

# 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 September 10, 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	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	Present
Zoning Enforcement Officer Mike Stoffa	Absent		

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

Present also: Alex McTavish (Village Attorney), Deputy Humm; Mae Stroebel

### **APPROVAL OF AGENDA:**

President LeBlanc requested that the Board approve the September 10, 2020, agenda as stated.

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

### **APPROVAL OF MINUTES:**

President LeBlanc requested that the Board approve the July 9, 2020 Board minutes as stated.

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

**PUBLIC COMMENT:** NONE

**SHERIFF'S REPORT:**

- Our village and Virgil Township – some traffic stops and 1 call for service
- Pingree Grove, Hampshire, St. Charles, Campton Hills have much higher incident rate over the last month
- Mill Creek neighborhood had a high incident rate the last couple weekends
- There was a car on fire on Sauber Rd on 8/16/20 (2010 Chevy Equinox), the vehicle's owner was notified and the Fire Dept was called to extinguish the fire

**VILLAGE ENGINEER:**

Per President LeBlanc updated the board regarding the bids for both the drainage and sealcoating/patch projects in Virgil View and subsequent need to have work approved

**RESOLUTIONS AND ORDINANCES:**

Resolution 2020-06 To approve the bid for resurfacing/patching of roads in Virgil View

**MOTION:** Trustee Hackbarth - to approve the resolution  
**SECOND:** Trustee D Kosarek  
**AYES:** Trustees D Kosarek, Hackbarth, K Kosarek, Washburn  
**NAYS:** None  
**ABSENT:** Trustee Dyer, Neisendorf  
**Motion Carried:** 4:0:2 per roll call

Resolution 2020-07 To approve the bid for Virgil View/Prairie Street drainage project

**MOTION:** Trustee Washburn - to approve the resolution  
**SECOND:** Trustee Hackbarth  
**AYES:** Trustees D Kosarek, Hackbarth, K Kosarek, Washburn  
**NAYS:** None  
**ABSENT:** Trustee Dyer, Neisendorf  
**Motion Carried:** 4:0:2 per roll call

Resolution 2020-08 To Approve the 3 year Snowplowing Contract with Schenk Builders

**MOTION:** Trustee K Kosarek - to approve the resolution  
**SECOND:** Trustee D Kosarek  
**AYES:** Trustees D Kosarek, Hackbarth, K Kosarek, Washburn  
**NAYS:** None  
**ABSENT:** Trustee Dyer, Neisendorf  
**Motion Carried:** 4:0:2 per roll call

**PRESIDENT'S REPORT:**

Kane County was contacted regarding the establishing of a weight limit for the bridge on IC trail

**ATTORNEY'S REPORT:** NONE

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

**FINANCE COMMITTEE:**

Treasurer Hanks presented the September 2020 for approval as follows:

Baxter & Woodman	\$435.00
Foote, Mielke, Chavez & Neil	\$294.50
FS "FinePrint Acrobat Software	\$108.75
Campton Township Highway District	\$236.10
Pre-Approved Bills	
STs Peter & Paul Church	\$300.00
AT&T	\$196.26
Fox Valley Internet	\$24.95
Jason Kralka Consulting Services	\$125.00
Total	\$1720.56

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

**ZONING ENFORCEMENT OFFICER:**  
 NONE

**ZONING BOARD OF APPEALS:** None

**COMMITTEE OF THE WHOLE:** None

**COMP. PLAN COMMITTEE:** None

**FINANCE COMMITTEE:** None

**OTHER BUSINESS:** NONE

**PUBLIC COMMENT:** NONE

**ADJOURN:** at 7:32pm

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

Respectfully Submitted,

Daniela LeBlanc  
 Clerk of the Village of Virgil

# **Village of Virgil**

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David Kosarek  
Karen Kosarek  
Robert Neisendorf  
Debbie Washburn*

## **Board Meeting – Clerk Report September 10, 2020 7:00 p.m.**

- Bid Inquiries regarding both the seal coating/patch project and the drainage project were co-ordinated with our engineering firm Baxter & Woodman.
- I responded to several FOIA requests regarding these projects.
- We had several computer issues to handle.
- I reviewed the guidelines of the CARES Act to see if our village was eligible and we re not. We did not have any COVID related expenditures.

Daniela LeBlanc  
Village Clerk



**Village of Virgil, IL**  
**2020 MFT Seal Coat and Patching**  
September 3, 2020/10:00 AM

Engineer's Estimate: \$83,922.00

There were 2 Bidders

Apparent low bidder as read was AC Pavement Striping Company @ \$131,782.00

Second low bidder as read was Curran Contracting Company @ \$133,734.00

September 4, 2020

Mr. Jamie LeBlanc  
Village President  
Village of Virgil  
5N939 Meredith Road,  
Virgil, IL 60151

***Subject: Village of Virgil – 2020 MFT Seal Coat and Patching Improvements***

Dear Mr. LeBlanc:

Enclosed is one copy of the bid tabulation for the subject project along with the bid proposals received. The project was advertised in the IDOT Transportation Bulletin as well as directly to all IDOT prequalified contractors in the region. Two bids were received today and have been tabulated and checked for errors.

The low bid was submitted by A.C. Pavement Striping Company in the amount of \$131,782.00. This bid is \$47,860.00 (57%) above the engineer's estimate of cost (\$83,922.00). The other bid was submitted by Curran Contracting Company in the amount of \$133,734.00.

We believe this bid came in higher than the engineer's estimate due to underestimating the affect mobilization had on the unit prices for relatively small quantity of patching on this job. Additionally, bids going out late in the construction season, with seal coating taking place next year most likely negatively impacted prices. Lastly, the fact that both bids came in close to each other (less than a 2% difference) is a good indication this is near market rate for a project like this in this area.

A.C. Pavement Striping Company is IDOT pre-qualified for the required work. Therefore, we recommend award of the contract to A.C. Pavement Striping Company.

Upon award by the Village President and Board of Trustees, we will prepare the contract documents for execution by the Contractor and the Village. If you have any questions please contact at 815.444.3383 or via email at lforesman@baxterwoodman.com.

Sincerely,  
BAXTER & WOODMAN, INC.  
CONSULTING ENGINEERS



Luke Foresman, P.E.

**VILLAGE OF VIRGIL**

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**RESOLUTION NO. 2020-06**

**A RESOLUTION ACCEPTING THE BID OF A.C. PAVEMENT STRIPING  
Co. FOR THE 2020 MFT SEAL COAT AND PATCHING PROJECT**

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- Notice of the Village's intent to accept bids for the 2020 MFT Seal Coat and Patching Project was duly published according to law.
- On September 3, 2020, the bids were opened and A.C. Pavement Striping Co. was determined to be the lowest responsible bidder.

Now, therefore, be it resolved by the president and the board of trustees of the Village of Virgil, Kane County, Illinois that:

1. The village accepts the bid of A. C. Pavement Striping Co. for work on the project to be done in accordance with the bid specifications in the amount of 131,782.00. The president and clerk are authorized and directed to accept the bid on behalf of the village and to take such other actions as they deem necessary to carry out the purposes of this resolution.
2. The clerk shall send a copy of this resolution to the contractor.

Adopted by roll call vote on September 10, 2020.

[Signature page follows.]

Trustee	Yes	No	Absent	Abstain
Dyer				
Hackbarth				
Kosarek, K				
Kosarek, D				
Neisendorf				
Washburn				
LeBlanc				
Totals				

Approved September 10, 2020.

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President

Attested and filed in my office on September 10,  
2020.

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Clerk of the Village of Virgil, Kane County, Illinois





**Village of Virgil, IL**  
**2020 Drainage Improvements**  
September 3, 2020/10:00 AM

Engineer's Estimate: \$43,301.00

There were 6 Bidders

Apparent low bidder as read was Fox Excavating @ \$49,410.00

Second low bidder as read was Stark & Son Trenching, Inc. @ \$53,561.00

Third low bidder as read was Alliance Contractors, Inc. @ \$54,229.48

Fourth low bidder as read was Landmark Contractors @ \$66,254.50

Fifth low bidder as read was Martam Construction, Inc. @ \$73,391.00

Sixth low bidder as read was Copenhaver Construction @ \$78,764.00

September 4, 2020

Mr. Jamie LeBlanc  
Village President  
Village of Virgil  
5N939 Meredith Road,  
Virgil, IL 60151

***Subject: Village of Virgil – 2020 Drainage Improvements***

Dear Mr. LeBlanc:

Enclosed is one copy of the bid tabulation for the subject project along with the bid proposals received. The project was advertised in the IDOT Transportation Bulletin. Six bids were received today and have been tabulated and checked for errors.

The low bid was submitted by Fox Excavating in the amount of \$49,410.00. This bid is \$4,109.00 (9%) above the engineer's estimate of cost (\$45,301.00). The second through sixth lowest bids were all between \$53,711.00 and \$78,764.00.

We believe this bid came in higher than the engineer's estimate due to the bids going out late in the construction season.

Fox Excavating is IDOT pre-qualified for the required work. Therefore, we recommend award of the contract to Fox Excavating.

Upon award by the Village President and Board of Trustees, we will prepare the contract documents for execution by the Contractor and the Village. If you have any questions please contact at 815.444.3383 or via email at lforesman@baxterwoodman.com.

Sincerely,  
BAXTER & WOODMAN, INC.  
CONSULTING ENGINEERS



Luke Foresman, P.E.

**VILLAGE OF VIRGIL**

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**RESOLUTION NO. 2020-07**

**A RESOLUTION ACCEPTING THE BID OF FOX EXCAVATING CO. FOR  
THE 2020 DRAINAGE IMPROVEMENTS PROJECT**

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- Notice of the Village's intent to accept bids for the 2020 Drainage Improvements Project was duly published according to law.
- On September 3, 2020, the bids were opened and Fox Excavating Co. was determined to be the lowest responsible bidder.

Now, therefore, be it resolved by the president and the board of trustees of the Village of Virgil, Kane County, Illinois that:

1. The village accepts the bid of Fox Excavating Co. for work on the project to be done in accordance with the bid specifications in the amount of 49,410.00. The president and clerk are authorized and directed to accept the bid on behalf of the village and to take such other actions as they deem necessary to carry out the purposes of this resolution.
2. The clerk shall send a copy of this resolution to the contractor.

Adopted by roll call vote on September 10, 2020.

[Signature page follows.]

Trustee	Yes	No	Absent	Abstain
Dyer				
Hackbarth				
Kosarek, K				
Kosarek, D				
Neisendorf				
Washburn				
LeBlanc				
Totals				

Approved September 10, 2020.

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President

Attested and filed in my office on September 10,  
2020.

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Clerk of the Village of Virgil, Kane County, Illinois

PROPOSAL

9.7.2020

BILL TO

Village of Virgil  
5N939 Meredith Road  
Virgil, IL 60151

DESCRIPTION	UNIT PRICE	TOTAL
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**Scope of Work:** Snow removal of Virgil View Subdivision (streets include Sunset Drive, Meadows Lane, Prairie Street and Country Lane). Above listed areas to be cleared of accumulated, drifting and ice packed snow and salted when necessary prior to 7 a.m. Plowing to start after 2" of snow under normal conditions, but subject to Village discretion

**Primary Unit** \$100.00 / hour

**Secondary Unit** \$100.00 / hour

**Unit 3** \$100.00/ hour

**Salt spreading** \$140.00 /per ton

Contract Length:

November 1, 2020 ending April 15, 2021

November 1, 2021 ending April 15, 2022

November 1, 2022 ending April 15, 2023

\_\_\_\_\_  
Stephen Schenk - Schenk Custom Builder

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

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

**VILLAGE OF VIRGIL**

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**RESOLUTION NO. 2020-08**  
**A RESOLUTION ACCEPTING SNOW REMOVAL CONTRACT**

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Be it resolved by the president and the board of trustees of the Village of Virgil, Kane County, Illinois that:

1. The Village accepts the proposal of Schenk Custom Builder for snow removal services within the Village for three one-year periods beginning November 1, 2020 and ending April 15, 2023 according to the proposal on file in the clerk's office. The president and clerk are authorized to sign the proposal on behalf of the Village and take such other steps as they deem reasonably necessary and desirable to carry out the purposes of this resolution.

Adopted by roll call vote on September 10, 2020.

[Signature page follows.]

Trustee	Yes	No	Absent	Abstain
Dyer				
Hackbarth				
Kosarek, K				
Kosarek, D				
Neisendorf				
Washburn				
LeBlanc				
Totals				

Approved September 10, 2020

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President

Attested and filed in my office on September 10, 2020

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Clerk of the Village of Virgil, Kane County, Illinois