

Village of Virgil

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

Email: clerk@villageofvirgil.net
Website: villageofvirgil.net

President: Jamie LeBlanc

*Treasurer: Bridget Ruf
Clerk: Daniela LeBlanc*

*Trustees:
Cheryl Hackbarth
David Kosarek
Karen Kosarek
Roger Markham
Robert Neisendorf
Debbie Washburn*

Zoning Enforcement: TBD

Board Meeting December 8, 2022 - 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 Cheryl Hackbarth	Present
Trustee Debbie Washburn	Present	Trustee David Kosarek	Absent
Trustee Karen Kosarek	Absent	Trustee Robert Neisendorf	Present
Trustee Roger Markham	Present	Treasurer Bridget Ruf	Present
Clerk Daniela LeBlanc	Present		
Zoning Enforcement Officer TBD			

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; Cheryl O'Brien; Lisa Clark

APPROVAL OF AGENDA:

President LeBlanc requested that the Board approve the December 8, 2022, agenda as stated.

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

APPROVAL OF MINUTES:

President LeBlanc requested that the Board approve the November 10, 2022 Board minutes as stated.

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

PUBLIC COMMENT:

- NONE

SHERIFF’S REPORT:

- NONE

VILLAGE ENGINEER:

- NONE

RESOLUTIONS AND ORDINANCES:

- Resolution 2022-01 Meeting Schedule 2023

MOTION: Trustee Neisendorf - to approve the resolution as presented
SECOND: Trustee Hackbarth
AYES: Trustees Hackbarth, Markham, Neisendorf, Washburn
NAYS: None
ABSENT: Trustees D Kosarek; K Kosarek
Motion Carried: 4:0:2 by roll call

PRESIDENT’S REPORT:

- Several residents inquired about the Dumdee Property east of the old Milk Factory. The village has no ordinance preventing the taking down of trees or moving earth. President LeBlanc inquired with Kane County if the property owner filed a permit with the county for the driveway he seemed to be putting in. The county reviewed their records and no permit had been applied for or filed. The property owner will also need a special permit if he plans to change the usage of the property. It is currently zoned B2 and President LeBlanc listed the different types of usage allowed under this zoning.

ATTORNEY’S REPORT:

CLERK’S REPORT: see attached report

- Additional comments: inquiries were made regarding a trustee position in case a trustee resigns, (3) trustee positions are up for re-election in April 2023 and Trustee Markham inquired as to the minimum age to run for this position, Attorney McTavish answered (it is 18)

TREASURER’S REPORT:

Treasurer Ruf presented a different format on how she prepares the treasurer report for the Township of Virgil. President LeBlanc asked her to present the December reports both ways so the board can see the difference and decide which format is preferable.

Treasurer presented the December bills for approval as follows:

Quill – W2&W3 Forms	\$15.80
Deluxe – Office Supplies - Checks	\$293.67
Banner Up Signs	\$350.00
Schenk Custom Builders – Snow Plowing	\$320.00
Pre-Approved Bills	
Sts Peter & Paul Church	\$300.00
AT&T	\$48.58
Illinois Department of Revenue	\$65.59
Fox Valley Internet	\$24.95
Jason Kralka Consulting Services	\$125.00
Total	\$1,543.59

- MOTION: Trustee Washburn to approve the bills.
- SECOND: Trustee Markham
- AYES: Trustees Hackbarth, Markham, Neisendorf, Washburn
- NAYS: None
- ABSENT: Trustees D Kosarek; K Kosarek
- Motion Carried: 4:0:2 by roll call

ZONING ENFORCEMENT OFFICER:

- President LeBlanc: nobody is calling him back; the person/firm Lily Lake is using is located in Elgin and he may go see them in person, the AZ firm is simply not returning calls, the AZ firm also wanted list of permits issued for Virgil for the last 5-10 years; President LeBlanc received those from Kane County and submitted this information
- Both firms would handle permitting and reporting (issues reported)

PLANNING and ZONING BOARD: Trustee D Kosarek (chair) – President LeBlanc asked the (4) attending trustees to consider becoming chair on this board in case Trustee D Kosarek resigns

COMMITTEE OF THE WHOLE:

COMP. PLAN COMMITTEE: None

FINANCE COMMITTEE: None

OTHER BUSINESS:

- Trustee Hackbarth inquired if we could put rumble strips on Meredith Rd when coming into the village like they just put in on Meredith/Keslinger; a discussion ensued regarding the viability and noise due to nearby residences
- President LeBlanc also confirmed all village signs are up again

PUBLIC COMMENT: None

ADJOURN: at 7:40pm

MOTION: Trustee Neisendorf

SECOND: Trustee Markham

AYES: Trustees Hackbarth, Markham, Neisendorf, Washburn

NAYS: None

ABSENT: Trustees D Kosarek; K Kosarek

Motion Carried: 4:0:2

Respectfully Submitted,

Daniela LeBlanc
Clerk of the Village of Virgil

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Board Meeting – Clerk Report December 8, 2022 7:00 p.m.

- A resident inquired about earth movement east of the old milk factory.
- The date for our holiday party is 2/4/2023. I am still looking at possible restaurants.
- The documents for the April 2023 election were sent out.
- The meeting schedule for 2023 was compiled and I will send out the appropriate notice to be published.
- The tax levy ordinance was filed with Kane County.
- Kane County asked for the verification of contact information for the EIS filing in 2023. This is the contact for the village, not each person who has to file. This was submitted to them.

Daniela LeBlanc
Village Clerk

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Regular Monthly Meetings

Village Board	2nd Thursday of each month at 7:00 pm.
Committee of the Whole	4th Thursday of each month at 7:00 pm. Scheduled as needed if there is an agenda.
Planning and Zoning Board	1st Tuesday of the month at 7:00 pm. Scheduled as needed if there is an agenda.
Comprehensive Land Use Plan Committee	3rd Tuesday of the month at 7:00 pm. Scheduled as needed if there is an agenda.

- All meetings are open to the public.
- All meetings are held at S.S. Peter and Paul Parish Center located at 5N939 Meredith Road in Virgil.
- Notice of “Special” meetings other than the above regularly scheduled meetings will be posted here and/or published on our website with at least 24 hours notice.
- Approved minutes of the Village of Virgil Board Meetings will be posted on our website after approval.

SCHEDULED VILLAGE BOARD MEETINGS FOR 2023

JANUARY 12	FEBRUARY 09	MARCH 09
APRIL 13	MAY 11	JUNE 08
JULY 13	AUGUST 10	SEPTEMBER 14
OCTOBER 12	NOVEMBER 09	DECEMBER 14

VILLAGE OF VIRGIL

RESOLUTION NO. 2022-01
A Resolution Approving Meeting Schedule

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

1. The annual schedule of meetings of the Board of Trustees and all subsidiary bodies of the Village on file in the clerk's office is approved and the clerk is directed to publish the schedule according to law.

Adopted on December 8, 2022.

[Signature page follows.]

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

Approved December 8, 2022.

President

Attested and filed in my office on December 8, 2022.

Clerk of the Village of Virgil, Kane County,
Illinois