

# 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 August 10, 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 Lisa Clark	Present
Trustee Cheryl Hackbarth	Present	Trustee Roger Markham	Absent
Trustee Robert Neisendorf	Absent	Trustee Mark Thompson	Absent
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

### **APPROVAL OF AGENDA:**

President LeBlanc requested that the Board approve the August 10, 2023, agenda as stated.

MOTION: Trustee Hackbarth  
SECOND: Trustee Clark  
AYES: Trustees Clark; Hackbarth; Washburn  
NAYS: None  
ABSENT: Markham; Thompson; Neisendorf  
Motion Carried: 3:0:3

### **APPROVAL OF MINUTES:**

President LeBlanc requested that the Board approve the July 13, 2023 Board minutes as stated.

MOTION: Trustee Washburn

SECOND: Trustee Hackbarth  
AYES: Trustees Clark; Hackbarth; Washburn  
NAYS: None  
ABSENT: Markham; Thompson; Neisendorf  
Motion Carried: 3:0:3

**PUBLIC COMMENT:**

- NONE

**SHERIFF'S REPORT:**

- no contact from the Sheriff's Department

**VILLAGE ENGINEER:**

- President LeBlanc met with all (3) departments (see July minutes)
  - Drainage by church property: President LeBlanc sent the survey done a few years ago and the engineer is in the beginning of the planning phase; President LeBlanc detailed the plans discussed and said this may happen next year
  - Welter/IC Trail: Welter is in poor condition, IC trail is still in decent shape
  - IC Trail: spot patching and culverts need addressing; a plan is being put together
  - Welter: cracked and needs more extensive work
  - Bridge on IC Trail: engineers suggest a span bridge which will cost less than previous suggestion (\$500K-\$700K vs \$800K-\$1mil); the village portion will therefore also be smaller
  - A 3 person board will need to be assembled to pick the firm to handle the bridge project; we have a strict time limit due to state rules
  - President LeBlanc was notified that he has to attend a course to get FEMA funds and to have the village be certified

**RESOLUTIONS AND ORDINANCES:**

- Request to Pass Resolution No 2023-02 Approving a contract with SAFEBuilt ILLINOIS LLC for Building and Zoning Inspection Services

MOTION: Trustee Clark to Table the Resolution due to half the board being absent  
SECOND: Trustee Washburn  
AYES: Trustees Clark; Hackbarth; Washburn  
NAYS: None  
ABSENT: Markham; Thompson; Neisendorf  
Motion Carried: 3:0:3

- Request to Pass Resolution No 2023-03 A Resolution Approving a Donation to the Kane County Sheriff K9 Unit (\$500)

MOTION: Trustee Washburn  
SECOND: Trustee Hackbarth  
AYES: Trustees Clark; Hackbarth; LeBlanc; Washburn  
NAYS: None  
ABSENT: Markham; Thompson; Neisendorf  
Motion Carried: 4:0:3 per roll call

**PRESIDENT'S REPORT:**

- See Engineering Report

**ATTORNEY'S REPORT:**

- NONE

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

**TREASURER'S REPORT:**

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

MOTION: Trustee Clark to approve the bills.  
SECOND: Trustee Washburn  
AYES: Trustees Clark; Hackbarth; LeBlanc; Washburn  
NAYS: None  
ABSENT: Markham; Thompson; Neisendorf  
Motion Carried: 4:0:3 Roll Call

**ZONING ENFORCEMENT OFFICER:**

- NONE

**PLANNING and ZONING BOARD:** Trustee Markham

- They will meet if Dumdie's water permit is filed and they need to apply for special use permit

**COMMITTEE OF THE WHOLE:** None

**COMP. PLAN COMMITTEE:** None

**FINANCE COMMITTEE:** None

**OTHER BUSINESS:** None

**PUBLIC COMMENT:** None

**ADJOURN:** at 7:29pm

MOTION: Trustee Hackbarth  
SECOND: Trustee Washburn  
AYES: Trustees Clark; Hackbarth; Washburn  
NAYS: None  
ABSENT: Markham; Thompson; Neisendorf  
Motion Carried: 3:0:3  
Respectfully Submitted,

Daniela LeBlanc  
Clerk of the Village of Virgil

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*Roger Markham*

*Robert Neisendorf*

*Mark Thompson*

*Debbie Washburn*

*Zoning Enforcement Officer TBD*

## **Board Meeting – Clerk Report**

**July 13, 2023**

**7:00 p.m.**

- I met with Ms Dumdie to receive the check and application for the storm water permit to be processed by Baxter & Woodman.
- I also received their check for the outstanding invoice regarding services rendered by Baxter & Woodman in connection with their ordinance violation.
- I am in contact with Pelagio Builders regarding a new home construction. They sent the application but not the site plan. They also were told (by Kane County) to send it to Kane County and that the county processes it for us.

Daniela LeBlanc

Village Clerk

Village of Virgil  
5N939 Meredith Road  
Maple Park IL 60151

**Bills - August 2023**

Alex McTavish	\$ 1,364.00
<b>DO NOT HAVE TO BE VOTED ON BELOW:</b>	
<b>PRE-APPROVED BILLS:</b>	
Sts. Peter & Paul Church	\$ 300.00
AT&T - Approx	\$ 50.00
Illinois Department of Revenue 8/23	\$ 65.59
Fox Valley Internet - Approx	\$ 24.95
Jason Kralka Consulting Services	\$ 125.00
Bridget Ruf	\$ 575.00
Daniela LeBlanc	\$ 750.00
	<b>\$ 3,254.54</b>

The attached bills were approved by the Board of Trustees on 08/10/23

Attested this 10th day of August, 2023

  
Village Treasurer

  
Village Clerk