

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 27-12

TO: President Rick Zirk
Board of Trustees

FROM: Ray Keller, Village Administrator *PK*

DATE: May 4, 2012

RE: Committee of the Whole Meeting – May 8, 2012

The following summary discusses the agenda items for the Committee of the Whole meeting scheduled for May 8, 2012:

1. CALL TO ORDER

2. ROLL CALL / ESTABLISH QUORUM

3. ITEMS FOR DISCUSSION

A. Minutes from the May 1, 2012 Village Board Meeting

Please review the enclosed minutes from the Village Board meeting on May 1. Unless directed otherwise, this item will be added to the Consent Agenda for the May 15 meeting.

B. Resolution 13-2012, a Resolution authorizing the execution of an agreement with Water Services Inc. to replace residential water meters

As previously reported, some of the water meters currently in use are approaching the end of their useful life, with batteries starting to fail and becoming more difficult to read. Following a discussion from the March 13 Committee of the Whole meeting, Staff solicited proposals from companies that specialize in replacing residential water meters.

Staff received three proposals at \$85, \$95 and \$98 per meter. The lowest cost proposal came from Water Services Inc., whose representative also spoke at the March 13 meeting. Water Services would handle all aspects of the meter replacement program, including notifications, scheduling, installation and documentation provided back to the Village. At a cost of \$85.00 per meter, replacing 202 meters in Dunhill and Indian Trails would total \$17,170, which was incorporated in the FY 2013 water/wastewater budget. After this year, Staff anticipate replacing approximately 200 meters annually as an ongoing maintenance program.

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

A copy of Water Services' proposal is included for the Board's consideration. Unless directed otherwise, Staff will add the resolution approving the agreement with Water Services on the consent agenda for the May 15 board meeting.

C. Road Program Updates

Village Engineers from Baxter & Woodman will return to present an updated status report on the road program, including their list of adjustments to the driveways and ditches, and other punchlist items that remain to be completed.

4. STAFF REPORTS

Staff will provide any new updates at the meeting. Please contact me prior to the meeting if there are any specific topics to be discussed at the meeting.

5. BOARD OF TRUSTEES REPORTS

6. PRESIDENT'S REPORT

7. EXECUTIVE SESSION

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

8. ADJOURNMENT

VILLAGE OF GILBERTS
Committee of the Whole
MEETING AGENDA
87 GALLIGAN ROAD,
GILBERTS, ILLINOIS 60136
May 8, 2012
AGENDA
7:00 P.M.

ORDER OF BUSINESS

1. CALL TO ORDER / PLEDGE OF ALLEGIANCE

2. ROLL CALL / ESTABLISH QUORUM

3. ITEMS FOR DISCUSSION

- A. Minutes from the May 1, 2012 Village Board Meeting
- B. Resolution 13-2012, a Resolution authorizing the execution of an agreement with Water Services Inc. to replace residential water meters
- C. Road Program – Updates

4. STAFF REPORTS

5. BOARD OF TRUSTEES REPORTS

6. PRESIDENT'S REPORT

7. 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 120/2 (c) (11) to discuss litigation against, affecting, or on behalf of the Village which has been filed and is pending in a court or administrative tribunal of which is imminent and as permitted by 5 ILCS 120/2(c) (21) to review and approve closed session minutes and as permitted by 5 ILCS 120/2 (c) 2 Collective negotiating matters.

8. ADJOURNMENT

"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 847/428-2861."

3A.

**Village Board of Trustees
87 Galligan Road
Gilberts, IL 60136
Meeting Minutes
May 1, 2012**

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, Clark, Mierisch, Zambetti, Farrell, Hacker and President Zirk.

Recognition

President Zirk recognized Finance Director Blocker for her twenty-five years of dedicated service to the Village. He proceeded to read the Proclamation proclaiming May 1st as Marlene Blocker day. The Board Members along with the audience applauded Finance Director Blocker for her twenty-five years of service to the Village.

Appointment

Reappointment of Chris Asher to the Police Commission

A motion was made by Trustee Zambetti and seconded by Trustee Clark to concur with President Zirk's recommendation to reappoint Chris Asher to the Board of Police Commissioners for a three year term. Roll call: Vote: 6-ayes: Trustees Corbett, Clark, Mierisch, Zambetti, Farrell and Hacker. 0-nays, 0-abstained. Motion carried.

Public Comment

President Zirk asked if anyone from the audience wished to address the Board. There were no comments from the audience.

Consent Agenda

- A. A Motion to approve Minutes from the April 17, 2012 Village Board Meeting
- B. A Motion to approve Bills and Salaries dated May 2, 2012 as follows: General Fund \$84,875.06, Performance Bonds and Escrows \$483.00, Water Fund \$32,866.43 and Payroll \$67,707.71.

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A motion was made by Trustee Clark and seconded by Trustee Zambetti to approve the consent agenda as presented. Roll call: Vote: 6-ayes: Trustees Clark, Mierisch, Zambetti, Farrell, Hacker and Corbett. 0-nays, 0-abstained. Motion carried.

Items for Approval

A motion to approve Ordinance 09-2012, an Ordinance amending Village Code Title 11 "Planning & Development" Chapter 1 "Plan Commission"

Administrator Keller discussed Ordinance 09-2012. He reported that approval of this ordinance would reassign the job of considering zoning variances from the Zoning Board of Appeals (ZBA) to the Plan Commission.

Administrator Keller reported that the proposed ordinance would authorize the Village President to appoint seven Plan Commissioners to act as the "Zoning Board" should a variance come before them. As a non-home rule community, state statute requires the Village to designate which 7 Plan Commissioners (from a total of 9 members) will serve as the Zoning Board.

Trustee Mierisch commented that she is in favor of the proposed ordinance if all the ZBA members are offered other ways in which to contribute to the community and are in favor of disbanding the ZBA. Administrator Keller responded that he had spoken with the ZBA members and only one member had expressed an interest in participating as a Plan Commissioner.

There being no further discussion, a motion was made by Trustee Corbett and seconded by Trustee Farrell to approve Ordinance 09-2012, an Ordinance amending Village Code Title 11 "Planning & Development" Chapter 1 "Plan Commission". Roll call: Vote: 6-ayes: Trustees Mierisch, Zambetti, Farrell, Hacker, Corbett and Clark. 0-nays, 0-abstained. Motion carried.

Items for Discussion

There was no discussion items listed on the agenda.

Staff Reports

The staff members had no reports.

Board of Trustee Reports

The Board of Trustees had no reports at this time.

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President's Report

President Zirk had nothing to report at this time.

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 7:10 p.m. Roll call: Vote: 6 ayes by unanimous voice vote. 0-nays, 0-abstained. Motion carried.

Respectfully submitted,

Debra Meadows

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Village of Gilberts
87 Galligan Road
Gilberts, Illinois
Board of Trustees
Meeting Sign-in-Sheet
May 1, 2012

Name	Address	Telephone #
ROGER BLOKER		847 792 6931
Thor Carlsson		" 426-3871
Kay Kummerow		847-426-3366
Rosa Mengardelli		"
Doreen Alpuerto		847 836-5752
Cher Ashby		847.742.0620
Gerry V. Kamin		8475745475
Teresa Mackender		847 742 8702
Tom WARD		224-628-1357
Cliff Surges		773.983.8893
Roy Surges		847-742-6281
Jacob Mackender		847-361-7092
Judith Sheedy		847 608 4601
Zane Sheedy		"

3B.

RESOLUTION

VILLAGE OF GILBERTS

A Resolution approving and authorizing the execution of an agreement between with Water Services Inc. to replace residential water meters

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 by and between the Village of Gilberts and Water Services Inc. to replace residential water meters, hereto attached 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 May, 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 Lou Hacker	_____	_____	_____	_____
Trustee Nancy Farrell	_____	_____	_____	_____
Trustee Patricia Mierisch	_____	_____	_____	_____
Trustee Guy Zambetti	_____	_____	_____	_____
President Rick Zirk	_____	_____	_____	_____

APPROVED THIS ____ DAY OF May , 2012

Village President, Rick Zirk

(SEAL)

ATTEST: _____
Village Clerk, Debra Meadows

Published: _____

8500
Per
meter

February 16, 2012

John Swedberg
Village of Gilberts
87 Galligan Road
Gilberts, IL 60136

RE: Meter Replacement Program

<u>Quantity</u>	<u>Description</u>	<u>Cost (Each)</u>
1000	Replace current Meters with new Neptune 3/4" T-10 E-coder Meter	\$ 80.00
200	Replace current Meters with new Neptune 3/4" T-10 E-coder Meter	\$ 85.00
50	Replace current Meters with new Neptune 2" T-10 E-coder Meter	\$ 220.00

Installation work to be performed by licensed plumbers employed by Water Services Company of Elgin, Illinois. The water meters and integral radio registers would be supplied to Water Services Company by the Village of Gilberts. All other installation materials would be supplied by Water Services Company. In addition, Water Services Company would perform all project management duties for the project. This includes: management of project account database, appointment request letters printing and mailing, management of incoming customer appointment phone calls using one of Water Services' available 1-800 phone numbers to be assigned to the project, response to other customer inquiries as they occur and all project invoicing to the Village for work completed.

Water Services Company will assign a project manager to the project; he will coordinate all project details with a project coordinator assigned by the Village of Gilberts. Water Services Company maintains an administrative staff of 3 highly experienced and trained professionals who will manage all aspects of the Village's database, mailing, customer appointment scheduling and telephone inquiry process. In addition, the company utilizes a staff of 8 State of Illinois licensed plumbers to perform the field work required for this project. They are all highly trained, professional and courteous in carrying out their work in an efficient and workmanlike manner.



Water Services Company is adept at performing the work that this project requires, as water meter and AMR system installation work has been the basis for the company's operations since its inception in 1985. The Chicago metropolitan area is full of municipal accounts that have contracted with our company to perform work such as that required by the proposed project. A brief, partial list of towns that have contracted with Water Services Company for meter replacement and AMR upgrade project work follows:

<u>Municipality</u>	<u>Account Base</u>	<u>System Type</u>	<u>Contact Person</u>
Village of Schaumburg	26,000 services	Fixed Network Radio	Dave Varner (847) 895-7100 X6616
Village of Bartlett	13,000 services	Mobile Radio	Tom Ruzicka (630) 837-0811
Village of Streamwood	13,000 services	Fixed Network Radio	Tim Holloway (630) 289-3130
Village of Bridgeview	4,300 services	Fixed Network Radio	Dave Intorcchia (630) 390-8435
City of Woodstock	8,000 services	Mobile Radio	Shawn Parker (815) 338-6118
Village of Round Lake Park	1,700 services	Walk-By (Touchpad)	George Johnson (815) 546-3715

This pricing listed on this quotation is valid for 90 days from the date of the quotation.

We would welcome the opportunity to meet with you to answer any questions you may have about our company's experience or our ability to perform the job in a way that meets your expectations. Please call if you have questions or additional requests.

Very Truly Yours,

Anthony Gattuso
Water Services Company

AG/jt