

# 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: Bridget Ruf  
Clerk: Daniela LeBlanc*

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

*Zoning Enforcement: TBD*

## **Board Meeting February 9, 2023 - 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: Mae Stroebel; Lisa Clark; Alex McTavish

### **APPROVAL OF AGENDA:**

President LeBlanc requested that the Board approve the February 9, 2023, agenda as stated.

MOTION: Trustee Neisendorf - to approve the agenda  
 SECOND: Trustee Hackbarth  
 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 January 12, 2023 Board minutes as stated. Trustee Markham pointed out one minor mistake on the location of a property not being on Rte 47 but on Rte 64. This was updated prior to posting the minutes online.

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:**

- Are there any updates on the truckstop on Rte 47/64 intersection? The hearing was on 1/31/23. Per attorney Alex McTavish: residents are concerned about the proposed number of trucks (proposal shows 36 truck spaces – 9 come and go/27 rentals), the developer needs IDOT approval at this stage

**SHERIFF’S REPORT:**

- NONE

**VILLAGE ENGINEER:**

- A letter was sent by the engineering firm to the Mr & Mrs Dumdie regarding the changes to his property (Old Milk Factory)

**RESOLUTIONS AND ORDINANCES:**

- NONE

**PRESIDENT’S REPORT:**

- It’s been really quiet.

**ATTORNEY’S REPORT:**

- NONE – President LeBlanc advised that he will ask Attorney McTavish we will reach out when needed and his regular attendance at board meetings is not needed at this time

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

**TREASURER’S REPORT:**

Treasurer Ruf presented the treasurer report and the February bills for approval as follows:

Amazon Office Supplies Paid 1/23 Debit Card	\$51.48
Baxter & Woodman	\$546.25

Schenk Custom Builders – Snow Plowing	\$1,710.00
Schenk Custom Builders – Snow Plowing	\$1,060.00
Quicken	\$64.07
Shaw Media	\$65.82
Kishwaukee River Ecosystem Partnership	\$100.00
<b>Pre-Approved Bills</b>	
Sts Peter & Paul Church	\$300.00
AT&T	\$48.58
Illinois Department of Revenue 1/23	\$65.59
Illinois Department of Revenue 2/23	\$65.59
IRS 4 <sup>th</sup> quarter paid 1/23	\$897.40
Fox Valley Internet	\$24.95
Jason Kralka Consulting Services	\$125.00
Total	\$5,124.93

Correction to January 2023 bills: Jamie LeBlanc replaces Banner Up Signs as the Payee. Banner Up Signs was paid by Jamie LeBlanc with his personal credit card.

MOTION: Trustee Washburn to approve the bills.  
 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

**ZONING ENFORCEMENT OFFICER:**

- No updates on a firm handling our zoning and permitting issues

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

**COMMITTEE OF THE WHOLE:** None

**COMP. PLAN COMMITTEE:** None

**FINANCE COMMITTEE:** None

**OTHER BUSINESS:**

- Trustee Hackbarth brought a first draft of the redesign of the village sign, a discussion was held on our needs, she give feedback to the designer

**PUBLIC COMMENT:** Resident Lisa Clark asked if a permit is needed for a new roof – she was advised to contact Kane County to get the appropriate paperwork, she also asked for recommendations and several people gave a referral

**ADJOURN:** at 7:36pm

MOTION: Trustee Markham  
SECOND: Trustee Washburn  
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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*Roger Markham*

*Debbie Washburn*

*Zoning Enforcement Officer TBD*

## **Board Meeting – Clerk Report February 9, 2023 7:00 p.m.**

- All election forms were certified by me and submitted to Kane County for the ballot.
- I confirmed the contact info for individuals having to file EIS. Kane County will email you (your PERSONAL email address) so make sure you check and get it done on time. I do not have a timeline at this point.
- The resident who purchased the property on the Rte.64 and Meredith is in the process of applying for a zoning change for a portion of the property. I addressed some question regarding the placement of the driveway (Meredith Rd vs Rte 64) as well as what is needed to apply for the rezoning.
- We received our new insurance declarations pages and I will review them for accuracy.
- I have sent out the liquor liability application to St.Peter & Paul.
- I have sent out the liquor liability application and amusement fee request to Chuck's Bar & Grill.
- We received a FOIA request for a property actually located in Maple Park, and I advised the party requesting the information accordingly.

Daniela LeBlanc  
Village Clerk