

There being no further business to discuss, **a Motion was made by Trustee Corbett and seconded by Trustee Farrell to adjourn from the public meeting at 10:42 p.m. Roll call: Vote: 5 ayes by unanimous voice vote.**

Respectfully submitted,

Debra Meadows

## **NOT APPROVED MINUTES**

**Village of Gilberts  
87 Galligan Road  
Gilberts IL 60136  
Committee of the Whole  
Meeting Minutes  
March 19, 2013**

### **Call to Order / Pledge of Allegiance**

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

### **Roll call / Establish Quorum**

Village Clerk Meadows called the roll call: Members present: Trustees Corbett, Clark, Mierisch, Farrell, Hacker and President Zirk. Others present: Administrator Keller, Assistant to the Village Administrator Beith, Finance Director Blocker, Engineer Fisher, and Village Clerk Meadows. For members of the audience please see the attached list.

### **Items for Discussion**

#### **Minutes from the March 12, 2013 Village Board Meeting**

President Zirk asked if the Board Members had any comments on the minutes. There were no comments. The minutes will be placed on the next consent agenda.

#### **February 2013 Treasurer's Report**

President Zirk asked if the Board Members had any comments on the February 2013 Treasurer's Report. There were no comments. The February 2013 Treasurer's Report will be placed on the next consent agenda.

#### **Ordinance 08-2013, an Ordinance amending the Village Section 9-2-2-1 Building Code**

Administrator Keller commented on the revisions to Ordinance 08-2013. He noted that the Ordinance had been revised to reflect the Board Member's recommendation. The amended Ordinance includes language distinguishing between the two different allowable time periods to complete both the miscellaneous construction projects and principal structure construction projects. There being no comments from the Board Members, Ordinance 08-2013 will be placed on the next consent agenda.



**Resolution 07-2013, a Resolution authorizing the approval of the CY-2013 programming agreement with the Tri-Cities' Team**

Administrator Keller reported that this is the same agreement Tri-Cities had last year. Last year there had been no reports of any field use conflicts. This matter will be placed on the next consent agenda.

Trustee Zambetti arrived at 7:05 p.m.

**Resolution 08-2013, a Resolution authorizing a work order with Everest Excavating Inc. for Industrial Drive repair project.**

Trustee Hacker inquired if the materials were consistent with the materials listed in the project scope. Administrator Keller replied yes.

President Zirk directed staff to also have the contractor provide an insurance warranty, payment terms, and a statement evidencing they are in compliance with the Prevailing Wage Act. This matter will be placed on the next consent agenda.

**Amendment to Resolution 06-2012, a Resolution authorizing a work order with Baxter & Woodman for design and construction engineering for barium/radium pre-treatment system improvements**

Engineer Fisher provided the Board Members with an overview on the process in removing barium and radium for the Water Reclamation Facility.

Engineer Fisher discussed the objectives in removing barium and radium from the Water Reclamation Facility. He reported that the removal of Barium is an IEPA mandate. The Village is required to bring the effluent limit into compliance. In addition, the removal of Radium will lower the Village's biosolids disposal cost. President Zirk noted that there are no concerns with the Village's potable water.

Engineer Fisher discussed the construction cost. He noted the total cost including the engineering is estimated at \$570,500.00.

Engineer Fisher provided the Board Members with the schedule for the IEPA permit and low interest loan project. Engineer Fisher reported that tentatively the bid would be announced on April 15<sup>th</sup>. Opening of the bids would be June 5<sup>th</sup>. The bid recommendation would be brought before the Board for their consideration on June 11<sup>th</sup> contingent upon the award of the IEPA's low interest loan. Engineer Fisher anticipates IEPA offering the loan on or around August 1<sup>st</sup>. The Village then would Notice the Award on August 2<sup>nd</sup> and issue the Notice to Proceed on September 1<sup>st</sup>. The Barium and Radium removal system construction is anticipated to be completed on January 15, 2014 in compliance with the IEPA's regulations.

Trustee Corbett inquired how often the treated sludge would be removed and what was the cost associated with the removal. Engineer Fisher reported on average the sludge would be removed once a week and the estimated cost was \$200.00 per load.

Trustee Mierisch inquired why there was an additional cost increase in the amount of \$12,000.00. Engineer Fisher responded there were additional design and equipment cost that they were initially unaware of. The cost includes heating and dehumidifying equipment that needs to be replaced.

This matter will be placed on the next consent agenda.

#### **Facility Plan Amendment Work Order**

President Zirk reported that he along with Trustee Clark had looked at several ways in which to lower the developer's connection fee cost by reducing the plant expansion cost.

Engineer Fisher discussed the approved 2005 Facility Plan. He discussed the conditions that were attached to the Village's NPDES permit. He commented on the change in the economics conditions and the 2008 housing market collapse.

Engineer Fisher discussed the revised facility plan. The amended plan is phased in over a 20 year period and keeps pace with the rate of the projected development activity.

Engineer Fisher reported that they have worked closely with the environmental organizations in amending the Facility Plan.

A lengthy discussion ensued with respect to the elimination of byproducts that have a negative impact on Tyler Creek. Engineer Fisher reported after several meeting with the Friends of the Fox River they were able to draft a Memo of Understanding. Without the blessing from the Friends of the Fox River it would be impossible to receive approval on the plan revisions from the IEPA. Engineer Fisher was confident the IEPA would approve the plan due to the fact that it minor the Village of Huntley's plan which has received IEPA approval.

There was some discussion on the actual PE capacity being used versus the commitment PE capacity. In Engineer Fisher opinion ways in which to capture the allocated PE not actually being used is a legal issue.

Trustee Clark discussed the financial impact the plant expansion cost would have on smaller developers. However, he agreed with the plan's approach to phase in the expansion of the Water Reclamation Facility, wetland enhancements and the additional irrigation fields.

Engineer Fisher provided the Board Members with an estimated action schedule. The Board Members agreed to move forward with the Facility Plan amendment. This matter will be placed on the next consent agenda.

#### **UDO Review**

Administrator Keller reported that over the past year, Staff and the Plan Commission have worked on a comprehensive rewrite of the Village's zoning and development regulations into a Unified Development Ordinance (UDO). The Board Members have requested to discuss in depth several of the sections.

#### **Elimination of the Agricultural (A-1) zoning district**

Administrator Keller noted that the first section he would like to discuss is the recommendation to eliminate the Agricultural (A-1) zoning district. He stated due to the changing nature of the village the agricultural use may no longer be a good fit. This type of use is better suited to a rural environment. However, staff had recommended existing agricultural uses be allowed as legal nonconforming ("grandfathered") and new agricultural uses be approved by special use permit.

Administrator Keller reported that staff had received two letters from residents that currently have properties zoned "A-1" which were included in the Board packets. The residents are concerned with the possible elimination of the "A-1" zoning district and the impact it may have on the value of their property.

Administrator Keller discussed the current permitted "A-1" uses. He noted "A-1" allows for such activities as farming, greenhouses, nurseries, horses, and kennels. Trustee Hacker questioned the allowance of kennels.

Trustee Zambetti commented on the fact that when the residents purchased their property it was with the understanding that the properties were zoned "A-1" and they were allowed to have horses and or other permitted A-1 uses. He expressed concerns that the Village was considering changing the parameters.

Trustee Mierisch asked how many properties were currently zoned Agricultural. Administrator Keller used the map exhibit to identify the properties currently zoned A-1. There were very few properties that remain zoned A-1 and they were for the most part isolated or buffered from the residential areas.

Administrator Keller discussed the Future Land Use Map. He noted the Future Land Use Map does not have to reflect the current zoning districts.

### **Creation of the “Old Town” zoning district**

Administrator Keller reported that this would be a new zoning district that is intended to retain the character of the “Old Town” area by reducing the lot size, setbacks and yard restrictions to better fit the area’s existing conditions, instead of leaving the lots and structures as legal nonconforming (“grandfathered”) under the current R-2 zoning designation. In addition, the new zoning would allow for the possibility of home conversions into law offices and other types of home occupations.

Trustee Zambetti believed the conversion of some of the homes into businesses similar to private law offices might have a positive impact on the home values in Old Town. Trustee Mierisch expressed concern on the increase in traffic and the impact it would have on the roads. She also noted that this area has very little parking options. Trustee Clark thought it was a noble idea. However, he also had a concern with parking. Trustee Farrell also was concerned with the parking issue. She expressed concern that residents may add additional parking behind their homes to accommodate their customers. The additional pavement may cause an increase in flooding concerns.

The Board Members recommended holding an Old Town open house and asking the residents if what they thought of the proposed “Old Town” zoning district.

### **Home Occupations**

Administrator Keller reported that currently the policy is to encourage the success of home businesses in hopes they mature into a commercial or industrial store front.

Administrator Keller reported that currently the code does not allow for any outside employees outside the residence and the home business can only occupy less than 25% of the total floor area. President Zirk expressed concern that the UDO does not have language addressing the use of auxiliary buildings (sheds, garages). Trustees Hacker and Clark agreed there should be language restricting the use of auxiliary buildings for any type of business activities.

The Board Members discussed the number of allowable employees. Enforcement may be difficult in proving the people working inside a home occupation are employees. This type of code violation would be complaint driven. The Board Members noted that the UDO is a living document and may be amended in the future.

**Buffering requirements between residential and non-residential uses**

Administrator Keller reported that after the construction of the industrial building in West Dundee near Gilberts Town Center, staff received questions about the proposed buffering requirements between residential and non-residential uses.

Administrator Keller provided the Board Members with a brief description of the UDO's buffering requirements for the various zoning districts.

Administrator Keller stated if the Village anticipates potential future conflicts, additional screening requirements can be incorporated through the PUD or special use approval process.

Trustee Hacker expressed concerns with the Commercial (C-1) set-back being ten feet from the abutting residential property. In his opinion that places the commercial property too close to a residential area. Administrator Keller discussed current establishments if the set-back requirements were changed they would become non-conforming and need to request a variance and produce evidence of a hardship. Trustee Zambetti commented on Town Center's concept plan which was designed around the vision of a walkable community. You could walk to restaurant and shopping districts.

President Zirk recommended if the Board Members had additional comments and questions to email them to Administrator Keller.

**FY-2014 Budget**

Administrator Keller reported he and Finance Director Blocker are still working on the budget and budget adjustments. Trustee Hacker commented on some line items he would like to see funded in the FY-2014 budget. He supports the idea of having permanent power in Town Center Park and recommends improving the ball fields. Administrator Keller suggested the use of impact fees for these types of improvements. President Zirk commented on his philosophy on the use of impact fees. He is in favor of using the fees on permanent improvements to parks. However, he is not in favor of using the impact fees on capital equipment.

Trustee Farrell would like to see the proposed improvements made to the Police Department. Trustee Hacker agreed with Trustee Farrell that the Police Department's building is in need of some maintenance. However, he suggested instead of siding the building consider painting the building this year.

The Board Members will email Administrator Keller their wish lists.

### **Staff Reports**

Administrator Keller reported that he had received a box of documents from Interstate Partners. In addition, they have replenished their escrow account. Interstate Partners has hired their third attorney which has provided staff with a new development agreement. Attorney Tappendorf along with staff are in the process of reviewing the third development agreement. Trustee Mierisch wants to ensure staff takes the time required to thoroughly review the development agreement regardless of the pressure from Interstate Partners. Trustee Zambetti agreed.

Assistant to the Village Administrator Beith reported that he will be meeting with Comcast and i3 America on Monday at 2:00p.m.

### **Board of Trustees Reports**

Trustee Clark reported that he will be unable to attend next week's Board meeting due to work related issues.

Trustee Zambetti reported that PTO President Rich Janiec will be unable to attend the Easter Egg Hunt. However, Trustee Zambetti will be attending the Easter Egg Hunt as a resident and passing out informational flyers with respect to the opposition to the D300's proposed redistricting.

Trustee Hacker directed staff to once again provide the Trustees with the weekly status update reports. He preferred the report that lighted the item if there had been any status changes.

### **President's Report**

President Zirk commented on the status of an Intergovernmental Agreement between the Village and Rutland Township. There seems to have been some communication concerns. However, the situation has since been resolved. Trustee Mierisch noted that Administrator Keller had responded to the situation as directed by the Board. The agreement will be placed on the next consent agenda with a dollar amount cap not to exceed \$2,500 per fiscal year.

### **Adjournment**

There being no further business to discuss, **a Motion was made by Trustee Clark and seconded by Trustee Zambetti to adjourn from the public meeting at 9:46 p.m.** Roll call: Vote: 6-ayes by unanimous voice vote. 0-nays, 0-abstained. Motion carried.

Respectfully submitted,

Debra Meadows

## Fund Summary

	Balance as of 2/28/2013	Restricted / Designated Funds	Unrestricted / Undesignated Funds
<b>Unrestricted - General Fund</b>			<b>575,612.45</b>
<b>Restricted - Total</b>		<b>5,504,033.26</b>	
<b>Committed- Designated Reserves</b>		<b>222,088.13</b>	
- 1 Months Expenses	222,088.13		
<b>Committed - Road Improvement</b>		<b>479,482.02</b>	
- FY-07 and Prior	707,838.00		
- FY-08 Transfer (School Road)	(120,000.00)		
- FY-08	76,235.76		
- FY-09	75,968.38		
- FY-09 Transfer (Additional Salt & Snow Removal)	(78,469.37)		
- FY-09/FY10 Hennessy Bridge Work	(350,000.00)		
- FY-10	79,129.42		
- FY-11 (Road Study)	(10,000.00)		
- FY-11	77,944.57		
- FY-12	12,861.90		
- FY-13	7,973.36		
<b>Committed- Infrastructure Fund</b>		<b>108,047.92</b>	
- FY-12 (Transfer -Garbage)	108,047.92		
<b>Committed-GO Bond - Road Program</b>		<b>138,356.29</b>	
- Balance - Illinois Funds	138,356.29		
<b>Restricted - Road Improvement MFT</b>		<b>529,523.92</b>	
- Balance - Illinois Funds	475,439.69		
- Balance - Union Bank Money Market	54,084.23		
<b>Committed - Capital Improvement</b>		<b>151,016.56</b>	
- FY-05	81,596.76		
- FY-06	45,000.00		
- FY-08 Transfer (Wing Mower)	(41,751.00)		
- FY-11 P/W Truck Sale	31,000.00		
- FY-12 (Transfer - Garbage)	34,623.00		
-FY-13 (Salvage Receipts)	547.80		
<b>Committed - New Development Fees</b>		<b>968,617.63</b>	
- FY-06 Municipal Impact Fee	286,000.00		
- FY-07 Municipal Impact Fee	382,250.00		
- FY-08 Municipal Impact Fee	261,250.00		
- FY-08/FY-09 Transfer (Salt Bin)	(185,701.50)		
- FY-09 Municipal Impact Fee	82,500.00		
- FY-07/08 Municipal Transistion Fee	8,000.00		
- FY-07/08 Municipal Police/SafetyTransistion Fee	2,000.00		
- FY-09 Transfers Out	(127,256.51)		
- FY-10 Reimburse PGAV TIF Study from TIF	18,788.40		
- FY-10 Town Center Park Parking Lot	(201,112.76)		
- FY-10 Municipal Impact Fee	104,500.00		
- FY-11 Municipal Impact Fee	151,250.00		
- FY-11 Transfers (Road Study)	(13,000.00)		
- FY-13 Municipal Impact Fee	134,750.00		
- FY-12 Municipal Impact Fee	64,400.00		

<b>Committed - Tree Replacement/Beautification</b>		<b>21,208.90</b>		
- FY-09 Recycling Revenue	2,500.00			
- FY-10 Recycling Revenue	5,000.00			
- FY-10 Tree Replacements	(590.00)			
- FY-12 Recycling Revenue	10,026.40			
- FY-12 Tree Program	(727.50)			
- FY-13 Recycling Revenue	5,000.00			
<b>Committed - EDUI Funds</b>		<b>3,918.55</b>		
- FY-12 Balance	3,918.55			
<b>Restricted - Drug Forfeiture</b>		<b>2,956.77</b>		
- Balance	2,956.77			
<b>Committed - Enterprise Fund (Water / Wastewater)</b>		<b>900,888.56</b>		
- Balance	900,888.56			
<b>Committed - Pass Thru/Escrows</b>		<b>1,977,928.01</b>		
- Balance	1,977,928.01			
<b>Total</b>		<b>5,504,033.26</b>	<b>575,612.45</b>	<b>6,079,645.71</b>

<b>General Fund Revenue Receivable</b>			<b>156,210.28</b>	
- State Income Tax Payments Delayed	156,210.28			

<b>Total Unrestricted Funds including Receivables</b>			<b>731,822.73</b>	
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### Additional Information

<b>Pass Thru - Balance of Escrow</b>		<b>1,977,928.01</b>		
- Building Permit-Town Center	7,040.37			
- Performance Bonds / Escrows	235,735.96			
- TIF #1	35,235.68			
- Impact Fees - Library	45,612.00			
- Impact Fees - School	1,636,904.00			
- Impact Fees - Fire District	1,000.00			
- Transistion Fees - Fire	2,000.00			
- Transistion Fees - Library	400.00			
- Transistion Fees - School	14,000.00			

<b>Capital Projects</b>		<b>1,615,845.76</b>		
- Current Balance	115,845.76			
- Due from Conservancy Annexation	1,500,000.00			

<b>School Site Purchase</b>		<b>1,917,985.38</b>		
- Original Amount	1,500,000.00			
- Interest due 9/06 thru 2/13	417,985.38			

<b>Total Due VOG - Annexation</b>		<b>3,533,831.14</b>		
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<b>SSA #20 Loan from Water Department</b>		<b>574,724.39</b>		
- FY-08 Advances	341,194.63			
- FY-09 Avances to date	233,529.76			

<b>Total Due Water/Sewer Fund</b>		<b>574,724.39</b>		
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**TREASURER'S STATEMENT AS OF February 28, 2013**

	MONTH	YEAR TO DATE		YEAR TO DATE
Beginning Bank Balance:			<u>6,067,188.13</u>	<u>5,328,850.35</u>
Credits:				
General Fund:	<u>246,625.28</u>	<u>3,966,271.98</u>		
GO Bond	<u>5.55</u>	<u>236.01</u>		
Water Fund:	<u>179,934.08</u>	<u>1,669,260.58</u>		
Motor Fuel Tax (MFT):	<u>13,839.15</u>	<u>187,385.55</u>		
Performance Bonds/Escrow:	<u>12,565.00</u>	<u>198,864.75</u>		
TIF #1	<u>13.51</u>	<u>16,233.84</u>		
Drug Forfeiture:	<u>350.00</u>	<u>3,976.40</u>		
Total Credits All Funds:	<u>453,332.57</u>	<u>6,042,229.11</u>	<u>453,332.57</u>	<u>6,042,229.11</u>
Expenses:				
General Fund:	<u>282,390.53</u>	<u>3,389,995.08</u>		
GO Bond	<u>-</u>	<u>375,734.19</u>		
Water Fund:	<u>155,733.11</u>	<u>1,451,010.09</u>		
Motor Fuel Tax (MFT):	<u>-</u>	<u>-</u>		
Performance Bond/Escrow:	<u>2,751.35</u>	<u>69,241.06</u>		
TIF #1	<u>-</u>	<u>1,433.75</u>		
Drug Forfeiture:	<u>-</u>	<u>4,019.58</u>		
Total Debits All Funds:	<u>440,874.99</u>	<u>5,291,433.75</u>	<u>440,874.99</u>	<u>5,291,433.75</u>
Ending Bank Balance:				
General Fund:	<u>2,537,032.53</u>			
GO Bond	<u>138,356.29</u>			
Water Fund:	<u>900,888.56</u>			
Motor Fuel Tax (MFT):	<u>529,523.92</u>			
Performance Bond/Escrow:	<u>1,935,651.96</u>			
TIF #1	<u>35,235.68</u>			
Drug Forfeiture:	<u>2,956.77</u>			
Total Debits All Funds:	<u>6,079,645.71</u>		<u>6,079,645.71</u>	<u>6,079,645.71</u>

TREASURER'S SIGNATURE:



DATE: March 13, 2013

<b>Beginning Book Balance:</b>	<u>137,197.90</u>	<b>Previous YTD Credits:</b>	<u>3,719,646.70</u>
<b>Deposits (Total):</b>	<u>68,786.17</u>	<b>Current Credits:</b>	<u>113,866.06</u>
<b>Interest Income:</b>			<u>132,759.22</u>
(01-00-341) Money Market:	<u>43.66</u>	<b>Current YTD Credits:</b>	<u>3,966,271.98</u>
(01-00-341) Checking:	<u>2.10</u>	<b>Previous YTD Debits:</b>	<u>3,107,604.55</u>
(01-00-342) Performance Bond:	<u>15.95</u>	<b>Current Debits:</b>	<u>11,212.00</u>
			<u>271,178.53</u>
<b>Miscellaneous Income:</b>		<b>Current YTD Debits:</b>	<u>3,389,995.08</u>
Transfer From Illinois Funds	<u>250,000.00</u>		
Voided Ck #21222	<u>53.00</u>		
Transfer of Garbage Revenue	<u>63,840.18</u>		
Xfer Unused Flex	<u>18.16</u>		
<b>Subtotal:</b>	<u>519,957.12</u>	<b>G/F MM Balance:</b>	<u>248,778.59</u>
<b>Checks Written (Total):</b>	<u>261,988.53</u>	<b>IL Funds Balance:</b>	<u>1,311,085.86</u>
CY-13 Flex Benefits	<u>9,190.00</u>	<b>Barrington Bank CD's:</b>	<u>976,168.08</u>
Transfer to P/B (Agency)		<b>G/F CKG Balance:</b>	<u>1,000.00</u>
		<b>Total balance:</b>	<u>2,537,032.53</u>
<b>Ending Check Book Balance:</b>	<u>248,778.59</u>		
<b>Deposits in Transit:</b>	<u>124.05</u>		
<b>Outstanding Transfers:</b>	<u>63,840.18</u>		
<b>Balance per Bank Statement:</b>	<u>184,814.36</u>		

**Expenditures/Transfers:**

<b>Date:</b>	<b>For:</b>	<b>Amount:</b>
<u>2/5/2013</u>	Accounts Payable	<u>29,088.32</u>
<u>2/21/2013</u>	Accounts Payable	<u>112,124.99</u>
<u>2/1/2013</u>	February Insurance	<u>19,296.13</u>
<u>2/14/2013</u>	Payroll	<u>44,609.22</u>
<u>2/28/2013</u>	Payroll	<u>56,869.87</u>
	<b>Total:</b>	<u>261,988.53</u>

<b>Deposits:</b>	<b>Deposits:</b>	<b>Direct Deposits</b>	
<u>969.00</u>	<u>3,047.28</u>	T-Mobile	<u>1,725.00</u>
<u>106.00</u>	<u>3,723.60</u>	Kane County	
<u>2,122.80</u>	<u>106.00</u>	Nicor	<u>11,086.26</u>
<u>689.64</u>		Exelon	<u>16,332.55</u>
<u>10.00</u>			
<u>440.00</u>			
<u>393.00</u>			
<u>1,004.91</u>			
<u>306.00</u>			
<u>166.00</u>			
<u>1,615.00</u>			
<u>50.00</u>			
<u>23,110.16</u>			
<u>1,782.97</u>			
<b>Total Deposits</b>	<u>39,642.36</u>	<b>Total Direct Deposits</b>	<u>29,143.81</u>
<b>Total Deposits/Direct Deposits:</b>	<u>68,786.17</u>		

Village of Gilberts  
MONTH CLOSED: FEBRUARY, 2013

GENERAL FUND CHECKING ACCT  
01-00-103

Beginning Book Balance: 1,000.00

Deposits (Total): 140,913.31

Voided Checks:  
Check# Vendor Name: \_\_\_\_\_

Total Voided Checks: \_\_\_\_\_

Subtotal: 141,913.31

Checks Written (Total): 140,913.31

Voided Checks (Total): \_\_\_\_\_

Ending Check Book Balance: 1,000.00

Deposits in Transit: \_\_\_\_\_

Outstanding Checks: 2,679.57

Balance per Bank Statement: 3,679.57

Previous YTD Credits: \_\_\_\_\_

Current Credits: \_\_\_\_\_

Current YTD Credits: \_\_\_\_\_

Previous YTD Debits: \_\_\_\_\_

Current Debits: \_\_\_\_\_

Current YTD Debits: \_\_\_\_\_

Expenditures/Transfers:

Date:	For:	Amount:
<u>2/5/2013</u>	Accounts Payable	<u>28,788.32</u>
<u>2/21/2013</u>	Accounts Payable	<u>112,124.99</u>
_____	Accounts Payable	_____
_____	_____	_____
_____	_____	_____
	<b>Total:</b>	<u>140,913.31</u>

Outstanding Checks:

Check #:	Amount:	Check #:	Amount:
<u>15048</u>	<u>50.00</u>	_____	_____
<u>16678</u>	<u>60.00</u>	_____	_____
<u>18915(801007)</u>	<u>39.25</u>	_____	_____
<u>19374</u>	<u>10.00</u>	_____	_____
<u>21161</u>	<u>278.14</u>	_____	_____
<u>21185</u>	<u>80.00</u>	_____	_____
<u>21233</u>	<u>325.00</u>	_____	_____
<u>21258</u>	<u>40.00</u>	<b>Total</b>	<u>2,679.57</u>
<u>21270</u>	<u>350.00</u>		
<u>21276</u>	<u>18.72</u>		
<u>21279</u>	<u>278.14</u>		
<u>21285</u>	<u>390.60</u>		
<u>21287</u>	<u>40.00</u>		
<u>21288</u>	<u>250.00</u>		
<u>21290</u>	<u>425.72</u>		
<u>21291</u>	<u>44.00</u>		

**Village of Gilberts  
General Fund  
Certificates of Deposit  
February 28, 2013**

Bank	CD#	Amount	Term	Maturity Date	Interest Rate
Barrington Bank	0940000423-1001	224,645.79	6 months	3/27/2013	.20 APY
Barrington Bank	0940000423-1002	225,238.97	9 months	6/27/2013	.25 APY
Barrington Bank	0940000423-1003	262,946.20	12 months	9/27/2013	.40 APY
Barrington Bank	0940000423-1004	263,337.12	18 months	3/27/2014	.75 APY
Barrington Bank CD's	976,168.08				

Beginning Book Balance:	1,458,741.53	Previous YTD Credits:	
		Current Credits:	113,556.33
Deposits (Total):	113,476.51	Current YTD Credits:	
		Previous YTD Debits:	
(01-00-347) IL First Funds:	58.86	Current Debits:	11,212.00
(01-00-347) IL First Funds P/B:	20.96	Current YTD Debits:	
		CD Balance:	
Xfer Bond Acct-Reimburse:		G/F MM Balance:	
		G/F CKG Balance:	
Subtotal:	1,572,297.86	Total balance:	
Transfer to Union National	250,000.00		
Impact Fees to Agency Fund	11,212.00		
Ending Check Book Balance:	1,311,085.86		
Deposits in Transit:	20.96		
OutstandingTransfers:	5,606.00		
Balance per Bank Statement:	1,316,670.90		

**Expenditures/Transfers:**

Date:	For:	Amount:
Total:		

Deposits:	Direct Deposits:	Description:
17,645.92		
20,863.77		
22,409.51		
9,340.83		
43,216.48		
<b>Total Deposits/Direct Deposits:</b>	113,476.51	

Beginning Book Balance:	<u>138,350.74</u>	Previous YTD Credits:	<u>230.46</u>
Deposits (Total):	<u></u>	Current Credits:	<u>5.55</u>
	<u></u>	Current YTD Credits:	<u>236.01</u>
(15-00-347) IL First Funds:	<u>5.55</u>	Previous YTD Debits:	<u>375,734.19</u>
		Current Debits:	<u>-</u>
Miscellaneous Income:	<u></u>	Current YTD Debits:	<u>375,734.19</u>
Subtotal:	<u>138,356.29</u>		
Checks Written	<u></u>		
	<u></u>		
Ending Check Book Balance:	<u>138,356.29</u>		
Deposits in Transit:	<u></u>		
Outstanding Checks:	<u></u>		
Balance per Bank Statement:	<u>138,356.29</u>		

Expenditures/Transfers:

Date:	For:	Amount:
<u></u>	Accounts Payable	<u></u>
<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>
	Total:	<u>-</u>

Deposits:	Direct Deposits:	Description:
<u></u>	<u></u>	
<u></u>	<u></u>	
<u></u>	<u></u>	
<u></u>	<u></u>	
<u></u>	<u></u>	
<u></u>	<u></u>	
<u></u>	<u></u>	
Total Deposits/Direct Deposits:	<u>-</u>	

Beginning Book Balance:	2,227.57	Previous YTD Credits:	
Deposits (Total):		Current Credits:	-
		Current YTD Credits:	
(01-00-347) IL First Funds:		Previous YTD Debits:	
		Current Debits:	-
Miscellaneous Income:		Current YTD Debits:	
Subtotal:	2,227.57		
Checks Written			
Ending Check Book Balance:	2,227.57		
Deposits in Transit:			
Outstanding Checks:			
Balance per Bank Statement:	2,227.57		

Expenditures/Transfers:	For:	Amount:
	Total:	-

Deposits:	Direct Deposits:
Total Deposits/Direct Deposits:	-

Description:

<b>Beginning Book Balance:</b>	<u>246,434.68</u>	<b>Previous YTD Credits:</b>	<u>1,489,326.50</u>
			<u>6,862.94</u>
<b>Deposits (Total):</b>	<u>172,917.94</u>	<b>Current Credits:</b>	<u>173,071.14</u>
<b>Interest Income:</b>		<b>Current YTD Credits:</b>	<u>1,669,260.58</u>
<b>(20-00-341) Money Market:</b>	<u>152.18</u>	<b>Previous YTD Debits:</b>	<u>1,295,276.98</u>
<b>(20-00-341) Checking:</b>	<u>1.02</u>		<u>214.50</u>
		<b>Current Debits:</b>	<u>155,518.61</u>
<b>Voided Check #203258</b>		<b>Current YTD Debits:</b>	<u>1,451,010.09</u>
<b>Miscellaneous Income:</b>			
<b>Subtotal:</b>	<u>419,505.82</u>	<b>Barrington Bank:</b>	<u>58,449.97</u>
<b>Checks Written (Total):</b>	<u>91,504.43</u>	<b>Barrington Bank CD's :</b>	<u>500,637.34</u>
<b>Returned Checks</b>	<u>174.00</u>	<b>H2O MM Balance:</b>	<u>263,987.21</u>
<b>Transfer for Garbage</b>	<u>63,840.18</u>	<b>H2O Illinois Funds</b>	<u>76,814.04</u>
		<b>H2O CKG Balance:</b>	<u>1,000.00</u>
<b>Ending Check Book Balance:</b>	<u>263,987.21</u>	<b>Total balance:</b>	<u>900,888.56</u>
<b>Deposits in Transit:</b>	<u>627.92</u>		
<b>Outstanding Transfers:</b>	<u>63,840.18</u>		
<b>Balance per Bank Statement:</b>	<u>328,455.31</u>		

**Expenditures/Transfers:**

<b>Date:</b>	<b>For:</b>	<b>Amount:</b>
<u>2/5/2013</u>	Accounts Payable	<u>45,689.19</u>
<u>2/19/2013</u>	Accounts Payable	<u>19,863.37</u>
<u>2/14/2012</u>	Payroll-Water	<u>11,370.94</u>
<u>2/28/2013</u>	Payroll-Water	<u>11,107.36</u>
<u>2/1/2013</u>	Health Insurance	<u>3,473.57</u>

**Total:** 91,504.43

**Deposits:**

<u>8,227.81</u>	<u>4,242.15</u>		
<u>8,426.08</u>	<u>1,522.86</u>	<b>Direct Deposits</b>	
<u>26,428.39</u>	<u>3,997.84</u>		
<u>47,765.02</u>	<u>189.60</u>		
<u>9,263.17</u>	<u>437.30</u>		
<u>13,033.77</u>			
<u>929.50</u>			
<u>2,950.79</u>			
<u>4,126.25</u>			
<u>1,828.61</u>			
<u>598.35</u>			
<u>2,962.59</u>			
<u>3,942.04</u>			
<u>594.90</u>			
<b>Total Deposits:</b>	<u>172,917.94</u>		<u>31,450.92</u>



Beginning Book Balance:	<u>1,000.00</u>	Previous YTD Credits:	<u>                    </u>
Deposits (Total):	<u>65,680.90</u>	Current Credits:	<u>                    </u>
Voided Checks:		Current YTD Credits:	<u>                    </u>
Check#    Vendor Name:	<u>                                    </u>	Previous YTD Debits:	<u>                    </u>
	<u>                                    </u>	Current Debits:	<u>                    </u>
Total Voided Checks:	<u>                    </u>	Current YTD Debits:	<u>                    </u>
Subtotal:	<u>66,680.90</u>		
Checks Written (Total):	<u>65,680.90</u>		
	<u>                    </u>		
Ending Check Book Balance:	<u>1,000.00</u>		
Deposits in Transit:	<u>                    </u>		
Outstanding Checks:	<u>1,238.40</u>		
Balance per Bank Statement:	<u>2,238.40</u>		

**Expenditures/Transfers:**

<b>Date:</b>	<b>For:</b>	
<u>2/5/2013</u>	Accounts Payable	<u>45,689.19</u>
<u>2/5/2013</u>	Postage	<u>128.34</u>
<u>2/19/2013</u>	Accounts Payable	<u>19,863.37</u>
	<b>Total:</b>	<u>65,680.90</u>

**Outstanding Checks:**

Check #:	Amount:	Check #:	Amount:
<u>202350</u>	<u>4.18</u>	<u>                    </u>	<u>                    </u>
<u>202365</u>	<u>1.19</u>	<u>                    </u>	<u>                    </u>
<u>203853</u>	<u>160.49</u>	<u>                    </u>	<u>                    </u>
<u>203880</u>	<u>785.00</u>	<b>TOTAL</b>	<u>1,238.40</u>
<u>203881</u>	<u>35.06</u>		
<u>203886</u>	<u>50.00</u>		
<u>203890</u>	<u>202.48</u>		

Beginning Book Balance:	<u>58,447.35</u>	Previous YTD Credits:	<u>                    </u>
Deposits (Total):	<u>                    </u>	Current Credits:	<u>2.62</u>
Interest:		Current YTD Credits:	<u>                    </u>
Savings Acct:	<u>2.62</u>	Previous YTD Debits:	<u>                    </u>
		Current Debits:	<u>                    </u>
		Current YTD Debits:	<u>                    </u>

Subtotal: 58,449.97

Checks Written (Total):                       
Voided Checks (Total):                     

Ending Check Book Balance: 58,449.97  
Deposits in Transit:                       
Outstanding Checks:                       
Balance per Bank Statement: 58,449.97

Expenditures/Transfers:

Date:	For:	Amount:
<u>                    </u>	<u>                    </u>	<u>                    </u>
<u>                    </u>	<u>                    </u>	<u>                    </u>
<u>                    </u>	<u>                    </u>	<u>                    </u>
<u>                    </u>	<u>                    </u>	<u>                    </u>
<u>                    </u>	<u>                    </u>	<u>                    </u>
<u>                    </u>	<u>                    </u>	<u>                    </u>
<u>                    </u>	<u>                    </u>	<u>                    </u>
<u>                    </u>	<u>                    </u>	<u>                    </u>
	Total:	<u>                    </u>

Deposits:

Total Deposits:

**Village of Gilberts  
Water Fund  
Certificates of Deposit  
February 28, 2013**

Bank	CD#	Amount	Term	Maturity Date	Interest Rate
Barrington Bank	0940000423-1005	100,084.96	6 months	3/27/2013	.20 APY
Barrington Bank	0940000423-1006	200,212.42	9 months	6/27/2013	.25 APY
Barrington Bank	0940000423-1007	200,339.96	12 months	9/27/2013	.40 APY
Barrington Bank CD's	500,637.34				

Beginning Book Balance:	<u>70,283.42</u>	Previous YTD Credits:	<u>                    </u>
Deposits (Total):	<u>6,742.17</u>	Current Credits:	<u>6,745.12</u>
		Current YTD Credits:	<u>                    </u>
(20-00-347) Illinois Funds:	<u>2.95</u>	Previous YTD Debits:	<u>                    </u>
		Current Debits:	<u>214.50</u>
Total Voided Checks:	<u>                    </u>	Current YTD Debits:	<u>                    </u>
Subtotal:	<u>77,028.54</u>		
Checks Written (Total):	<u>                    </u>		
Returned Payments	<u>214.50</u>		
Ending Check Book Balance:	<u>76,814.04</u>		
Deposits in Transit:	<u>                    </u>		
Outstanding Checks:	<u>-</u>		
Balance per Bank Statement:	<u>76,814.04</u>		

Expenditures/Transfers:

Date:	For:
<u>                    </u>	<u>                    </u>
<u>                    </u>	<u>                    </u>
<u>                    </u>	<u>                    </u>
<u>                    </u>	<u>                    </u>
	Total: <u>-</u>

Deposits:	<u>505.32</u>	<u>566.50</u>
	<u>480.00</u>	<u>622.90</u>
	<u>436.50</u>	<u>132.00</u>
	<u>994.00</u>	<u>768.90</u>
	<u>138.00</u>	<u>250.00</u>
	<u>290.91</u>	<u>453.60</u>
	<u>211.20</u>	<u>310.00</u>
	<u>128.59</u>	<u>                    </u>
	<u>160.05</u>	<u>                    </u>
	<u>293.70</u>	<u>                    </u>
Total Deposits:	<u>6,742.17</u>	



Beginning Book Balance:	<u>461,600.54</u>	Previous YTD Credits:	<u>173,546.40</u>
			<u>-</u>
Deposits (Total):	<u>13,820.15</u>	Current Credits:	<u>13,839.15</u>
Interest Income:		Current YTD Credits:	<u>187,385.55</u>
(30-00-347) Money Market:	<u>19.00</u>	Previous YTD Debits:	<u></u>
		Current Debits:	<u>-</u>
Miscellaneous Income:	<u></u>	Current YTD Debits:	<u>-</u>
Subtotal:	<u>475,439.69</u>	MFT MM Balance	<u>54,084.23</u>
Checks Written (Total):	<u></u>	IL Funds Balance:	<u>475,439.69</u>
Returned Checks (Total):	<u></u>	Total balance:	<u>529,523.92</u>
Ending Check Book Balance:	<u>475,439.69</u>		
Deposits in Transit:	<u></u>		
Outstanding Checks:	<u>-</u>		
Balance per Bank Statement:	<u>475,439.69</u>		

Expenditures/Transfers:

Date:	For:	Amount:
<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>
Total:		<u></u>

Deposits:

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Total Deposits:

Beginning Book Balance:	206,004.31	Previous YTD Credits:	186,299.75
			11,212.00
Deposits (Total):	1,353.00	Current Credits:	1,353.00
Interest Income:		Current YTD Credits:	198,864.75
(31-00-341) Money Market:		Previous YTD Debits:	-
			66,489.71
Transfer from G/F		Current Debits:	-
Miscellaneous Income:			2,751.35
		Current YTD Debits:	69,241.06
Subtotal:	207,357.31		
Checks Written (Total):	2,751.35	P/Bond Balance	204,605.96
Transfer to General Fund		IL Funds Balance:	531,445.70
Transfer to Water Fund		CD'S Balance	1,199,600.30
		Total balance:	1,935,651.96
Ending Check Book Balance:	204,605.96		
Deposits in Transit:	116.00		
Outstanding Checks:	3,032.00		
Balance per Bank Statement:	207,521.96		

Expenditures/Transfers:

Date:	For:	Amount:
2/5/2013	Accounts Payable	2,465.74
	Bond Release	
	Bond Release	
2/19/2013	Accounts Payable	285.61
	Bond Release	
	Bond Release	
	Total:	2,751.35

Deposits:		Outstanding Checks	
58.00		301704	150.00
58.00		302505	175.00
116.00		302544	135.00
55.00		302569	106.00
950.00		302755	117.00
116.00		303231	58.00
		303288	1,000.00
		303293	1,000.00
		303294	175.00
		303297	58.00
		303298	58.00
		Total Outstanding Checks	3,032.00
	1,353.00		

Beginning Book Balance:	<u>520,233.70</u>	Previous YTD Credits:	<u></u>
Deposits (Total):	<u></u>	Current Credits:	<u>11,212.00</u>
Interest Income:		Current YTD Credits:	<u>11,212.00</u>
(31-00-341) Money Market:	<u></u>	Previous YTD Debits:	<u></u>
Transfer from G/F (Impact Fees)	<u>11,212.00</u>	Current Debits:	<u>-</u>
Miscellaneous Income:	<u></u>	Current YTD Debits:	<u>-</u>
Subtotal:	<u>531,445.70</u>		
Checks Written (Total):	<u></u>		
Transfer to General Fund	<u></u>		
Ending Check Book Balance:	<u>531,445.70</u>		
Deposits in Transit:	<u>5,606.00</u>		
Outstanding Transfers:	<u></u>		
Balance per Bank Statement:	<u>525,839.70</u>		

Expenditures/Transfers:

Date:	For:	Amount:
<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>
	Total:	<u>-</u>

Deposits:

<u></u>	<u></u>
<u></u>	<u></u>
<u></u>	<u></u>
<u></u>	<u></u>
<u></u>	<u></u>
<u></u>	<u></u>
<u></u>	<u></u>
<u></u>	<u></u>
Total Deposits:	<u>-</u>



**Village of Gilberts  
Performance Bond/Agency Fund  
Certificates of Deposit  
February 28, 2013**

Bank	CD#	Amount	Term	Maturity Date	Interest Rate
Union National Bank	4176509	391,315.36	12 months	10/13/2013	.82 APY
Union National Bank	4152930	258,179.58	6 months	4/15/2013	.73 APY
Union National Bank	4176517	374,349.47	12 months	10/24/2013	.81 APY
Union National Bank	4152989	175,755.89	6 month	5/21/2013	.72 APY
		1,199,600.30			
Union National CD's	1,199,600.30				

Beginning Book Balance:	<u>35,222.17</u>	Previous YTD Credits:	<u>16,220.33</u>
Deposits (Total):	<u></u>	Current Credits:	<u>13.51</u>
Interest Income:	<u>13.51</u>	Current YTD Credits:	<u>16,233.84</u>
(34-00-341) Money Market:	<u></u>	Previous YTD Debits:	<u>1,433.75</u>
		Current Debits:	<u>-</u>
Miscellaneous Income:	<u></u>	Current YTD Debits:	<u>1,433.75</u>
Subtotal:	<u>35,235.68</u>		
Checks Written (Total):	<u></u>		
Returned Checks (Total):	<u></u>		
Ending Check Book Balance:	<u>35,235.68</u>		
Deposits in Transit:	<u></u>		
Outstanding Checks:	<u>-</u>		
Balance per Bank Statement:	<u>35,235.68</u>		

Expenditures/Transfers:

Date:	For:	Amount:
<u></u>	Accounts Payable	<u></u>
<u></u>		<u></u>
<u></u>		<u></u>
<u></u>		<u></u>
<u></u>		<u></u>
<u></u>		<u></u>
<u></u>		<u></u>
<u></u>		<u></u>
<u></u>		<u></u>
	Total:	<u>-</u>

Deposits:

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<u></u>

Total Deposits: -

Beginning Book Balance:	<u>2,606.77</u>	Previous YTD Credits:	<u>3,626.40</u>
Deposits (Total):	<u>350.00</u>	Current Credits:	<u>350.00</u>
Interest Income:	<u></u>	Current YTD Credits:	<u>3,976.40</u>
(40-00-341) Money Market:	<u></u>	Previous YTD Debits:	<u>4,019.58</u>
	<u></u>	Current Debits:	<u>-</u>
Miscellaneous Income:	<u></u>	Current YTD Debits:	<u>4,019.58</u>
Subtotal:	<u>2,956.77</u>		
Checks Written (Total):	<u></u>		
Returned Checks (Total):	<u></u>		
	<u>-</u>		
Ending Check Book Balance:	<u>2,956.77</u>		
Deposits in Transit:	<u></u>		
Outstanding Checks:	<u></u>		
Balance per Bank Statement:	<u>2,956.77</u>		

Expenditures/Transfers:

Date:	For:	Amount:
<u></u>	Accounts Payable	<u></u>
<u></u>		<u></u>
<u></u>		<u></u>
<u></u>		<u></u>
	Total:	<u>-</u>

Deposits:	<u>350.00</u>
<u></u>	
<u></u>	
<u></u>	
<u></u>	
<u></u>	
<u></u>	
<u></u>	
	<u>350.00</u>
Total Deposits/Direct Deposits:	<u></u>

<b>Beginning Book Balance:</b>	<u>-</u>	<b>Previous YTD Credits:</b>	<u>                    </u>
<b>Deposits (Total):</b>	<u>133,129.23</u>	<b>Current Credits:</b>	<u>                    </u>
<b>Voided Checks:</b>		<b>Current YTD Credits:</b>	<u>                    </u>
<b>Check #:</b>	<b>Vendor Name:</b>	<b>Previous YTD Debits:</b>	<u>                    </u>
<u>                    </u>	<u>                    </u>	<b>Current Debits:</b>	<u>                    </u>
<u>                    </u>	<u>                    </u>	<b>Current YTD Debits:</b>	<u>                    </u>
<b>Subtotal:</b>	<u>133,129.23</u>		
<b>Checks Written (Total):</b>	<u>133,129.23</u>		
<b>Voided Checks (Total):</b>	<u>                    </u>		
<b>Ending Check Book Balance:</b>	<u>-</u>		
<b>Deposits in Transit:</b>	<u>                    </u>		
<b>Outstanding Checks:</b>	<u>18,536.37</u>		
<b>Balance per Bank Statement:</b>	<u>18,536.37</u>		

**Expenditures/Transfers:**

<b>Date:</b>	<b>For:</b>	
<u>2/14/2013</u>	<u>Payroll</u>	<u>44,609.22</u>
<u>2/28/2013</u>	<u>Payroll</u>	<u>56,869.87</u>
<u>2/14/2013</u>	<u>Payroll-Water</u>	<u>11,370.94</u>
<u>2/28/2013</u>	<u>Payroll-Water</u>	<u>11,107.36</u>
<u>2/28/2013</u>	<u>CY-14 Flex</u>	<u>9,171.84</u>
<u>                    </u>	<u>                    </u>	<u>                    </u>
<u>                    </u>	<u>                    </u>	<u>                    </u>
	<b>Total:</b>	<u>133,129.23</u>

**Outstanding Checks:**

<b>Check #:</b>	<b>Amount:</b>	<b>Check#:</b>	<b>Amount:</b>
<u>16537</u>	<u>200.18</u>	<u>16971</u>	<u>48.93</u>
<u>16804</u>	<u>337.47</u>	<u>16972</u>	<u>312.14</u>
<u>16904</u>	<u>23.09</u>	<u>16973</u>	<u>1,243.88</u>
<u>16922</u>	<u>168.37</u>	<u>16974</u>	<u>220.51</u>
<u>16947</u>	<u>232.09</u>	<u>16975</u>	<u>195.70</u>
<u>16965</u>	<u>314.46</u>	<u>16976</u>	<u>788.41</u>
<u>16966</u>	<u>645.58</u>	<u>16978</u>	<u>878.88</u>
<u>16967</u>	<u>173.37</u>	<u>16981</u>	<u>60.00</u>
<u>16968</u>	<u>218.37</u>	<u>16984</u>	<u>198.00</u>
<u>16969</u>	<u>1,921.43</u>	<u>16985</u>	<u>108.28</u>
<u>16970</u>	<u>206.06</u>	<u>16986</u>	<u>341.60</u>
		<u>16987</u>	<u>186.57</u>
		<u>16988</u>	<u>323.00</u>
		<u>Flex Benefits</u>	<u>9,190.00</u>
		<b>Total:</b>	<u>18,536.37</u>

## ROAD IMPROVEMENT FUND BALANCE SHEET

Date	Deposit	Received From	Balance
3/31/2012	\$ 100.00	March Overweight	\$ 471,408.66
4/30/2012	\$ 100.00	April Overweight	\$ 471,508.66
4/30/2012	\$ 108,047.92	Transfer for Waste Hauling	\$ 579,556.58
5/31/2012	\$ 559.16	May Road & Bridge	\$ 580,115.74
6/30/2012	\$ 2,874.38	June Road & Bridge	\$ 582,990.12
7/31/2012	\$ 50.00	July Overweight	\$ 583,040.12
7/31/2012	\$ 69.94	July Road & Bridge	\$ 583,110.06
8/31/2012	\$ 465.25	August Road & Bridge	\$ 583,575.31
8/31/2012	\$ 50.00	August Overweight	\$ 583,625.31
9/12/2012	\$ 1,867.88	September Road & Bridge	\$ 585,493.19
10/10/2012	\$ 883.33	October Road & Bridge	\$ 586,376.52
10/31/2012	\$ 180.00	October Overweight	\$ 586,556.52
11/30/2012	\$ 173.42	November Road & Bridge	\$ 586,729.94
11/30/2012	\$ 450.00	November Overweight	\$ 587,179.94
12/31/2012	\$ 50.00	December Overweight	\$ 587,229.94
1/31/2013	\$ 150.00	January Overweight	\$ 587,379.94
2/28/2013	\$ 150.00	February Overweight	\$ 587,529.94



**VILLAGE OF GILBERTS**

**KANE COUNTY**

**STATE OF ILLINOIS**

**ORDINANCE NUMBER 08-2013**

**An Ordinance Amending  
Village Code Section 9-2-2-1 Building Code**

**ADOPTED BY THE  
PRESIDENT AND BOARD OF TRUSTEES  
OF THE  
VILLAGE OF GILBERTS  
KANE COUNTY  
STATE OF ILLINOIS**

\_\_\_\_\_, 2013

**Published in pamphlet form by authority of the President and Board of Trustees of  
the Village of Gilberts, Kane County, Illinois this \_\_\_\_ day of \_\_\_\_\_, 2013.**

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**An Ordinance Amending  
Village Code Section 9-2-2-1 Building Code**

**WHEREAS**, from time to time the Village Board of Trustees of the Village of Gilberts reviews its Ordinances to determine if they are up to date to meet the changing conditions in the Village; and

**WHEREAS**, the President and Board of Trustees have determined that the timeline for completing work under an issued building permit should be shortened to ensure timely completion of the project; and

**WHEREAS**, the President and Board of Trustees have determined that this Ordinance would serve and be in the best interest of the Village of Gilberts; and

**THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF GILBERTS, ILLINOIS, as follows:**

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

**Section 2. Amendment.** Section 9-2-2-1 "Building Code" is hereby amended as follows (additions are identified as underlined and deletions are identified by strikethrough):

(5) All building permits for new principal structures shall expire twelve (12) months from issuance and all other building permits shall expire six (6) months from issuance ~~if construction equal to at least fifty percent (50%) of the entire construction for which the permit was issued has not been completed within such six (6) months and shall in all cases expire eighteen (18) months from issuance~~, at which time all construction must cease until a permit extension is obtained. All work required to be done in accordance with the submitted plans and specifications shall be completed within the term of the permit.

(2006 Code § 5.2.23)

**Section 3. Severability.** In the event a court of competent jurisdiction finds this Ordinance or any provision hereof to be invalid or unenforceable as applied, such finding shall not affect the validity of the remaining provisions of this Ordinance and the application thereof to the greatest extent permitted by law.



**Section 4. Repeal and Saving Clause.** All ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed; provided, however, that nothing herein contained shall affect any rights, actions, or causes of action which shall have accrued to the Village of Gilberts prior to the effective date of this Ordinances.

**Section 5. Effective Date.** This ordinance shall be in full force and effect from and 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 \_\_\_\_\_, 2013.

	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>	<u>Abstain</u>
Trustee Everett Clark	_____	_____	_____	_____
Trustee Dan Corbett	_____	_____	_____	_____
Trustee Louis Hacker	_____	_____	_____	_____
Trustee Nancy Farrell	_____	_____	_____	_____
Trustee Patricia Mierisch	_____	_____	_____	_____
Trustee Guy Zambetti	_____	_____	_____	_____
President Rick Zirk	_____	_____	_____	_____

APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2013  
(SEAL)

\_\_\_\_\_  
Village President Rick Zirk

ATTEST: \_\_\_\_\_  
Village Clerk, Debra Meadows

Published: \_\_\_\_\_

**RESOLUTION**

**VILLAGE OF GILBERTS**

**Authorizing the Approval of the CY 2013 Recreational Programming Agreement with the Tri-Cities' Team**

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

**Section 1:**

The Village of Gilberts hereby authorizes the Village President and Village Clerk to execute an agreement between the Village of Gilberts and a Tri-Cities Team to provide youth baseball practices.

**Section 2:**

This resolution shall be in full force and in effect from and after its passage and approval pursuant to law.

Passed this \_\_\_\_\_ day of \_\_\_\_\_ 2013 by a roll call vote as follows:

	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>	<u>Abstain</u>
Trustee Everett Clark	_____	_____	_____	_____
Trustee Dan Corbett	_____	_____	_____	_____
Trustee Nancy Farrell	_____	_____	_____	_____
Trustee Louis Hacker	_____	_____	_____	_____
Trustee Patricia Mierisch	_____	_____	_____	_____
Trustee Guy Zambetti	_____	_____	_____	_____
President Rick Zirk	_____	_____	_____	_____

APPROVED THIS \_\_\_\_\_ DAY OF APRIL, 2013

\_\_\_\_\_  
Village President, Rick Zirk

(SEAL)

ATTEST:

\_\_\_\_\_  
Village Clerk, Debra Meadows

Published: \_\_\_\_\_

**VILLAGE OF GILBERTS AND TRI-CITIES BASEBALL TEAM  
CY 2013 RECREATIONAL PROGRAMMING AGREEMENT**

**AGREEMENT** made this 12th day of March, 2013, by and between the Village of Gilberts, an Illinois municipal corporation (hereinafter referred to as “the Village”) and Tri-Cities Baseball Team the (hereinafter referred to as “Tri-Cities Team”).

**RECITAL**

**WHEREAS**, Tri-Cities Cowboys Team provides a youth baseball program for the communities it serves: and,

**WHEREAS**, the Village and Tri-Cities Cowboys Team agreed on a program of recreational activities;

**NOW THEREFORE, THE PARTIES AGREE AS FOLLOWS:**

**I. PURPOSE.** For calendar year 2013, the Village and Tri-Cities Cowboys Team agree to provide support of a youth baseball program offered by Tri-Cities Cowboys Team.

**II. SCOPE OF SERVICES.** Tri Cities Team shall implement the following program of activities:

**A. Youth Baseball**

1. Tri-Cities will organize and implement youth baseball practices.
2. The Gilberts Memorial Park (Tyrrell Road) baseball field shall be reserved for Tri-Cities Team baseball practice sessions as noted on their schedule **See Attached.**

Space at Memorial and/or Waitcus Parks shall be reserved for practice sessions for additional hours/days as mutually agreed upon by the Village and Tri-Cities to the best of its ability, the Village agrees to provide adequate practice times for Tri-Cities Team.

**III. MAINTENANCE AND FACILITIES**

**A. Village Responsibilities.** The Village agrees to provide the following services to support the programs provided by Tri-Cities:

1. Prior to the baseball season starting, the Village shall provide and maintain two porta-potties or similar temporary restroom accommodations at Memorial Park.

2. The Village shall provide Tri-Cities Team with information for the Village's designated non-emergency contact as follows: Chief Building Inspector, John Swedberg may be reached Monday-Friday from the hours of 8:30 am – 3:30 pm at 847-428-4167 after normal business hour you may contact Trustee Dan Corbett at 847-361-8991.
3. The Village shall be responsible for grass mowing and regular garbage collection at Memorial and Waitcus Parks. The grass will be properly maintained prior to practice times. The Village will provide garbage receptacles through its contracted waste hauler and arrange for regular garbage pick-up.
4. The Village shall be responsible for promptly removing graffiti, broken glass, or other hazards resulting from vandalism and/or misuse of the Village property.
5. The Village shall provide in-field sand for Tri-Cities Team use on the Memorial Park baseball diamond. If the baseball diamond is in need of more in-field sand throughout the season, Tri-Cities will contact the Village to request more to keep the baseball diamond in an appropriate playable condition.
6. The Village shall provide Tri-Cities Team a copy of the appropriate water quality test for the water fountain at Memorial Park to demonstrate compliance with all applicable state regulations.

**B. Tri-Cities Team agrees to the following conditions for the use of Village facilities for Tri Cities' Cowboys Team activities:**

1. Tri-Cities Team shall be responsible for lining the fields for the baseball program they run. Tri-Cities Buckeye may coordinate with other programs to prepare Village parks for practice or program use.
2. Tri-Cities Team shall be responsible for clearing the baselines and spreading in-field sand after every use. The sand will be provided by the Village for the baseball diamond at Memorial Park during their baseball season. Tri-Cities Buckeye Team shall also be responsible for raking the in-field after every use, with a rake provided by Tri Cities Cowboys Team.
3. Tri-Cities Team agrees to restore at the end of the day all Village parks and facilities used for Tri-Cities Team activities to the same condition as found at the beginning of the day, which includes picking up debris (water bottles, paper, ect.) as reasonably determined by the Village Public Works Supervisor.
4. Tri-Cities Team shall be responsible for conducting background checks on all coaches and adult volunteers prior to their participation in or assistance with any youth program.

**IV. REIMBURSEMENT.** The Village shall not be responsible for reimbursing or compensating Tri-Cities for the provision of the programs identified in this Agreement, nor shall the Village be entitled to any funds collected by Tri-Cities Team from the registration of program participants or other program-related revenues.

**V. OTHER TERMS AND CONDITIONS**

**A. TERM OF AGREEMENT.** This Agreement shall be in effect from March 12, 2013 to the YMCA needs the fields 2013.

**C. INSURANCE.** Tri-Cities Team shall carry a general liability insurance policy for an amount no less than \$1,000,000.00 and an umbrella policy for an amount no less than \$5,000,000.00. Tri-Cities shall add the Village as an additional insured party on any policy for the use of Village property and/or facilities for Tri-Cities' Buckeye Team activities and provide a copy of said policy or policies to the Village Clerk prior to the commencement of any activities on Village property by Tri-Cities Buckeye Team.

**D. INDEMNIFICATION.** Tri-Cities Team hereby shall indemnify and hold harmless the Village, its officers, representatives, employees, and facilities from and against any and all claims resulting from the use of Village property and/or facilities for Tri-Cities' Buckeye Team programs and activities.

**D. FAILURE TO PERFORM.** This Agreement may be declared null and void by either Tri-Cities Team or the Village should either the Village or Tri-Cities Team fail to meet any of the terms and conditions noted herein, within thirty (30) days of written notification of same by one to the other provided however, in the event of an extraordinary event or emergency the 30 day written notice period shall be reduced to forty-eight hours written notification, and during which time the other has not complied with this Agreement's provisions and conditions.

**E. EQUAL OPPORTUNITY.** Tri-Cities Team shall not discriminate in its employment, operating or business practices on the basis of race, creed, color, sex, military service status, age, national origin, matriculation or disability.

**F. AMENDMENT.** This Agreement may be amended during the term of this Agreement by mutual written consent of the Village and Tri-Cities.

**IN WITNESS WHEREOF,** the parties have entered into this Agreement on the date so shown at the beginning.

Village of Gilberts

Tri-Cities  
Baseball Team




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Rick Zirk, Village President

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(authorized signatory)



Date	Time	Home	Away	Location	Event
19-Mar	5:30-7:15			Memorial Park	Practice
21-Mar	5:30-7:15			Memorial Park	Practice
26-Mar	5:30-7:15			Memorial Park	Practice
28-Mar	5:30-7:15			Memorial Park	Practice
31-Mar	<del>12:00-2:00</del>		12:30-2:30	Memorial Park	Practice
2-Apr	5:30-7:15			Memorial Park	Practice
4-Apr	5:30-7:15			Memorial Park	Practice
7-Apr	<del>12:00-2:00</del>		12:30-2:30	Memorial Park	Practice
9-Apr	5:30-7:15			Memorial Park	Practice
11-Apr	5:30-7:15			Memorial Park	Practice
16-Apr	5:30-7:15			Memorial Park	Practice
18-Apr	5:30-7:15			Memorial Park	Practice
20-Apr	<del>12:00-2:00</del>		12:30-2:30	Memorial Park	Practice
23-Apr	5:30-7:15			Memorial Park	Practice
25-Apr	5:30-7:15			Memorial Park	Practice

We are Gilberts families whose kids have been playing on Memorial Park for years and will continue to play there for years to come.

Every year, we weed, spray the infield dirt to kill off weeds and grass, perform field maintenance before and after practice and pick up trash.. Last year we put Home plate back into the ground. The field is in need of dirt to the infield areas. Wind erosion and no maintenance has left a lip from the infield grass to the infield dirt that has at times become dangerous as the baseball takes very bad bounces. Also Home plate needs replaced as it was vandalized last year and is now problematic due to the fact that the underneath has dry rotted and fallen off leaving the plate with no support.

Thanks for the consideration

Joe Maskivish  
353 Jackson Ct. Gilberts

RESOLUTION

VILLAGE OF GILBERTS

**A Resolution authorizing a work order with Everest Excavation Inc. for Industrial Drive repair project**

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

**Section 1:**

The Village of Gilberts hereby authorizes the Village President and Village Clerk to execute a work order between the Village of Gilberts and Everest Excavation Inc. for Industrial Drive repair project as attached hereto and made a part hereof as Exhibit A as approved.

**Section 2:**

This resolution shall be in full force and in effect from and after its passage and approval pursuant to law.

Passed this \_\_\_\_\_ day of \_\_\_\_\_, 2013 by a roll call vote as follows:

	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>	<u>Abstain</u>
Trustee Everett Clark	_____	_____	_____	_____
Trustee Dan Corbett	_____	_____	_____	_____
Trustee Nancy Farrell	_____	_____	_____	_____
Trustee Louis Hacker	_____	_____	_____	_____
Trustee Patricia Mierisch	_____	_____	_____	_____
Trustee Guy Zambetti	_____	_____	_____	_____
President Rick Zirk	_____	_____	_____	_____

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2013

\_\_\_\_\_  
Village President, Rick Zirk

(SEAL)

ATTEST:

\_\_\_\_\_  
Village Clerk, Debra Meadows

Published: \_\_\_\_\_

Exhibit A

# Everest Excavating, Inc.

66 East End Drive, Gilberts, IL 60136 Office: 847-844-3700 Fax: 847-844-3733

March 11, 2013

RE: Industrial Dr Patch  
Gilberts, IL

Attn: John Swedberg

Thank you for the opportunity to provide you with a price for the above referenced project.

We propose to excavate the patch area as requested 13' wide by 50' long 24" Deep for the  
Lump Sum Amount of: \$ 17,600.00

**Job Item Clarifications:**

- Work items limited to area within construction limits as specified.
- All undercutting and replacement to be done at an agreed unit price in writing prior to work.
- Any and all extra work to be authorized in writing prior to work.
- Includes excavation and haul off of material generated from defined area.
- Includes 18" of 3" minus road gravel capped with 6" of CA-6 and compacted.
- Includes 3" of asphalt patch when plants open.
- Includes placement of filter fabric below 3" material.
- Assumes road to be shut down to one lane during excavation and patching.
- Assumes tax exempt, certification to be provided by Village of Gilberts.
- All work to be completed with union forces.
- Assumes any landscaping along shoulder to be by others.
- Patch materials will be warranted for 1 year, cannot warrantee against settlement that may result from patch not being excavated deeper as depth is predetermined and due to the time of year excavation and stone is being installed.
- \$12,000 due upon completion of Excavation and Stone Placement, balance due upon completion of Asphalt Patch.
- Additional Patching at time of initial patch excavation if required beyond area stated to be billed at \$ 26.00 per sf.

Everest Excavating reserves the right to verify the topography of existing conditions.

Thank You,  
Everest Excavating, Inc.

Martin Nelsen

Accepted By: \_\_\_\_\_

Date: \_\_\_\_\_





# CERTIFICATE OF LIABILITY INSURANCE

EVERES1

OP ID: NL

DATE (MM/DD/YYYY)

03/15/13

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> KRW Insurance Agency, Inc. 338 Memorial Dr., Suite 100 Crystal Lake, IL 60014-6262 Nichole LaSarre	<b>815-459-6300</b> <b>815-459-5794</b>	<b>CONTACT NAME:</b> <b>PHONE (A/C, No, Ext):</b> <b>E-MAIL:</b> <b>ADDRESS:</b>	<b>FAX (A/C, No):</b>
		<b>INSURER(S) AFFORDING COVERAGE</b>	<b>NAIC #</b>
		<b>INSURER A : Pekin Insurance</b>	<b>24228</b>
		<b>INSURER B : Commerce &amp; Industry Ins. (AIG)</b>	<b>19410</b>
		<b>INSURER C :</b>	
		<b>INSURER D :</b>	
		<b>INSURER E :</b>	
		<b>INSURER F :</b>	

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADOL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS		
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR		CL0054699	01/23/13	01/23/14	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000		
	GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC							
	A	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		00P619107	01/23/13	01/23/14	COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ 1,000,000 BODILY INJURY (Per accident) \$ 1,000,000 PROPERTY DAMAGE (Per accident) \$ 1,000,000	
		A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB DED <input checked="" type="checkbox"/> RETENTION \$ 10,000		CU19089	01/23/13	01/23/14	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
A			<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A	00WC63005	01/23/13	01/23/14	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
			B	<b>Excess Liability</b> \$5mil x \$5mil		BE 063588093	08/15/12	08/15/13

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, If more space is required)  
Any/All Addl Instds must be required so by written contract.

**CERTIFICATE HOLDER****CANCELLATION**

<b>GILBE03</b>  Village of Gilberts 73 Industrial Dr. Gilberts, IL 60136	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE Nichole LaSarre
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VILLAGE OF GILBERTS, ILLIONIS  
WATER SYSTEM IMPROVEMENTS  
BARIUM/RADIUM PRE-TREATMENT SYSTEM DESIGN & CONSTRUCTION  
WORK ORDER  
AMENDMENT NO. 1

UPDATED

EXHIBIT A

**ENGINEERS' PROJECT NO. 110514.40 (design) & 110514.60 (construction)**

**Purpose of Amendment:** Increase in Project scope and compensation of original Work Order dated February 21, 2012, amend Design and Construction fees to comply with new IEPA recommendations, and include additional IEPA Loan form.

**Amended Engineering Services:**

The scope of engineering services is hereby amended to include the following additional services: Design of a new dehumidification and heating system for the softener room, removal of the existing system, and additions to the chlorination system as well as the addition of the IEPA required "Certification Regarding Debarment, Suspension, and other Responsibility Matters" form as an attachment, deletion of the "Bidding Assistance" portion of the Design fee in accordance with IEPA Loan recommendations and increasing the Construction Fee by the same amount (\$2,100.00)

**Amended Compensation:**

Current Not-to-Exceed Work Order Limit (110514.40): \$55,000

Net increase of this Amendment: \$ 3,900

Amended Not-to Exceed Work Order Limit: **\$58,900**

Current Not-to-Exceed Work Order Limit (110514.60): \$40,000

Net increase of this Amendment: \$ 2,100

Amended Not-to Exceed Work Order Limit: **\$42,100**

Submitted by: **Baxter & Woodman, Inc.**

By: 

Louis D. Haussmann, PE, PTOE

Title: Vice President / COO

Date: January 31, 2013

Approved: **Village of Gilberts, IL**

By: \_\_\_\_\_

Rick Zirk

Title: Village President

Date: \_\_\_\_\_

**Comments and Conditions:** None

## RESOLUTION

## VILLAGE OF GILBERTS

**Resolution authorizing a work order with Baxter & Woodman for design & construction engineering for barium/radium pre-treatment system improvements**

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

**Section 1:**

The Village of Gilberts hereby authorizes the Village President and Village Clerk to execute a Engineering Service Work Order with Baxter & Woodman for Water System Improvements (Barium/Radium Pre-Treatment System Design & Construction, for an amount not to exceed 55,000 for Design and \$40,000 for Construction, and such documents as are necessary and convenient to effectuate the professional service agreement as here by attached hereto and made a part hereof as Exhibit A as approved.


**Section 2:**

This resolution shall be in full force and in effect from and after its passage and approval pursuant to law.

Passed this 21<sup>st</sup> day of February, 2012 by a roll call vote as follows:

	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>	<u>Abstain</u>
Trustee Everett Clark	✓	_____	_____	_____
Trustee Dan Corbett	✓	_____	_____	_____
Trustee Nancy Farrell	✓	_____	_____	_____
Trustee Louis Hacker	✓	_____	_____	_____
Trustee Patricia Mierisch	_____	✓	_____	_____
Trustee Guy Zambetti	✓	_____	_____	_____
President Rick Zirk	_____	_____	_____	_____

APPROVED THIS 21<sup>st</sup> DAY OF February, 2012

  
Village President, Rick Zirk



  
Village Clerk, Debra Meadows

U.S. Environmental Protection Agency  
Washington, D.C. 20460

Certification Regarding  
Debarment, Suspension and Other Responsibility Matters

The prospective participant certifies to the best of its knowledge and belief that it and its principals:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
- (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
- (d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

I understand that a false statement on this certification may be grounds for rejection of this proposal or termination of the award. In addition, under 18 USC Sec. 1001, a false statement may result in a fine of up to \$10,000 or imprisonment for up to 5 years, or both.

Louis D. Haussmann, Vice President / COO  
Typed Name & Title of Authorized Representative

  
Signature of Authorized Representative

July 11, 2012  
Date

☐ I am unable to certify to the above statements. My explanation is attached.

**VILLAGE OF GILBERTS, ILLINOIS  
WATER SYSTEM IMPROVEMENTS  
BARIUM/RADIUM PRE-TREATMENT SYSTEM DESIGN & CONSTRUCTION**

**ENGINEERING SERVICES  
WORK ORDER**

**ENGINEERS' PROJECT # 110514.40 (design) & 110514.60 (construction)**

**Description of Services to be Provided:**

Provide design and construction engineering services for the Water Treatment Plant barium/radium pre-treatment system. The purpose of this Project is to reduce the concentration of barium and radium released to the sanitary sewer system to comply with the Water Reclamation Facility's (WRF) renewed NPDES Discharge Permit that took effect August 1, 2011, and to reduce WRF biosolids disposal cost. Services will be provided in accordance with the Engineering Services Agreement dated January 1, 2003.

A detailed scope of services for this Project is provided in Attachment A.  
Attachment B contains standard loan language as it applies to this Project.

**Schedule:**

The above-described engineering services will begin upon receipt of this Work Order, approved by the Village of Gilberts. The following design schedule is anticipated:

Receive Authorization to Proceed with Design	February 14, 2012
Conduct On-site Pilot Tests (Preliminary Design)	February 27, 2012
Commence detailed Design	April 2, 2012
Submit Detailed Design to IEPA for Review and Permit	July 30, 2012
Assist Village with Bidding	October 25, 2012

**Compensation:**

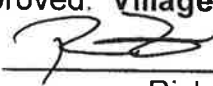
Compensation for the services to be provided under this Work Order will be in accordance with the Engineering Services Agreement dated January 1, 2003. The engineering fee is based upon our standard hourly rates of compensation for actual work time performed plus reimbursement for out-of-pocket expenses including travel, which will not exceed \$55,000 for Design and \$40,000 for Construction.

Submitted: **Baxter & Woodman, Inc.**

By:   
Louis D. Haussmann, PE, PTOE  
Title: Vice President / COO

Date: 02/21/12

Approved: **Village of Gilberts, IL**

By:   
Rick Zirk  
Title: Village President

Date: 2/21/2012

**Additional Comments and Conditions:** Compensation includes an allowance of \$3,000 for Certified Laboratory fees and reimbursable expenses.

## Scope of Services

The following scope of services details the anticipated tasks necessary to successfully complete this Project so that the Village can:

- Reduce the Barium in its WRF effluent to comply with Special Condition 15 of the WRF's renewed NPDES Discharge Permit, which sets forth a schedule by which the Village must come into compliance with Barium effluent limits.
- Reduce the Radium in its WRF biosolids to reduce the cost of biosolids disposal and extend the life of land application fields.

### I. Design

#### A. General Project Administration

##### 1. Project Management

Plan, schedule, and control the activities that must be performed to complete the Project. These activities include:

- a. Budget control
- b. Schedule control
- c. Adherence to the Project scope.
- d. Provide bi-weekly status reports via email that describe the tasks completed that week and outline the goals for the following week.

##### 2. Conduct Project Kick-off Meeting

A Project kick-off meeting with Village staff and the Project team will be held for the Project. The purposes of this meeting are to establish clear lines of communication; discuss the Village's needs and objectives for the Project; request existing system data needed to complete the analysis; and confirm Project schedule and future meeting dates.

##### 3. Quality Assessment and Quality Control

Conduct QA/QC reviews at various project milestones as following:

- a. Conduct an internal peer review of the preliminary design.
- b. Conduct a review by a Certified Water Treatment Plant operator.
- c. Conduct a review to ensure constructability.

## B. Project Deliverables

### 1. Preliminary Design

Plan and execute the tasks necessary to produce and collect sufficient volume of the pre-treatment system sludge for analyses by a de-watering press manufacturer as well as testing and modifying the existing brine system to maximize the efficiency of the regeneration process including the following:

- a. Observe softener regeneration process and assist Village Personnel to maximize the regeneration process efficiency.
- b. Conduct a pilot test of the proposed process to collect sufficient water treatment plant (WTP) sludge to determine the final de-watering press capacity and filter media.
- c. Conduct laboratory tests on the collected WTP wastewater sludge to determine quantity of treatment chemicals necessary to meet barium and radium reduction goals.
  - (1.) Arrange testing of the untreated regeneration wastewater by certified lab for barium and radium concentration.
  - (2.) Collect sludge samples produced during pilot testing for further testing.
  - (3.) Based upon results of lab testing, determine quantity of sand necessary to keep radium in dewatered sludge below the 200 pCi/g threshold for disposal at a landfill.
- d. An allowance of \$3,000 in Certified Laboratory fees and pilot testing equipment is included in the design fee.
  - (1.) If the actual cost of testing exceeds \$3,000, Baxter & Woodman's compensation will be increased to cover the additional cost.

### 2. Detailed Design

Based upon the results of the preliminary design, prepare the final design for submission to the IEPA Permit Section for review and a construction permit. The tasks to be performed are as follows:

- a. Prepare Plans and Specifications for the Barium/Radium Pre-Treatment System in accordance with the IEPA Regulations.
- b. Prepare for review and approval by the Village and its legal counsel the forms of Construction Contract Documents consisting of Advertisement for Bids, Bidder Instructions, Bid Form, Agreement, Performance Bond Form, Payment Bond Form, General Conditions, and Supplementary

Conditions, where appropriate, based upon documents prepared by the Engineers Joint Contract Document Committee (EJCDC).

- c. Prepare Bidding Documents in accordance with the requirements of the IEPA's Low interest Loan Program.
  - d. Meet with the Village to review the plans and specifications.
  - e. Incorporate Village comments.
  - f. Submit the final Plans and Specifications to the IEPA Permit Section for Review and a Construction Permit.
  - g. Prepare an Opinion of Probable Construction Cost for the Project.
3. Project Bidding
- a. Assist the Village to secure sealed bids from as many qualified bidders as possible.
  - b. Attend bid opening.
  - c. Review bids and prepare a letter of recommendation to award.

## **II. Construction Services**

Act as the Village's representative with duties, responsibilities and limitations of authority as assigned in the construction contract documents.

### **A. PROJECT INITIATION**

- 1. Attend and prepare minutes for the preconstruction conference, and review the Contractor's proposed construction schedule and list of subcontractors.
- 2. Prepare Award Letter, Agreement, Contract Documents, Performance/ Payment Bonds, and Notice to Proceed. Review Contractor insurance documents.

### **B. CONSTRUCTION ADMINISTRATION**

- 1. Check, Review, and approve shop drawings, manufacturer's literature, samples, and other submittals by the Contractor, but only for compliance with the drawings and specifications as to quality of materials and performance of equipment. Such review shall not be construed as relieving the Contractor of the responsibility to meet requirements of the construction contract documents.
- 2. Prepare for construction layout and staking.



3. Review construction record drawings for completeness prior to submission to CADD.
4. Prepare construction contract change orders and work directives when authorized by the the .
5. Review the Contractor's requests for payments as construction work progresses, and advise the the of amounts due and payable to the Contractor in accordance with the terms of the construction contract documents.
6. Research and prepare written response by Engineers to requests for information from the the and Contractor.
7. Visit site as needed by project manager or other office staff.

C. FIELD OBSERVATION

1. Provide Resident Project Representatives at the construction site on a periodic part-time basis from the Engineers' office of not more than eight (8) hours per regular weekday, not including legal holidays as deemed necessary by the Engineers, to stake-out construction lines and grades, to assist the Contractor with interpretation of the Drawings and Specifications, to observe in general if the Contractor's work is in conformity with the Final Design Documents, and to monitor the Contractor's progress as related to the Construction Contract date of completion. The construction Contractor is a separate company from the Engineers. The the understands and acknowledges that the Engineers are not responsible for the Contractor's construction means, methods, techniques, sequences or procedures, time of performance, compliance with Laws and Regulations, or safety precautions and programs in connection with the Project, and the Engineers do not guarantee the performance of the Contractor and are not responsible for the Contractor's failure to execute the work in accordance with the construction contract documents.
2. Provide the necessary base lines, benchmarks, and reference points to enable the Contractor to proceed with the work.
3. Keep a daily record of the Contractor's work on those days that the Engineers are at the construction site including notations on the nature and cost of any extra work, and provide weekly reports to the the of the construction progress and working days charged against the Contractor's time for completion.

**D. SUBSTANTIAL COMPLETION OF PROJECT**

1. Provide construction inspection services when notified by the Contractor that the Project is substantially complete. Prepare written punch lists during substantial completion inspections.
2. Prepare Certificate of Substantial Completion.

**E. COMPLETION OF PROJECT**

1. Provide construction inspection services when notified by the Contractor that the Project is complete. Prepare written punch lists during final completion inspections.
2. Review the Contractor's written guarantees and issue a Notice of Acceptability for the Project by the the .
3. Review the Contractor's requests for final payment, and advise the the of the amounts due and payable to the Contractor in accordance with the terms of the construction contract documents.
4. Prepare construction record drawings that show field measured dimensions of the completed work, which the Engineers consider significant, and provide the the with one set of reproducible record drawings within ninety (90) days of the Project completion.

**F. PROJECT CLOSEOUT**

1. Provide construction-related engineering services including, but not limited to, General Construction Administration and Resident Project Representative Services.

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1. The Engineers shall complete the professional services described in Attachment A Section I within 120 consecutive calendar days from the date of the Village's written notice to proceed with the Project.
2. The Project will be partially funded through the Illinois EPA Public Water Supply Loan Program (PWSLP) and the Engineers shall maintain books, records, documents and other evidence directly pertinent to performance of PWSLP loan work under this Agreement consistent with generally accepted accounting standards in accordance with the American Institute of Certified Public Accountants Professional Standards. The Illinois EPA or any of its authorized representatives shall have access to books, records, documents and other evidence for the purpose of inspection, audit and copying. Facilities shall be provided for access and inspection.

Audits conducted pursuant to this provision shall be in accordance with generally accepted auditing standards.

All information and reports resulting from access to records pursuant to this section shall be disclosed to the Illinois EPA. The Engineers shall have an opportunity for an audit exit conference and an opportunity to comment on the pertinent portions of the draft audit report. The final audit report shall include the written comments, if any, of the audited parties.

- (1) Books, records, documents and other evidence directly pertinent to performance of PWSLP loan work under this Agreement shall be maintained consistent with generally accepted accounting standards in accordance with the American Institute of Certified Public Accountants Professional Standards. The Agency or any of its authorized representatives shall have access to the books, records, documents and other evidence for the purpose of inspection, audit and copying. Facilities shall be provided for access and inspection.
- (2) Audits conducted pursuant to this provision shall be in accordance with generally accepted auditing standards.
- (3) All information and reports resulting from access to records pursuant to subsection (1) above shall be disclosed to the Agency. The auditing agency shall afford the ENGINEERS an opportunity for an audit exit conference and an opportunity to comment on the pertinent portions of the draft audit report. The final audit report shall include the written comments, if any, of the audited parties.

Records under this section shall be maintained and made available during performance of project services under this Agreement and for 3 years after the final loan closing. In addition, those records that related to any dispute pursuant to Section 664.650 of the procedures for issuing loans from the PWSLP, litigation, the settlement of claims arising out of project performance, costs or items to which an

audit exception has been taken shall be maintained and made available for 3 years after the resolution of the appeal, litigation, claim or exception.

The Engineers warrant that no person or selling agency has been employed or retained to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, excepting bonafide employees. For breach or violation of this warranty, the Village shall have the right to annul this Agreement without liability or in its discretion to deduct from the contract price or consideration or otherwise recover, the full amount of such commission, percentage, brokerage, or contingent fee.

3. The Engineers agree to take affirmative steps to assure that disadvantaged business enterprises are utilized when possible as sources of supplies, equipment, construction and services in accordance with Loan Rules. As required by the award conditions of USEPA's Assistance Agreement with IEPA, the Engineers acknowledge that the fair share percentages are 5% for MBEs and 12% for WBEs.
4. The Engineers shall not discriminate on the basis of race, color, national origin or sex in the performance of this contract. The Engineers shall carry out applicable requirements of 40 CRF Part 33 in the award and administration of contracts awarded under EPA financial assistance agreements. Failure by the Engineers to carry out these requirements is a material breach of this contract which may result in the termination of this contract or other legally available remedies.

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# Softener Waste Pretreatment Water System Improvements

Village Board Meeting  
March 19, 2013

Baxter & Woodman, Inc.  
Harry D. Harman, P.E.  
Project Manager

1. Problem
  - a. Barium (Ba) & Radium (Ra) in well water
  - b. Water Reclamation Facility
    - i. Ba - Violate effluent limit
    - ii. Ra - Expensive biosolids disposal

2. Objective
  - a. Water Reclamation Facility
    - i. Ba – effluent limit compliance
    - ii. Ra – lower biosolids disposal cost

## 3. Expected Results at WRF

	<u>Limits</u>	<u>Current</u>	<u>After Pretreatment</u>	
Ba	2.0	3.5	<b>0.5</b>	mg/l in WRF effluent
Ra	100	96	<b>10</b>	pCi/g in WRF biosolids

## 4. Schematic Diagrams (Attached)

## 5. Cost

Construction	\$469,500
Engineering - Construction	<u>\$ 42,100</u>
Total Construction Project	\$511,600
Engineering – Design	<u>\$ 58,900</u>
Total	\$570,500

## 6. Schedule (Depends on IEPA Permit & Loan)

- a. Advertise 4/15/13
- b. Open Bids 6/5
- c. COTW 6/11
- d. Village Board 6/18
- e. Loan Offer from IEPA 8/1
- f. Notice of Award 8/2
- g. Notice to Proceed 9/1
- h. Construction Complete 1/15/14



RESOLUTION

VILLAGE OF GILBERTS

**Resolution authorizing a work order with Baxter & Woodman for a  
Facility Plan Amendment**

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

**Section 1:**

The Village of Gilberts hereby authorizes the Village President and Village Clerk to execute a Engineering Service Work Order with Baxter & Woodman to amend the 2005 Facility Plan and Anti-Degradation Assessment, and such documents as are necessary and convenient to effectuate the professional service agreement as here by attached hereto and made a part hereof as Exhibit A as approved.

**Section 2:**

This resolution shall be in full force and in effect from and after its passage and approval pursuant to law.

Passed this \_\_\_\_ day of \_\_\_\_\_, 2013 by a roll call vote as follows:

	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>	<u>Abstain</u>
Trustee Everett Clark	_____	_____	_____	_____
Trustee Dan Corbett	_____	_____	_____	_____
Trustee Nancy Farrell	_____	_____	_____	_____
Trustee Louis Hacker	_____	_____	_____	_____
Trustee Patricia Mierisch	_____	_____	_____	_____
Trustee Guy Zambetti	_____	_____	_____	_____
President Rick Zirk	_____	_____	_____	_____

APPROVED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2013

\_\_\_\_\_  
Village President, Rick Zirk

(SEAL)

ATTEST:

\_\_\_\_\_  
Village Clerk, Debra Meadows

# Exhibit A

## VILLAGE OF GILBERTS, ILLINOIS WATER RECLAMATION FACILITY FACILITY PLAN AMENDMENT

### ENGINEERING SERVICES WORK ORDER

#### ENGINEERS' PROJECT # 130262.30

##### Description of Services to be Provided:

Provide engineering services for the preparation of an Amendment to these two reports:

1. March 2005 WWTP Expansion Facility Plan
2. October 2005 Anti-Degradation Assessment

These reports established a Plan by which the Village would expand the capacity of its Water Reclamation Facility (WRF). This Facility Plan Amendment will update that Plan in accordance with the draft Memorandum of Understanding (MOU) attached to this Work Order as Attachment B. The MOU is a result of negotiations with key stakeholders. The Village expects the MOU to be executed at some point during the time the Facility Plan Amendment is being prepared.

The Village may pursue a loan from the Illinois Environmental Protection Agency (IEPA)'s Water Pollution Control Loan Program (WPCLP) for the expansion of the WRF. Therefore, the Facility Plan Amendment will comply with the WPCLP's planning requirements.

The purpose of the Facility Plan Amendment is to revise the Plan to make the Village's cost of wastewater treatment more competitive with that of its neighboring communities. Services will be provided in accordance with the Engineering Services Agreement dated January 1, 2003.

A detailed scope of services for this Project is provided in Attachment A.

##### Schedule:

The above-described engineering services will begin upon receipt of this Work Order, approved by the Village of Gilberts. The following design schedule is anticipated:

Receive authorization to proceed	June 5, 2013
Review preliminary report with Village	September 30, 2013
Submit Facility Plan Amendment to IEPA	October 31, 2013
Receive IEPA Approval	January 31, 2014

##### Compensation:

Compensation for the services to be provided under this Work Order will be in accordance with the Engineering Services Agreement dated January 1, 2003. The engineering fee is based upon our standard hourly rates of compensation for actual work time performed plus reimbursement for out-of-pocket expenses including travel, which will not exceed \$39,504.

Submitted: **Baxter & Woodman, Inc.**

By: \_\_\_\_\_

John V. Ambrose, PE

Title: Vice President

Date: \_\_\_\_\_

Approved: **Village of Gilberts, IL**

By: \_\_\_\_\_

Rick Zirk

Title: Village President

Date: \_\_\_\_\_

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### **Scope of Services**

The following scope of services details the anticipated tasks necessary to successfully complete this Project so that the Village can expand its WRF in accordance with the Memorandum of Understanding (MOU) attached to this Work Order as Attachment B.

1. ADMINISTRATION & MEETINGS – Confer with the Village's Village Administrator, and his staff, from time to time, to clarify and define the general scope, extent, and character of the Project. Hold the following meetings:
  - a. Kickoff Meeting with Village Staff
  - b. Final Review Meeting with Village Staff
2. PROJECT MANAGEMENT - Plan, schedule, and control the activities that must be performed to complete the Project. These activities include, but are not limited to, budget, schedule, and scope.
3. STUDY AREA - Show the Study Area, Facilities Planning Area (FPA), and Village Limits to illustrate how they have changed since 2005 and the settlement of the lawsuit with Pingree Grove over boundaries.
4. PRESENT CONDITIONS – Describe the current conditions in the Village of Gilberts wastewater treatment system. Determine existing population, non-residential population equivalents (PEs) and wastewater contribution flow and pollutant loads. Describe current condition of the WRF.
  - a. From the records of the flow meters at the WRF and the 2 pump stations that pump into the WRF, determine the amount of the WRF's existing 1.0 mgd capacity is currently used.
  - b. From the WRF operating records, update the wastewater characteristics:
    - 1) Wastewater Sources
    - 2) Organic (BOD5) Loading
    - 3) Solids (SS) Loading
    - 4) Nutrient Loading
  - c. Identify changes that have been made to the WRF since 2005, such as the addition of the chemical phosphorus removal system.
  - d. Update the existing population: sewerage & unsewered.



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- e. Update the WRF Capacity Tracking spreadsheet to show the residential and non-residential wastewater flow, in terms of Population Equivalents (PE), from each existing and planned development that:
    - 1) Was originally allocated to the development.
    - 2) Is now being contributed to the sewer system.
      - a) Residential: The number of units occupied x the PE/unit allocated.
      - b) Non-residential: The actual potable water billed to each unit, or if the Village cannot provide that data, an estimate of the amount of wastewater each unit is contributing.
    - 3) Is yet to be contributed, which is the difference between 1) and 2) above.

**5. FUTURE CONDITIONS**

- a. Change the 20-year planning period from 2006 - 2025 to 2017 – 2036.
- b. Update the population projections:
  - 1) CMAP Projections
  - 2) Village Projections (as described below)
    - a) In addition to the PE that is yet to come from existing developments per 4. B. 3) above, determine the residential population and the non-residential population equivalents (PE) that will come from new development and growth.
    - b) Use the projections that were made in the 2009 “Wastewater Collection and Treatment System Master Plan Update” prepared by Baxter & Woodman.
- c. Determine the wastewater contribution from development and growth areas.
  - 1) Determine the PE from new residential dwelling units expected to be built, occupied, or sewered and multiply the number of units by:
    - a) 3.2 PE/unit for each single family home.
    - b) 2.0 PE/unit for each townhome or duplex unit.
  - 2) Determine the PE from new non-residential units expected to be built, occupied, or sewered.
  - 3) Determine future WRF influent flow rate by multiplying the new residential PE and new non-residential PE by 100 gallons per day per PE.
  - 4) Forecast the WRF influent flow rate each year from 2013 until it reaches 2.5 mgd according to the following growth projection:
    - a) 2013-16: 50 homes/year (or the non-residential equivalent thereof).

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- b) 2017+: 100 homes/year (or the non-residential equivalent thereof).
6. FUTURE EFFLUENT LIMITS – Update the forecast of the future effluent limits by adding information on the:
- a. Stricter ammonia limits that USEPA is expected to promulgate in 2013.
  - b. Potential nutrient limits that IEPA is currently considering.
7. BASIS OF DESIGN - Develop a Basis of Design that takes into account the current actual loading conditions and the projected increase in loading using standards and design criteria from the Illinois Recommended Standards for Sewage Works and considering future regulations.
8. FUTURE NEEDS
- a. Determine future wastewater treatment needs using the:
    - 1) WRF influent flow forecast.
    - 2) Basis of Design.
  - b. Forecast when the capacity of the WRF will need to be expanded, using 0.25 mgd increments.
  - c. Determine the improvements required to meet future needs:
    - 1) WRF:
      - a) Existing treatment processes and equipment that need to be modified, upgraded, or expanded.
      - b) New treatment processes and equipment
      - c) Evaluate dewatering vs liquid haul and determine when it is no longer cost-effective to continue to liquid haul, at which point, a dewatering facility should be constructed.
    - 2) Enhancement Wetlands:
      - a) Develop a plan to construct additional enhancement wetlands in phases to keep pace with development.
      - b) Devise a phasing plan by which there will be more than 14 acres of enhancement wetland per MGD of actual flow in each phase until the actual flow reaches 2.5 mgd. The 14 acres per MGD was developed in the 2005 Facility Plan and Anti-Deg reports. The existing 5-acre wetland will be included in the total wetland acreage in each phase.
      - c) Location of additional enhancement wetlands:
        - i) First: Village-owned property south of the WRF.

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- ii) Subsequent: Property in the proposed Tyler Creek Development.
    - d) Pump Station and force main: In the phasing plan, include a pump station and force main to pump part of the effluent to the wetlands that are north and west of the WRF.
      - i) Since the effluent is expected to flow by gravity through the new wetlands constructed south of the WRF, do not plan construction of the pump station and force main until the south property is exhausted.
      - ii) Call for pumps to be added or replaced with larger pumps and the force main to be extended in subsequent phases to add the capacity needed to keep pace with development.
  - 3) Effluent Irrigation System:
    - a) Develop a plan to irrigate land.
    - b) Expand the irrigation area in phases such that, in every phase, 20% of the flow above 0.80 mgd is irrigated.
    - c) Since the WRF effluent flow is not projected to reach 0.8 mgd until many years from now, any amount of irrigation fields constructed before then would exceed the 20% target. Therefore, instead of the 20% target, formulate the Plan for the early years based on the land available and what is logical and practical in regard to layout and expansion.
    - d) Location of irrigation fields:
      - i) First: Village-owned property and Tyler Creek Development property directly north south of the WRF.
      - ii) Second: Village-owned 23-acre parcel east of the railroad tracks and north of the existing Water Treatment Plant.
      - iii) Subsequent: Property in the proposed Tyler Creek Development.
    - e) Pump Station and force main: In the phasing plan, include a pump station and force main to pump the effluent to the irrigation fields.
      - i) Call for pumps to be added or replaced with larger pumps and the force main to be extended in subsequent phases to add the capacity needed to keep pace with development.
  - 9. FUTURE WASTEWATER COLLECTION SYSTEM – Incorporate the 2009 “Wastewater Collection and Treatment System Master Plan Update” into the Facility Plan Amendment.
    - a. Summarize the plan for the proposed interceptor sewers and pump stations.
    - b. If necessary, change the location of the sewers and pump stations to accommodate the proposed Tyler Creek Development.
  - 10. COST ESTIMATE – Prepare an opinion of the probable total Project cost in each phase for at least the 20-year planning period, including construction, engineering services, contingencies, and, on the basis of information furnished by the Village, allowances for

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legal services, financial consultants, and any administrative services or other costs necessary for completion of the Project.

11. FACILITY PLAN AMENDMENT REPORT - Prepare a Facility Plan Amendment Report in conformance with IEPA requirements.

c. The Facility Plan Amendment Report will contain the following sections:

- 1) Introduction
  - a) Study, Purpose, and Scope of the Amendment.
- 2) Present Conditions
  - a) Study Area, FPA, and Village Limits
  - b) Population
  - c) Wastewater flow
  - d) Wastewater characteristics
  - e) WRF description & condition
  - f) NPDES Permit
  - g) Effluent Quality
- 3) Future Conditions
  - a) Planning period
  - b) Population projections
  - c) Wastewater flows & loads
  - d) Future effluent limits
- 4) Wastewater Treatment Improvements
  - a) Existing treatment processes
  - b) New/proposed treatment processes
  - c) Biosolids treatment
- 5) Interceptor Sewer & Pump Station Improvements
- 6) Environmental Impacts – An update the Environmental Impacts Section of the 2005 Facility Plan.
- 7) Implementation
  - a) Recommended Plan
  - b) Total project cost of each phase
  - c) Basis of Design
  - d) Phasing

- 
- e) Proposed Schedule
  - f) Recommended actions
  - g) Exhibits indicating:
    - i) Proposed expanded treatment units.
    - ii) Enhancement wetland and irrigation system phasing plan.
  - 8) Financing – A description of how the Village will pay for the improvements and how the Village will pay back loans.
  - d. Provide three copies of the Facility Plan Amendment Report to the Village, for review, comments, and approval. Incorporate final comments in the final Facility Plan Amendment Report.
12. AGENCY SUBMITTALS
- a. IEPA – Facility Plan Amendment
    - 1) Submit the Facility Plan Amendment Report to the IEPA for review, comments, and approval.
    - 2) Respond to IEPA questions and requests for additional information.
    - 3) Incorporate IEPA comments.
  - b. IEPA – NPDES Permit Modification
    - 1) Prepare an application for an NPDES Permit Modification and submit it to IEPA.
    - 2) Respond to IEPA questions and requests for additional information.
  - c. Prepare and send sign-off request letters to the appropriate agencies.
13. PUBLIC HEARING AND/OR BOARD MEETINGS – Prepare exhibits for and assist the Village with the preparation of public information for the Project, and attend three or less public meetings as requested by the Village to present the Design Report and Design Documents for the Project.
- a. Public Hearing
    - 1) If required by IEPA, hold a public hearing to present the Facility Plan Amendment and IEPA's Preliminary Impact Determination to the Public.
    - 2) Allow a 15-day comment period after the public hearing.
    - 3) Provide a summary of public hearing and any comments received during the 15-day public comment period to the Village and the IEPA.

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b. Mid-course Review with Village Board

- 1) Attend a Village Board Meeting or a Committee of the Whole Meeting and present the findings and recommendations at approximately the mid-point of the Project.

c. Final Review with Village Board

- 1) Attend a Village Board Meeting or a Committee of the Whole Meeting and present the final findings and recommendations.

14. FINAL DOCUMENTS

- a. Furnish the Village with one hardcopy and one softcopy on electronic media of the Facility Plan Amendment Report as approved by the IEPA.

**VILLAGE OF GILBERTS**

**Authorizing an intergovernmental agreement between the Village of Gilberts  
and Rutland Township for road maintenance services**

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

**Section 1:**

The Village of Gilberts hereby authorizes the Village President and Village Clerk to execute intergovernmental agreements between the Village of Gilberts and Rutland Township for the mutual maintenance of the Village of Gilberts' portion of McCormack Road and Rutland Township's portion of Tower Hill Road, attached hereto and made part hereof as Exhibits A and B as approved.

**Section 2:**

This resolution shall be in full force and in effect from and after its passage and approval pursuant to law.

Passed this \_\_\_\_\_ day of February, 2013 by a roll call vote as follows:

	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>	<u>Abstain</u>
Trustee Everett Clark	_____	_____	_____	_____
Trustee Dan Corbett	_____	_____	_____	_____
Trustee Lou Hacker	_____	_____	_____	_____
Trustee Nancy Farrell	_____	_____	_____	_____
Trustee Patricia Mierisch	_____	_____	_____	_____
Trustee Guy Zambetti	_____	_____	_____	_____
President Rick Zirk	_____	_____	_____	_____

APPROVED THIS \_\_\_\_\_ DAY OF February , 2013

\_\_\_\_\_  
Village President, Rick Zirk

(SEAL)

ATTEST:

\_\_\_\_\_  
Village Clerk, Debra Meadows

Published:

\_\_\_\_\_

**RUTLAND TOWNSHIP  
KANE COUNTY, ILLINOIS**

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**ORDINANCE NO. 2012-12  
INTERGOVERNMENTAL AGREEMENT  
McCORNACK ROAD SERVICES TO GILBERTS**

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WHEREAS, **Rutland Township** as a non-home rule unit has been granted such powers pursuant to the Illinois Constitution and by statute either expressly or as may be impliedly necessary to the accomplishment of the intent hereof; and

WHEREAS, the corporate authorities of **Rutland Township** believe that the public health, safety and welfare of the residents of the Village would best be served by making the following Ordinance.

**NOW THEREFORE, BE IT ORDAINED BY THE HIGHWAY COMMISSIONER OF RUTLAND TOWNSHIP AS FOLLOWS:**

**Section 1. Provisions:**

A. The foregoing recitals are incorporated herein by reference.

B. In consideration for the Village of Gilberts providing similar road services, the Rutland Township Highway Commissioner agrees to provide snow plowing, grading and mowing services without charge about those portions of McCornack Road otherwise incorporated into Gilberts, who shall reimburse the Township the cost of materials it deems reasonable and necessary, up to a maximum of \$2,500.00 per Village fiscal year.

**Section 2. Severability:**

If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions thereof.

**Section 3. Repeal:**

All ordinances or parts of ordinances or resolutions in conflict with the provisions hereof are, to the extent that such conflict exists, hereby repealed.



**Section 4. Savings:**

Any amendment or repeal of any portion of an existing ordinance created by the terms hereof shall not affect any punishment or penalty incurred before such repeal or amendment takes effect, nor any suit, prosecution or proceeding pending at the time of the repeal or amendment for an offense committed or cause of action arising under the ordinance, resolution or motion repealed or amended by the terms hereof.

**Section 5. Adoption:**


It is found that this Ordinance affects the public welfare, health, and safety, and as such this Ordinance shall be in full force and effect from and after its passage and approval and due posting or publication in pamphlet form and may be later codified as deemed proper by the President.

Passed by the Highway Commissioner of **Rutland Township**, Kane County, Illinois, on December 10 2012.

Approved and signed by me as Highway Commissioner of the **Rutland Township**, Kane County, Illinois, this 10 day of December 2012.

  
Jay Schultz, Commissioner

**ATTEST:**

  
Debra Schultz, District Clerk

STATE OF ILLINOIS     )  
                                      )SS  
COUNTY OF KANE        )

CERTIFICATE

The undersigned certify that I am the **District Clerk** of the **Rutland Township Highway Department**, Kane County, Illinois.

I further certify that on December 10, 2012, the Highway Commissioner adopted this Ordinance No. 2012-12 which provided by its terms that it should be published in pamphlet form.

The pamphlet form of this Ordinance was prepared, and a copy of such Ordinance was posted in the municipal building, commencing on December 10, 2012 and continuing for at least ten days thereafter. Copies of such Ordinance were also available for public inspection upon request in the office of the District Clerk.

DATED December 10, 2012

  
Debra Schultz, District Clerk

Exhibit "B"

**VILLAGE OF GILBERTS  
KANE COUNTY, ILLINOIS**

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**ORDINANCE NO. \_\_\_\_\_  
INTERGOVERNMENTAL AGREEMENT  
TOWER HILL ROAD SERVICES TO RUTLAND TOWNSHIP**

---

WHEREAS, the **Village of Gilberts** as a non-home rule unit has been granted such powers pursuant to the Illinois Constitution and by statute either expressly or as may be impliedly necessary to the accomplishment of the intent hereof; and

WHEREAS, the corporate authorities of the **Village of Gilberts** believe that the public health, safety and welfare of the residents of the Village would best be served by making the following Ordinance.

**NOW THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF GILBERTS AS FOLLOWS:**

**Section 1. Provisions:**

A. The foregoing recitals are incorporated herein by reference.

B. In consideration for Rutland Township providing similar road services to the Village, the Village agrees to provide snow plowing and mowing services about those portions of unincorporated Tower Hill Road on behalf of Rutland Township, without charge but for cost of reasonable and necessary materials consumed in the performance hereof.

**Section 2. Severability:**

If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions thereof.

**Section 3. Repeal:**

All ordinances or parts of ordinances or resolutions in conflict with the provisions hereof are, to the extent that such conflict exists, hereby repealed.

**Section 4. Savings:**

Any amendment or repeal of any portion of an existing ordinance created by the terms hereof shall not affect any punishment or penalty incurred before such repeal or amendment takes effect, nor any suit, prosecution or proceeding pending at the time of the repeal or amendment for an offense committed or cause of action arising under the ordinance, resolution or motion repealed or amended by the terms hereof.

**Section 5. Adoption:**

It is found that this Ordinance affects the public welfare, health, and safety, and as such this Ordinance shall be in full force and effect from and after its passage and approval and due posting or publication in pamphlet form and may be later codified as deemed proper by the President.

Passed by the Board of Trustees of the **Village of Gilberts**, Kane County, Illinois,  
on \_\_\_\_\_.

Approved and signed by me as President of the Board of Trustees of the **Village of Gilberts**, Kane County, Illinois, this \_\_\_\_ day of \_\_\_\_\_.

\_\_\_\_\_  
Rick Zirk, **President**

**ATTEST:**

Debra Meadows, Village Clerk

STATE OF ILLINOIS     )  
                                      )SS  
COUNTY OF KANE     )

**CERTIFICATE**

The undersigned certify that I am the **Village Clerk** of the **Village of Gilberts**, Kane County, Illinois.

I further certify that on March 26, 201<sup>3</sup>2 the Corporate Authorities of such Village passed this Ordinance No. 10-2013 which provided by its terms that it should be published in pamphlet form.

The pamphlet form of this Ordinance was prepared, and a copy of such Ordinance was posted in the municipal building, commencing on March 27, 201<sup>3</sup>2 and continuing for at least ten days thereafter. Copies of such Ordinance were also available for public inspection upon request in the office of the Village clerk.

DATED 3/26/2013.

  
Debra Meadows, Village Clerk