

# Village of Virgil

5N939 Meredith Road, Suite 2  
Virgil, IL 60151  
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Email: [clerk@villageofvirgil.net](mailto:clerk@villageofvirgil.net)  
Website: [villageofvirgil.net](http://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 November 14, 2019- 7:00 p.m.

### **CALL TO ORDER:**

The meeting was called to order by President LeBlanc at 7:01 PM.

### **PLEDGE OF ALLEGIANCE:**

President LeBlanc led the Pledge of Allegiance.

### **ROLL CALL:**

President Jamie LeBlanc	Present	Trustee Karen Kosarek	Absent
Trustee Penny Dyer	Absent	Trustee Robert Neisendorf	Present
Trustee Cheryl Hackbarth	Present	Trustee Debbie Washburn	Present
Trustee David Kosarek	Present	Treasurer Darlene Hanks	Present
Treasurer Darlene Hanks	Present	Clerk Daniela LeBlanc	Present
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, Ginny Owens

### **APPROVAL OF AGENDA:**

President LeBlanc requested that the Board approve the November 14th, 2019, agenda as stated.

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

### **APPROVAL OF MINUTES:**

President LeBlanc requested that the Board approve the October 10th, 2019 Board minutes as stated.

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

**PUBLIC COMMENT:** Resident Mae Stroebel inquired about the Tax Levy Ordinance 2019-02 to be passed. President LeBlanc and Attorney McTavish explained the details and purpose and a copy of said ordinance was given to resident Stroebel. Resident Ginny Owens inquired about the golf cart usage and the board advised on its findings from October regarding the residents following the rules of the road and that the village would not take action at this time.

**SHERIFF'S REPORT:**

- Deputy Humm reported that October had the lowest number of incidents. Although there were two fatalities on Route 38 and he advised to avoid Route 38 if possible.

**VILLAGE ENGINEER:**

See President's Report

**RESOLUTIONS AND ORDINANCES:** none

President LeBlanc requested that the Board approve the Tax Levy Ordinance 2019-02.

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

**PRESIDENT'S REPORT:** see attached report

**ATTORNEY'S REPORT:** last month out of four citations only (1) showed up and complied. The violation regarding lawn mowing will be fined until the last real snow, the residents with vehicle storage violations will have follow ups per the discussion between President LeBlanc and Attorney McTavish.

**CLERK'S REPORT:** see attached report

**FINANCE COMMITTEE:**

Treasurer Hankes presented the October bills for approval as follows:

<u>October 2019</u>	
Foote, Mielke, Chavez & O'Neil, LLC	\$1007.50
Baxter & Woodman	\$2,637.50
Schenk Customer Builders – Snow Plowing	\$355.00
	\$4,000.00
<u>Pre-Approved Bills</u>	
St. Peter & Paul Church	\$300.00
AT&T	\$179.66
Fox Valley Internet	\$24.95
Jason Kralka Consulting Services	\$125.00
Total	<u>\$4629.61</u>

**MOTION:** Trustee Neisendorf to approve the bills.  
**SECOND:** Trustee Washburn

**AYES:** Trustees Hackbarth, D Kosarek, Neisendorf, Washburn  
**NAYS:** None  
**ABSENT:** Trustees K Kosarek, Dyer  
**Motion Carried:** 4:0:2

**ZONING ENFORCEMENT OFFICER: as read by the Village Clerk**

Notes from Zoning Officer Mike Stoffa for October as per his email to Village Clerk Daniela LeBlanc:

The only matters that appeared during October were the follow ups on the citations which Alex has been following up on and the auto parked on the grass in the subdivision has one more week to cease before citation is issued.

No address included until we see if compliance is met.

An inquiry for zoning and parcel dividing was received and I have yet to find an answer for that company that called. If I am able to find out I will pass it through Alex first for liability reasons (Schramer property)

**ZONING BOARD OF APPEALS:** None

**COMMITTEE OF THE WHOLE:** None

**COMP. PLAN COMMITTEE:** None

**FINANCE COMMITTEE:** None

**NEW BUSINESS:**

The stop sign at Praire/Rt 64 is down, it seems someone ran into it.

**OLD BUSINESS:** None

**PUBLIC COMMENT:** NONE

**ADJOURN:** at 7:50pm

**MOTION:** Trustee D Kosarek  
**SECOND:** Trustee Hackbarth  
**AYES:** Trustees Hackbarth, D Kosarek, Neisendorf, Washburn  
**NAYS:** None  
**ABSENT:** Trustees K Kosarek, Dyer  
**Motion Carried:** 4:0:2

Respectfully Submitted,

Daniela LeBlanc  
Clerk of the Village of Virgil

# Presidents Report – Village Board Meeting 11-14-2019

**Virgil View Chip-n-Seal and Drainage Repair** - Bids went out and no one bid citing that most were too backed up with existing jobs due to weather delays. The new schedule is:

- Nov/Dec – reach out to potential contractors to increase interest/answer questions
- Jan/Feb – rebid project
- April – patching & drainage upgrades
- June-July-Aug – chip-n-seal

**Meredith Road Drainage Project** – Baxter & Woodman have collected GIS data for the study limit, have created a base file, and are currently working on the modeling for the alternatives evaluation.

- 12/6 - Preliminary pipe sizing complete for proposed alternatives (with and without storage) complete
- 12/10 – Call w/ Village staff to discuss preferred pipe alignments/easements
- 1/10 – Agency coordination complete (determine permitting requirements)
- 1/17 – Submit draft summary memo, planning level costs, and conceptual alternative exhibits for Village review
- 1/31 – Village provides comments on memo/costs/exhibits, coordination to determine final proposed pipe alignment
- 2/7 – Submit final summary memo, planning level costs, and exhibits
- 2/14 – Topographic survey of proposed pipe route and, if applicable, detention area complete
- 2/28 – Submit draft improvement plan and engineer’s estimate of probable costs (EOPC) for Village review
- 3/6 – Village provides comments on plan/EOPC
- 3/14 – Final submittal of plan/EOPC

**Fiber Optic in Virgil** – I am working with Regional Technology Services of NIU who is in charge of the iFiber network . Here is where we are so far:

- iFiber is a provider of high-speed (up to 10Gb) network transport services to both the public and private sector in Northwest Illinois and beyond. It is a mid-mile network offering the opportunity to connect with long-haul networks serving a broad and diverse region.
- There is iFiber down at the Kaneville High School that we can tap into
- To get it to Virgil, it will be about \$265,000 in trenching fees (about \$10 a foot)
- Currently looking at fixed wireless cost – tower-to-tower, then spread out from there.
- Looking at grant opportunities to see if can off-set the cost.

## Local and Federal Focus

**U.S. EPA Proposes New Rules for Lead in Drinking Water** - On October 10, the U.S. EPA submitted a proposed rule for publication in the *Federal Register* to modify the federal government’s rules regarding how communities test for lead in drinking water.

The proposal would require water systems to keep a public inventory of where lead service lines are and help homeowners replace them if their water is found to be contaminated with lead. It would also require that utilities notify their customers within 24 hours if a water test shows dangerous lead levels.

The agency’s proposal does not require that all lead service lines be replaced nationwide. Instead, the new regulations would require that water systems replace agency-owned portions of a lead service line only when a customer chooses to replace their own portion.

**Illinois Department of Transportation Releases Multi-Year Plan (MYP)** - On October 21, Governor JB Pritzker and the Illinois Department of Transportation (IDOT) released the department's annual Multi-Year Plan (MYP) of road and bridge projects across the state. This is the first MYP to capture the impact of the recently enacted Rebuild Illinois capital program.

The plan calls for \$23.5 billion to be invested in maintaining, preserving and expanding 4,212 miles of roadway and 9.2 million square feet of bridge deck statewide. For units of local government, the plan calls for \$1.5 billion in Series A bonds for grants to local agencies as well as \$620.7 million for special programs.

**Sick Leave Mandate Assigned to House Committee** - On October 28, the Illinois House assigned [SB 471](#) to the Labor and Commerce Committee. The legislation would mandate that all employers provide a minimum of 40 hours of paid sick leave annually to their employees, both full-time and part-time.

This unfunded mandate continues to ignore the differences between the varying sizes of municipalities and their capacity to offer such benefits. IML opposes this proposal and will continue to work against the proposal.

Municipal officials should contact their State Representatives to ask them to oppose this unfunded mandate.

**Illinois Senate Passes Legislation to Add Vaping to the Smoke Free Illinois Act** - On October 30, the Illinois Senate voted to add e-cigarettes and other vaping devices to the Smoke Free Illinois Act which outlaws tobacco smoking in indoor public places. The legislation ([SB 1864](#)) would also prohibit the use of vaping products inside a retail location.

**IDOT Issues Notice of Funding Opportunity for Illinois Special Bridge Program** - On October 25, IDOT announced a funding opportunity regarding the Illinois Special Bridge Program (formerly known as the Illinois Major Bridge Program).

The program provides funding for the construction and construction-related engineering of local public agency bridges that are estimated to cost more than \$1,000,000. All local Special Bridge Program candidate applications must be submitted to the Central Bureau of Local Roads and Streets no later than the close of business on December 6, 2019. Additional information regarding submission requirements is available in the circular letter.

I have already reached out to Baxter & Woodman regarding this.

**All the Queens Horses** - As City Comptroller of Dixon, Illinois, Rita Crundwell stole \$53 million of public funds across 20 years – making her the perpetrator of the largest case of municipal fraud in American history. The Illinois Municipal League (IML) has purchased rights to *All the Queen's Horses*, which will allow IML member municipalities to stream the documentary at a community event or meeting.

In order to access the documentary, email Hilaree Butler at [hilaree@heliosdigital.com](mailto:hilaree@heliosdigital.com) with the subject *IML-All the Queen's Horses*, to request an access code. Each municipality is allowed one access code and the code may only be used one time.

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Robert Neisend  
Debbie Washburn*

## **Board Meeting – Clerk Report November 14, 2019 7:00 p.m.**

- I have looked over the insurance policy we have on file. We have requested a meeting with the insurance agent to go over it in more detail. We do have a new contact. My main concern are the large deductibles should we face a claim/loss. I have a phone call set up with our new rep tomorrow.
- Jason has been a great help in getting the website updated. Our email is now reflecting our new contact info.
- Everyone should be able to access their village emails now. If there are any other issues, I would like to get them resolved ASAP.
- After sending several emails and making phone calls, I was finally able to speak with Ryan at Gordon Flesch. We have a yearly service agreement and I have asked for a copy as we do not have one for our file. I will review what we are receiving for the payment once it's received.
- The FOIA form was updated on our website and is live.
- The revenue page was resent to Kane County with our seal. This was in connection with our Appropriations Ordinance.
- I am now attaching the clerk's and president's report to the minutes instead of retyping them. It's more efficient and more complete way to capture for the record.
- I have asked Bob to help me review the members of the committees. They are also listed on the website so I want to make sure it's accurate.
- Trustee Washburn suggested that I send mass texts or mass emails to our residents to advice of things happening in the village. I am not willing to use my personal cell for this. I don't want every resident to have my number for obvious reasons. There are also regulations to follow

regarding mass texts. As for emails, there are clear rules that apply regarding mailing lists. They include things such as spamming, sign-up options, unsubscribe options etc. We would have to utilize a service that enables us to comply with all those rules. My suggestion is to utilize a Facebook page instead. This way our residents can decide themselves what information they want to receive. Plus we won't incur further costs.

- I went through all the "loose" documents regarding resolutions and ordinances for the last three years and filed them in the appropriate folder. However, I noted some of them are missing based on the numbering and we also need to purchase additional file folders. In addition, I would suggest we scan and keep electronic files of our ordinances for older records to free up room and reduce paper. I will discuss particulars with our attorney in the next couple weeks to ascertain what we need to keep on file and for how long, and how we need to keep it. The same goes for resolutions, vendor invoices etc.
- I started going through the big metal cabinet to organize our supplies etc.

Daniela LeBlanc  
Village Clerk