

# 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:  
Lisa Clark  
Cheryl Hackbarth  
Roger Markham  
Robert Neisendorf  
Mark Thompson  
Debbie Washburn*

*Zoning Enforcement: TBD*

## **Board Meeting May 11, 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.

### **SWEARING IN OF NEWLY ELECTED OFFICIALS:**

President LeBlanc signed the oath renewing his term as President of the Board.  
He then administered the oath to the following trustees:

- Lisa Clark
- Mark Thompson
- Debbie Washburn
- Cheryl Hackbarth (finishing out the term for Dave Kosarek)

### **ROLL CALL:**

President Jamie LeBlanc	Present	Trustee Lisa Clark	Present
Trustee Cheryl Hackbarth	Present	Trustee Roger Markham	Present
Trustee Robert Neisendorf	Absent	Trustee Mark Thompson	Present
Trustee Debbie Washburn	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; Alex McTavish; Cary Thompson

**APPROVAL OF AGENDA:**

President LeBlanc requested that the Board approve the May 11, 2023, agenda as stated.

MOTION: Trustee Clark - to approve the agenda after removal of notation to swear in members of Planning and Zoning board and James Giannini as board member – left over from last month by accident  
SECOND: Trustee Markham  
AYES: Trustees Clark; Hackbarth, Markham, Thompson; Washburn  
NAYS: None  
ABSENT: Trustees Neisendorf  
Motion Carried: 5:0:1

**APPROVAL OF MINUTES:**

President LeBlanc requested that the Board approve the March 9, 2023 Board minutes as stated.

MOTION: Trustee Hackbarth  
SECOND: Trustee Washburn  
AYES: Trustees Clark; Hackbarth, Markham, Thompson; Washburn  
NAYS: None  
ABSENT: Trustees Neisendorf  
Motion Carried: 5:0:1

**PUBLIC COMMENT:**

- NONE

**SHERIFF’S REPORT:**

- Clerk LeBlanc communicated with Deputy Latham and she has since taken a new position with a K9 Unit; we are not aware of who our new liaison is

**VILLAGE ENGINEER:**

- They are working on the storm water permit for the Dumdies.

**RESOLUTIONS AND ORDINANCES:**

- NONE

**PRESIDENT’S REPORT:**

- President LeBlanc advised newly elected officials to take advantage of training through the Metro West Council
- A property owner inquired about selling and/or building on a parcel off IC Trail. President LeBlanc advised that the parcel is too small to build on.
- Safe Built sent a proposal for permitting
- Trustee Hackbarth’s daughter sent two designs for the village sign – both were shown to all trustees present and they were asked for feedback

**ATTORNEY’S REPORT:**

- President LeBlanc asked about the process of issuing the citation regarding the lack of lawn mowing and fence repair

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

**TREASURER'S REPORT:**

Treasurer Ruf presented the treasurer report and the May bills for approval, see attached

MOTION: Trustee Markham to approve the bills.  
SECOND: Trustee Thompson  
AYES: Trustees Clark; Hackbarth, Markham, Thompson; Washburn  
NAYS: None  
ABSENT: Trustees Neisendorf  
Motion Carried: 5:0:1 roll call

Treasurer Ruf inquired why checks to our village attorney need to now be made out to him directly instead of the law firm; Attorney McTavish advised that the firm's bank now charges fees and he and his firm decided to change their procedure, the Village will issue checks directly to him instead of his firm

Treasurer Ruf reported that PNC Bank charged us fees because of a required minimum account balance (not previously disclosed), she is looking into how to avoid this Treasurer Ruf is also looking into ensuring that our funds/money is property FDIC insured by our bank since the normal limit insured by the FDIC is \$250,000

**ZONING ENFORCEMENT OFFICER:**

**PLANNING and ZONING BOARD:** Trustee Markham

Regarding the property at 6N125 Meredith Rd:

- An application to rezone part of the property to residential was received
- Resident agreed to remove/move trees to improve sightline for the intersection at Rte 64/Meredith
- Resident wants to breed cats and the board established the following:
  - Limit of Felines – 30 adults and litters
  - Limit of what resident can have on property: felines and equines
  - The Planning and Zoning board is proposing to approve R1 zoning for 1.5 acres and the remainder of the property will remain AG with the above restrictions
  - Number of horses on property will depend on the amount of unimproved area of property remaining after building of residency, barn, riding arena etc

**COMMITTEE OF THE WHOLE:** None

**COMP. PLAN COMMITTEE:** None

**FINANCE COMMITTEE:** None

**OTHER BUSINESS:**

- President LeBlanc will buy signs to mark field tile (quote \$275-\$300)

- Trustee Thompson and President LeBlanc will install them

**PUBLIC COMMENT:**

- NONE

**ADJOURN:** at 7:46pm

MOTION: Trustee Markham  
SECOND: Trustee Clark  
AYES: Trustees Clark; Hackbarth, Markham, Thompson; Washburn  
NAYS: None  
ABSENT: Trustees Neisendorf  
Motion Carried: 5:0:1

Respectfully Submitted,

Daniela LeBlanc  
Clerk of the Village of Virgil

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*Mark Thompson*

*Debbie Washburn*

*Zoning Enforcement Officer TBD*

## Board Meeting – Clerk Report

**May 11, 2023**

**7:00 p.m.**

- Everyone filed their EIS on time and I asked Kane County to delete both Karen and Dave from the list of filers. Our data base with them is now up to date. Thank you for your cooperation!
- Our website was updated with the new Village Code, our new Planning and Zoning Board members and I will also have them update the members of our board after this meeting.
- I have the set-up instructions for Lisa and Mark to get their village email set up and I asked Jason to reset the password for Dave and Karen and send it to me in case I need to access it at some point.
- We received an inquiry from the resident at the small farmhouse just west of Chuck's regarding the increased truck traffic from the business on Meredith and IC Trail. He also inquired about lowering the speed limit and posting signs about "no engine braking". I advised that Route 64 is a state road and IDOT/State of IL has authority over any of these issues. He especially expressed concern over safety including the school bus stopping for his son and I said we understood his concerns but our village has no jurisdiction over Rte 64. He will proceed to inquire with the State of IL.
- I received an inquiry from someone who was interested in a property in Virgil. She wanted to know about major zoning rules regarding building a home and garage and I directed her to our Village Code posted on our website. She had no specific questions or details so I could not give her specific answers.

Daniela LeBlanc  
Village Clerk

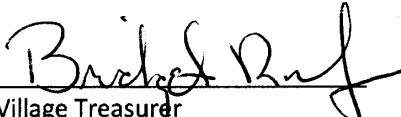
Village of Virginia  
5N939 Meredith Road  
Maple Park IL 60151

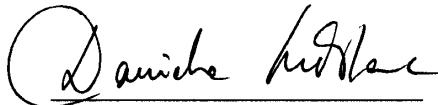
**Bills - May 2023**

Metro West Council of Government	\$ 500.00
Baxter & Woodman	\$ 110.00
Amazon - Paid Debit Card 4/23	\$ 109.99
Alex McTavish	\$ 1,152.00
<b>DO NOT HAVE TO BE VOTED ON BELOW:</b>	
<b>PRE-APPROVED BILLS:</b>	
Sts. Peter & Paul Church	\$ 300.00
AT&T	\$ 48.62
Illinois Department of Revenue 5/23	\$ 65.59
Fox Valley Internet	\$ 24.95
Jason Kralka Consulting Services	\$ 125.00
Bridget Ruf	\$ 575.00
Daniela LeBlanc	\$ 750.00
	\$ 3,761.15

The attached bills were approved by the Board of Trustees on 05/11/23

Attested this 11th day of May, 2023

  
Village Treasurer

  
Village Clerk