

Village of Virgil

5N939 Meredith Road, Suite 2
Virgil, IL 60151
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Email: clerk@villageofvirgil.net
Website: villageofvirgil.net

*President: Jamie LeBlanc
Treasurer: Darlene Hanks
Clerk: Daniela LeBlanc
Trustees: Penny Dyer
Cheryl Hackbarth
David Kosarek
Karen Kosarek
Robert Neisendorf
Debbie Washburn
Zoning Enforcement: Mike Stoffa*

Board Meeting September 12, 2019- 7:05 p.m.

CALL TO ORDER:

The meeting was called to order by President LeBlanc at 7:05 PM.

PLEDGE OF ALLEGIANCE:

President LeBlanc led the Pledge of Allegiance.

ROLL CALL:

President Jamie LeBlanc	Present	Trustee Karen Kosarek	Present
Trustee Penny Dyer	Absent	Trustee Robert Neisendorf	Absent
Trustee Cheryl Hackbarth	Present	Trustee Debbie Washburn	Present
Trustee David Kosarek	Present	Treasurer Darlene Hanks	Present
Treasurer Darlene Hanks	Present	Clerk Daniela LeBlanc	Absent
Zoning Enforcement Officer Mike Stoffa	Absent		

All those answering "present" were physically present at the meeting.

Present also: Alex McTavish (Village Attorney), Mae Stroble, Deputy Matt Humm

APPROVAL OF AGENDA:

President LeBlanc requested that the Board approve the September 12th, agenda as stated.

MOTION: Trustee D Kosarek to approve the agenda as stated.
SECOND: Trustee K Kosarek
AYES: Trustees Hackbarth, D Kosarek, K Kosarek, Washburn
NAYS: None
ABSENT: Neisendorf, Dyer
Motion Carried: 4:0:2

APPROVAL OF MINUTES:

President LeBlanc requested that the Board approve the August 8, 2019 Board minutes as stated.

MOTION: Trustee K Kosarek to approve the minutes.
SECOND: Trustee Hackbarth
AYES: Trustees Hackbarth, D Kosarek, K Kosarek, Washburn
NAYS: None
ABSENT: Neisendorf, Dyer
Motion Carried: 4:0:2

PUBLIC COMMENT: None

SHERIFF'S REPORT:

- Deputy Humm reported that August had the lowest calls for service since January 2018 for the Village Township. A question about riding a golf cart in Virgil View, as a person was stopped and told by a State or Kane Country officer and told him it was illegal. Technically you must have driver's license in order to ride one, but seeing they don't ride on Route 64, just in the subdivision, Deputy Humm did not see any harm in it.

VILLAGE ENGINEER:

See President's Report

RESOLUTIONS AND ORDINANCES: none

PRESIDENT'S REPORT:

- President LeBlanc reported about the IC Trail Bridge (built in 1974), that Baxter & Woodman has determined that the condition of the beams on the bridge has been worsening and they are suggesting we do some rehab work.
 - They have also suggested that we make the needed upgrades to the guard rails so that they meet current code regulations.
 - The bridge has become eligible for a Federal Bridge Funding Program because of its age.
 - The engineer will be sending over a repair proposal, suggested timeline and information on how we submit for the Federal Bridge Funding Program, and possible how much we could possibly receive from the program.
- President LeBlanc reported on Meredith Road Drainage Scope and Fees. See attached.
 - Options 1 and 2 consisted of topographic survey (1 day) of the potential storage basin area and ground surface profile of the sewer alignment, this includes time to discuss further storm sewer connections with permitting agencies but does not include an alternatives evaluation or summary memo.
 - Evaluation of future storm sewer connections is included as an option, which we can move forward with if we determine they can be permitted.
 - We will model the additional tributary drainage areas and size of the proposed storm sewer to accommodate this additional flow.
 - We will also confirm that it will not exacerbate flooding at the known problem area.
 - Including a storage basin (west of Meredith Road) in the XP-SWMM model is an option.
 - Doing so could potentially reduce the size and cost of the storm sewer – or increase its effectiveness.
 - Design of the storage basin is included as an option, which will include preparing a grading plan, planting plan, and cost estimate
- Local and Federal Focus – see attached President's Report

ATTORNEY'S REPORT: none

CLERK'S REPORT:

- Clerk LeBlanc report as read by Assisting Clerk, Darlene Hankes, was able to access the villageofvirgil.net email and checking it several times a week.
- Moving all email correspondence from yahoo email to the villageofvirgil.net email including any emails to trustees and village employees. Unsubscribing or updating emails to all vendors.
- Our new website was reviewed, and several changes/updates are needed – agendas need to be .pdf format and will correct this over time.
- Committee members need to be reviewed and updated.
- Yahoo email needs to be updated to new email and will ask Jason for help.

- Our website was updated with June and July agendas and minutes, including August agenda.
- The expanded Village Code document was loaded onto the website and made public.
- Clean-up of the office continues – files to looked at in October
- GIS disc was picked up at the Kane Co Clerk’s office. Contact person they have on file is Jay Seyller, a new application has been submitted for an updated contact.
- Notary Bond was sent into the State of IL and waiting for their response, so she can order the seal.
- Gordon Flesh requested we report the number of copies for the copier for the last year. This was submitted and would suggest we review if our current contract is the best option.

FINANCE COMMITTEE:

Treasurer Hanks presented the August bills for approval as follows:

Baxter & Woodman	\$	225.00
West Bend - Notary Bond	\$	65.00
Daniela LeBlanc - Travel (\$18.56) Supplies (18.55)	\$	37.11
Darlene Hanks - Travel (\$41.04) Stamp (\$1.30)	\$	42.34
Foot, Mielke, Chavez & O'Neil, LLC	\$	930.00

PRE-APPROVED BILLS:

Sts. Peter & Paul Church	\$	300.00
AT&T	\$	287.77
Fox Valley Internet	\$	24.95
Jason Kralka Consulting Services	\$	125.00
	\$	2,037.17

MOTION: Trustee Hackbarth to approve the bills as stated.
SECOND: Trustee K Kosarek
AYES: Trustees Hackbarth, D Kosarek, K Kosarek, Washburn
NAYS: None
ABSENT: Neisendorf, Dyer
Motion Carried: 4:0:2

ZONING ENFORCEMENT OFFICER:

Mike Stoffa submitted the monthly permit/citation Activity Log for August 2019.
 See attached.

ZONING BOARD OF APPEALS: None

COMMITTEE OF THE WHOLE: None

COMP. PLAN COMMITTEE: None

FINANCE COMMITTEE: None

NEW BUSINESS: None

OLD BUSINESS: None

PUBLIC COMMENT: None.

ADJOURN:

MOTION: Trustee D. Kosarek to adjourn meeting at 7:58 p.m.
SECOND: Trustee K Kosarek
AYES: Trustees Hackbarth, D Kosarek, K Kosarek, Washburn
NAYS: None
ABSENT: Neisendorf, Dyer
Motion Carried: 4:0:2

Respectfully Submitted,

Darlene Hanks
Assisting Clerk of the Village of Virgil