

# 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 February 11, 2021 - 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	Present
Trustee Penny Dyer	Absent	Trustee Robert Neisendorf	Present
Trustee Cheryl Hackbarth	Present	Trustee Debbie Washburn	Absent
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 unless noted above. Phone call means the trustee attended virtually via conference call.

Present also: Alex McTavish (Village Attorney), Deputy Humm (via phone call)

### **APPROVAL OF AGENDA:**

President LeBlanc requested that the Board approve the February 11, 2021, agenda as stated.

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

### **APPROVAL OF MINUTES:**

President LeBlanc requested that the Board approve the January 14, 2021 Board minutes as stated.

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

**PUBLIC COMMENT:** NONE

**SHERIFF'S REPORT:**

- Spike in calls due to snow at the end of January
- Low number of calls on crime

**VILLAGE ENGINEER:**

- Per President LeBlanc, IC Trail bridge is being discussed with the engineer

**RESOLUTIONS AND ORDINANCES:**

NONE

**PRESIDENT'S REPORT:**

- Per President LeBlanc in discussion with a Kane County detective: Dodge/Chrysler vehicles can be broken into easily. Amazon sells a module for blank keys that can be plugged into vehicles and the blank key programmed for that particular vehicle to steal it

**ATTORNEY'S REPORT:** NONE

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

**FINANCE COMMITTEE:**

Treasurer Hanks presented the February 2021 bills for approval as follows:

Foote, Mielke, Chavez & O'Neil	\$232.50
Schenk Custom Builders – Snow Plowing	\$380.00
Schenk Custom Builders – Snowplowing	\$240.00
Schenk Custom Builders – Snowplowing	\$960.00
Schenk Custom Builders – Snowplowing	\$240.00
Schenk Custom Builders – Snowplowing	\$480.00
Schenk Custom Builders – Snowplowing	\$960.00
Schenk Custom Builders – Snowplowing	\$140.00
Schenk Custom Builders – Snowplowing	\$140.00
Schenk Custom Builders – Snowplowing	\$960.00
Quicken	\$55.63
USPS	\$56.20
<b>Pre-Approved Bills</b>	
STs Peter & Paul Church	\$300.00
AT&T	\$197.41
Fox Valley Internet	\$24.95
Jason Kralka Consulting Services	\$125.00
Total	\$5,491.69

MOTION: Trustee Hackbarth to approve the bills.

SECOND: Trustee K Kosarek

AYES: Trustees D Kosarek, K Kosarek, Hackbarth, Neisendorf

NAYS: None  
ABSENT: Washburn, Dyer  
Motion Carried: 4:0:2 per roll call

**ZONING ENFORCEMENT OFFICER:**  
NONE

**PLANNING and ZONING BOARD:** Trustree D Kosarek (chair) - NONE

**COMMITTEE OF THE WHOLE:**  
NONE

**COMP. PLAN COMMITTEE:** None

**FINANCE COMMITTEE:** None

**OTHER BUSINESS:**  
NONE

**PUBLIC COMMENT:** NONE

**ADJOURN:** at 7:26pm

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

Respectfully Submitted,

Daniela LeBlanc  
Clerk of the Village of Virgil

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## **Board Meeting – Clerk Report February 11, 2021 7:00 p.m.**

- I completed the EIS unit filing and submitted it to Kane County.
- I asked that our village be added to the CBAS agreement with Kane County, reporting boundary information to the Census Bureau. This allows timely reporting and makes sure we receive all funding we are eligible for. Kane County confirmed this was processed.
- The documents for the individuals running for election in April was submitted to Kane County along with the ballot certification. I also received the ballot approval request and processed this as well.
- Our insurance renewal declarations pages were received and reviewed. The page for our office contents coverage was not included so I reached out to IML RMA and asked them for it.
- The actual coverage forms were emailed to us and since it's a 69 page document, I saved it to our electronic files instead of printing them. The declarations pages are in paper form and filed accordingly.
- We received the completed Liquor Liability application as well as the payment from St. Peter & Paul Church.
- OSHA sent an email regarding reporting requirements and Attorney McTavish advised that we are not required to report as we do not have 250 or more employees.

Daniela LeBlanc  
Village Clerk