

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:

Lisa Clark

Cheryl Hackbarth

Roger Markham

Robert Neisendorf

Mark Thompson

Debbie Washburn

Zoning Enforcement: TBD

Board Meeting September 14, 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	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; Cheryl O'Brien; George Barrick

APPROVAL OF AGENDA:

President LeBlanc requested that the Board approve the September 14, 2023, agenda as stated.

MOTION: Trustee Markham

SECOND: Trustee Thomas

AYES: Trustees Clark; Hackbarth, Markham, Thompson; Washburn

NAYS: None

ABSENT: Neisendorf

Motion Carried: 5:0:1

APPROVAL OF MINUTES:

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

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

PUBLIC COMMENT:

- NONE

SHERIFF's REPORT:

- We received no updates.
- Trustee Markham mentioned his son talks to the Sheriff's resource officer: they are out patrolling more including our village; there was a motorcycle fatality by the High School on Meredith and they have also been sitting at the church parking lot looking for speeding cars
- They are also patrolling Virgil View

VILLAGE ENGINEER:

- A proposal for the church drainage tile/bio swale was discussed, this will need to go out to bid as it is over \$20,000
- Treasurer Bridget mentioned that the threshold for bidding is now \$30,000 and attorney McTavish confirmed
- Dumdie Property (old milk factory): storm water permit had some items missing; the engineers will reach out to the property owners

RESOLUTIONS AND ORDINANCES:

- Request to Take Resolution off the table: Resolution No 2023-02 Approving a contract with SAFEbuilt ILLINOIS, LLC for Building and Zoning Inspection Services

MOTION: Trustee Washburn to take the resolution off the table
SECOND: Trustee Clark
AYES: Trustees Clark; Hackbarth, Markham, Thompson; Washburn
NAYS: None
ABSENT: Neisendorf
Motion Carried: 5:0:1

- Request to approve Resolution off the table: Resolution No 2023-02 Approving a contract with SAFEbuilt ILLINOIS, LLC for Building and Zoning Inspection Services

MOTION: Trustee Thompson to approve the resolution
SECOND: Trustee Markham
AYES: Trustees Clark; Hackbarth, Markham, Thompson; Washburn
NAYS: None
ABSENT: Neisendorf
Motion Carried: 5:0:1 Roll Call

Per discussion with the board: agreement will be put in place eff 10/1/23 or thereafter as

soon as President LeBlanc confirms what is needed to proceed

PRESIDENT'S REPORT:

- Look at notes on Engineer's report

ATTORNEY'S REPORT:

- NONE

CLERK'S REPORT: not really anything to report; just the usual inquiries regarding permits etc

TREASURER'S REPORT:

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

The paperwork with Old Second Bank was signed; bail bond agreement is done
Some of the PNC funds will be moved; Treasurer Ruf will deal with direct deposits etc
before moving the remaining funds

Treasurer Markham asked which branch we will be dealing with: Treasurer Ruf advised
that our day to day dealings are with our local branch but the paperwork was handled by
the Aurora branch

MOTION: Trustee Hackbarth to approve the bills.

SECOND: Trustee Washburn

AYES: Trustees Clark; Hackbarth, Markham, Thompson; Washburn

NAYS: None

ABSENT: Neisendorf

Motion Carried: 5:0:1 Roll Call

ZONING ENFORCEMENT OFFICER:

- We received a complaint regarding the state of a property at 7N088 Sauber Rd;
President LeBlanc and Attorney McTavish will be involved in this

PLANNING and ZONING BOARD: Trustee Markham

- Waiting on Dumdie property/engineers to proceed

COMMITTEE OF THE WHOLE: None

COMP. PLAN COMMITTEE: None

FINANCE COMMITTEE: None

OTHER BUSINESS: President LeBlanc: we need a committee for the IC trail bridge
project (3 people); President LeBlanc asked Trustee Thompson to head it because of his
engineering background; President LeBlanc has other people in mind for the other two
people

PUBLIC COMMENT: Resident O'Brien asked how long the contract with SAFEbuilt is –
it can be cancelled anytime with the appropriate cancellation notice/time per the contract;
more questions were asked about the fees vs our current set up with Kane Co – we will
get a slightly bigger cut from SAFEbuilt

ADJOURN: at 7:27pm

MOTION: Trustee Clark

SECOND: Trustee Washburn

AYES: Trustees Clark; Hackbarth, Markham, Thompson; Washburn

NAYS: None

ABSENT: Neisendorf

Motion Carried: 5:0:1

Respectfully Submitted,

Daniela LeBlanc

Clerk of the Village of Virgil

VILLAGE OF VIRGIL

RESOLUTION NO. 2023-02

APPROVING A CONTRACT WITH SAFEbuilt ILLINOIS, LLC FOR
BUILDING AND ZONING INSPECTION SERVICES

BE IT RESOLVED by the President and Board of Trustees of the Village of Virgil that:

1. The Village accepts the proposal of SAFEbuilt Illinois, LLC to provide building and zoning review and inspection services to the Village and perform all of the functions of the Building and Zoning Officer in accordance with the contract, a copy of which is on file with the clerk's office, for an amount determined in accordance with the schedule of fees attached to the contract. The president and clerk are authorized and directed to sign a copy of the contract on behalf of the village and take such other actions as may be reasonably necessary to carry out the purposes of this resolution.
2. The clerk shall send a copy of this resolution to the contractor along with a signed copy of the contract. The contractor may not begin work until the village has received a signed copy of the contract back and a certificate that the insurance called for in the contract is in effect.

Adopted by roll call vote on August 10, 2023.

[Signature page follows.]

VILLAGE OF VIRGIL

RESOLUTION NO. 2023-02

APPROVING A CONTRACT WITH SAFEbuilt ILLINOIS, LLC FOR
BUILDING AND ZONING INSPECTION SERVICES

BE IT RESOLVED by the President and Board of Trustees of the Village of Virgil that:

1. The Village accepts the proposal of SAFEbuilt Illinois, LLC to provide building and zoning review and inspection services to the Village and perform all of the functions of the Building and Zoning Officer in accordance with the contract, a copy of which is on file with the clerk's office, for an amount determined in accordance with the schedule of fees attached to the contract. The president and clerk are authorized and directed to sign a copy of the contract on behalf of the village and take such other actions as may be reasonably necessary to carry out the purposes of this resolution.
2. The clerk shall send a copy of this resolution to the contractor along with a signed copy of the contract. The contractor may not begin work until the village has received a signed copy of the contract back and a certificate that the insurance called for in the contract is in effect.

Adopted by roll call vote on September 14, 2023.

[Signature page follows.]

Trustee	Yes	No	Absent	Abstain
Clark				
Hackbarth				
Markham				
Neisendorf				
Thompson				
Washburn				
LeBlanc				
Totals				

Approved September 14, 2023.

Jamie LeBlanc, President

Attested and filed in my office on September 14,
2023.

Daniela LeBlanc, Village Clerk