

# Village of Virgil

5N939 Meredith Road, Suite 2  
Virgil, IL 60151  
Phone: (630) 365-6677 Fax: (630) 365-6489

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 March 12, 2020 - 7:00 p.m.

### **CALL TO ORDER:**

The meeting was called to order by President LeBlanc at 7:00 PM.

### **PLEDGE OF ALLEGIANCE:**

President LeBlanc led the Pledge of Allegiance.

### **ROLL CALL:**

President Jamie LeBlanc	Present	Trustee Karen Kosarek	Absent
Trustee Penny Dyer	Present	Trustee Robert Neisendorf	Present
Trustee Cheryl Hackbarth	Present	Trustee Debbie Washburn	Present 7:02pm
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, Terry Petit, Nick Petit

### **APPROVAL OF AGENDA:**

President LeBlanc requested that the Board approve the March 12, 2020, agenda as stated.

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

### **APPROVAL OF MINUTES:**

President LeBlanc requested that the Board approve the February 13, 2020 Board minutes as stated.

**MOTION:** Trustee D Kosarek to approve the minutes.  
**SECOND:** Trustee Hackbarth  
**AYES:** Trustees D Kosarek, Hackbarth, Dyer, Washburn, Neisendorf  
**NAYS:** None  
**ABSENT:** K Kosarek  
**Motion Carried:** 5:0:1

**PUBLIC COMMENT:** Nick Petit advised he reached out to the Kane County Forest Preserve regarding the drainage issues (removal of trees and replacement of tiles). A discussion was had regarding different options (putting in manhole covers to ensure future access to address drainage issues, new tiles, tree removal, maintenance of cleared ditch and who is financially responsible). This discussion included the village attorney outlining the process of obtaining proposals or putting the project out to bid (if over \$20,000), including the item in the appropriations and having a resolution. Further contact with the KCFP is needed to ensure combined efforts to resolve the situation long-term.

**SHERIFF'S REPORT:**

- Deputy Humm reported no important updates
- He reiterated the importance of keeping vehicles and houses secured

**VILLAGE ENGINEER:**

none

**RESOLUTIONS AND ORDINANCES:** none

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

**ATTORNEY'S REPORT:** NONE

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

**FINANCE COMMITTEE:**

Treasurer Hankes presented the March bills for approval as follows:

<u>February</u>	
Baxter & Woodman	\$300.00
Foote, Mielke, Chavez & O'Neil	\$620.00
Schenk Custom Builders – Snow Plowing	\$1,930.00
Shaw Media	\$66.81
<u>Pre-Approved Bills</u>	
St. Peter & Paul Church	\$300.00
AT&T	\$189.04
Fox Valley Internet	\$24.95
Jason Kralka Consulting Services	\$125.00
Total	<u>\$3,555.80</u>

**MOTION:** Trustee Neisendorf to approve the bills.  
**SECOND:** Trustee Washburn  
**AYES:** Trustees D Kosarek, Hackbarth, Dyer, Washburn, Neisendorf  
**NAYS:** None  
**ABSENT:** K Kosarek  
**Motion Carried:** 5:0:1 per roll call

**ZONING ENFORCEMENT OFFICER:** none

**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:** at 7:40pm

**MOTION:** Trustee D Kosarek

**SECOND:** Trustee Dyer

**AYES:** Trustees D Kosarek, Hackbarth, Dyer, Washburn, K Kosarek, Neisendorf

**NAYS:** None

**ABSENT:** None

**Motion Carried:** 5:0:1

Respectfully Submitted,

Daniela LeBlanc  
Clerk of the Village of Virgil

# Presidents Report – Village Board Meeting 03-12-2020

## Virgil View Chip-n-Seal and Drainage Repair – current project milestones:

- Comments were received back from IDOT with no major changes required.
- I signed the four (4) required Local Public Agency Formal Contract Proposal documents and sent them back to the engineer.
- They will submit back to IDOT
- Once released, the project can go to bid.

**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:

- RTS is working with iFiber to identify possible locations to apply for the Connect Illinois grant
- In looking up our area on the state database, it shows that we are serviced by Mediacom for 1G service.
- After making a few calls, we were able to determine because of the postal consolidation, systematically it shows 60151 and indeed Maple Park is serviced by Mediacom, but we are not. So RTS has to work to get that removed so they can apply for a Connect Illinois Grant for the Village.

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## **Board Meeting – Clerk Report March 12, 2020 7:00 p.m.**

- I met with our State of IL rep Steve Colaizza regarding the Document Retention and Disposal process. He advised of the procedure:
  - a. Inventory current documents and organize it into categories
  - b. Document annual and total volume of documents per category
  - c. Document how far back we have documents in each category
  - d. Document how we organize them (chronological, numerical, alphabetically or combo)
  - e. Submit this document to Steve for review
  - f. Create official FOIA document list from this document including recommendations on how long to retain documents for each category
  - g. Review categories for eligibility to be disposed of
  - h. File application to dispose of eligible documents per recommendations
  - i. After approval, dispose of said documents
  
- I met with our Gordon Flesh rep this morning to discuss our current agreement and needs.
  
- I converted all agendas/minutes for 2019 to .pdf documents and uploaded them to our website. I also took down the word documents for this time frame.
  
- I will be meeting with our AT&T rep to discuss our current program and needs.
  
- We did receive our new tax exempt certificate which is valid from 3/1/2020 to 3/1/2025.

Daniela LeBlanc  
Village Clerk