

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 December 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 | Absent |
| Trustee Cheryl Hackbarth | Present | Trustee Roger Markham | Present |
| Trustee Robert Neisendorf | Present | 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: Alex McTavish; Mae Stroebel

APPROVAL OF AGENDA:

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

MOTION: Trustee Hackbarth
 SECOND: Trustee Washburn
 AYES: Trustees Hackbarth, Neisendorf, Thompson; Washburn
 NAYS: None
 ABSENT: Trustee Clark; Markham
 Motion Carried: 4:0:2

APPROVAL OF MINUTES:

President LeBlanc requested that the Board approve the November 09, 2023 Board minutes as stated.

MOTION: Trustee Washburn
SECOND: Trustee Thompson
AYES: Trustees Hackbarth, Neisendorf, Thompson; Washburn
NAYS: None
ABSENT: Trustee Clark; Markham
Motion Carried: 4:0:2

PUBLIC COMMENT:

- NONE

SHERIFF’S REPORT:

- We received no updates.

VILLAGE ENGINEER:

- See attached President’s Report

RESOLUTIONS AND ORDINANCES:

President LeBlanc requested that the Board approve Ordinance 2023-03 GRANTING A VARIATION FROM THE ZONING ORDINANCE (6N071 MEREDITH RD, VIRGIL IL 60151) (THOMPSON)

MOTION: Trustee Washburn
SECOND: Trustee Hackbarth
AYES: Trustees Hackbarth, Neisendorf, Washburn
NAYS: None
ABSENT: Trustee Clark; Markham
ABSTAIN: Trustee Thompson
Motion Carried: 3:0:2:1 by roll call

President LeBlanc requested that the Board approve Ordinance 2023-04 AN ORDINANCE FOR THE LEVY AND ASSESSMENT OF TAXES FOR THE FISCAL YEAR BEGINNING MAY 1, 2023 AND ENDING APRIL 30, 2024, FOR THE VILLAGE OF VIRGIL, KANE COUNTY, ILLINOIS

MOTION: Trustee Neisendorf
SECOND: Trustee Hackbarth
AYES: Trustees Hackbarth, Neisendorf, Thompson; Washburn
NAYS: None
ABSENT: Trustee Clark; Markham
Motion Carried: 4:0:2 by roll call

PRESIDENT’S REPORT:

- SEE ATTACHED
- President LeBlanc and Trustee Thompson will add “do not dig” signs where we have the drainage tile on Jennifer Creed’s property to avoid potential damage due to ongoing construction of the new residence etc.

ATTORNEY'S REPORT:

- NONE

CLERK'S REPORT:

- We received a FOIA regarding the passing of an ordinance to allow gaming
- The individual requesting this information asked for a copy of the signed/dated ordinance (2012) which I have to look for.
- The FOIA also requested information on the individuals on the board at that time and their length of service
- Trustee Washburn had made inquiries regarding updates to our website and if we could list the hours of service for the Virgil Veterinary Clinic
- I advised we would not add the hours of service for any businesses since we already get way too many calls inquiring about those businesses and it would now make us responsible for keeping up with this type of info
- It is the business' responsibility to have that info available on their own webpage
- I reminded everyone I needed the sign off sheet for the Sexual Harassment training as per State Law
- We purchased a new printer since our old one died
- I updated my information as the contact for the EIS with Kane County per their request
- I received an inquiry regarding the liquor liability from the potential new owner of Chuck's and I sent them the application, as well as the amusement fee information

TREASURER'S REPORT:

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

MOTION: Trustee Neisendorf
 SECOND: Trustee Washburn
 AYES: Trustees Hackbarth, Neisendorf, Thompson; Washburn
 NAYS: None
 ABSENT: Trustee Clark; Markham
 Motion Carried: 4:0:2 by roll call

ZONING ENFORCEMENT OFFICER:

- None

COMMITTEE OF THE WHOLE: None

COMP. PLAN COMMITTEE: None

FINANCE COMMITTEE: None

OTHER BUSINESS:

- None

PUBLIC COMMENT:

- None

ADJOURN: at 8:02pm

MOTION: Trustee Thompson

SECOND: Trustee Hackbarth

AYES: Trustees Hackbarth, Neisendorf, Thompson; Washburn

NAYS: None

ABSENT: Trustee Clark; Markham

Motion Carried: 4:0:2

Respectfully Submitted,

Daniela LeBlanc

Clerk of the Village of Virgil

Presidents Report – December 14, 2023

- **Tornado Sirens** - Working with Midwest Warning Systems – a firm that refurbishes and installs warning sirens. I am meeting with them next week Wednesday and hope to have a quote by the January Board meeting. I saw a quote they did for Lily Lake and it was under \$3000 to have it installed on the fire stations roof. Not sure what a pole installation would be. Still, very reasonable.
- **07N088 Sauber Road** - Working with owner to continue to clean up his property of miscellaneous vehicles, construction debris, and stored equipment. After talking to Alex, the zoning prohibits the parking, or storage of any commercial vehicle over one ton anywhere on the property, inside, or out. So, he would have to move all his vehicles either off-site, or apply for a variation. I will pursue this after the holidays.
- **6N221 Meredith Road** - The process with the Dumdie's is ongoing. Baxter & Woodman had noted five deficiencies in their Storm Water Permit submittal. I discussed with the engineers and we agreed that two of the five really didn't apply, but required the permit to be updated with the other missing three items. As of Monday, Dec 11th, Baxter & Woodman have still not received the needed information to move forward. After the holidays we will be giving the Dumdies a strict timeline that needs to be met, or they will be cited.
- **Noise Complaint on IC Trail** - Per the Village attorney, I have been told to stop working with resident & farmer about a noise complaint. After Alex discussed the situation with the resident's attorney, he stated that this is no longer a Village issue and that the two parties would have to come to an amicable agreement with each other, or pursue a legal solution.
- **SafeBuilt** - Our local representative I will get together after the holidays so they have a better idea of what we need, how to quote/cost that model, and how to move forward. Hopefully I will have an update at the January meeting.
- **Baxter & Woodman** – IC Trail & Welter Road. Our representative has taken pavement core samples to determine the make-up of both roads and their respective bases in order to formulate the best path forward for repair/replace. Currently they are concentrating on manhour estimates for survey and drainage design to reestablish functional ditches along both. This needs to be done before any remediation of the pavement occurs as water has been a factor on the deterioration of both roadbeds.
- **Boundary Agreements** - Both Lily Lake & Burlington are looking to update their respective boundary agreements with the Village and they suggest we relook at our boundary agreement with Elburn as well.

VILLAGE OF VIRGIL

ORDINANCE NO. 2023-03

GRANTING A VARIATION FROM THE ZONING ORDINANCE
(6N071 MEREDITH RD., VIRGIL, IL 60151)
(Thompson)

ADOPTED BY THE
PRESIDENT AND BOARD OF TRUSTEES
OF THE
VILLAGE OF VIRGIL

December 14, 2023

Published in pamphlet form by authority of the President and Board of Trustees of the Village of
Virgil, Kane County, Illinois
December 14, 2023

Village of Virgil, Kane County, Illinois

ORDINANCE NO. 2023-03

GRANTING A VARIATION FROM THE ZONING ORDINANCE
(6N071 MEREDITH RD., VIRGIL, IL 60151)
(Thompson)

WHEREAS, a public hearing on the application of Mark and Carrie Thompson for a variation from the area requirement in the R1 -Residential Zoning District for the property at 6N071 Meredith Rd. , Virgil, IL 60151, to permit one horse to be stabled on the property, was held before the Village of Virgil Planning and Zoning Board on November 8, 2023 upon due notice published according to law; and

WHEREAS, the Board, after hearing from the applicant and all members of the public present at the hearing, and after considering all written material, if any, submitted in support of or against the application, has recommended that the application be granted but limited to the life of the horse intended to be stabled on the property;

NOW, THEREFORE, BE IT ORDAINED by the President and the Board of Trustees of the Village of Virgil, Kane County, Illinois, as follows:

§ 1. Variation granted

A variation from the area requirement of two unbuild acres for each horse to be stabled on property in the R1 Residential District is hereby granted to permit one horse to be stabled on the property at 6N071 Meredith Road, Virgil, IL 60151. The variation will expire when the horse intended to be stabled on the property dies.

§ 2. Effective Date

This ordinance is fully effective from and after its passage, approval and publication as provided by law.

Adopted on December 14, 2023 pursuant to a roll call vote as follows:

[Signature page follows.]

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

Approved December 14, 2023.

Jamie LeBlanc, President

Attested, Filed in my office, and published in pamphlet form
on December 14, 2023.

Daniela LeBlanc, Village Clerk

VILLAGE OF VIRGIL

ORDINANCE NO. 2023-04

AN ORDINANCE FOR THE LEVY AND ASSESSMENT
OF TAXES FOR THE FISCAL YEAR BEGINNING MAY
1, 2023, AND ENDING APRIL 30, 2024, FOR THE
VILLAGE OF VIRGIL, KANE COUNTY, ILLINOIS

ADOPTED BY THE
PRESIDENT AND BOARD OF TRUSTEES
OF THE
VILLAGE OF VIRGIL

December 7, 2023

Published in pamphlet form by authority of the President
and Board of Trustees of the Village of Virgil,
Kane County, Illinois

December 7, 2023

ORDINANCE NO. 2023-04

AN ORDINANCE FOR THE LEVY AND ASSESSMENT
OF TAXES FOR THE FISCAL YEAR BEGINNING MAY
1, 2023, AND ENDING APRIL 30, 2024, FOR THE
VILLAGE OF VIRGIL, KANE COUNTY, ILLINOIS

BE IT ORDAINED by the president and the board of trustees of the village of Virgil, Kane County, Illinois, as follows:

§ 1. Ascertainment of tax levy

The total amount of appropriations for all corporate purposes to be collected from the tax levy of the current fiscal year is hereby ascertained to be \$34,200.

§ 2. Tax Levy

The sum of \$34,200 of the amount appropriated for the current fiscal year by the annual appropriation ordinance of the village for the year 2023, passed by the president and board of trustees of the village at the legally convened meeting of July 13, 2023, is hereby levied upon all property within the village of Virgil subject to taxation for the current year. The specific amounts levied for each object and purpose is placed in a separate column under the heading *To Be Raised by Tax Levy* as follows:

Village of Virgil

Appropriations 5/1/2023 through 4/30/2024

| <u>Account</u> | | <u>Total Appropriation</u> | <u>Estimated Receipts from Sources Other than Tax Levy</u> | <u>To be Raised by Tax Levy</u> |
|-----------------------|--------------------------------|----------------------------|--|---------------------------------|
| General Fund | | | | |
| <i>Administration</i> | | | | |
| Personnel | | | | |
| 421 | Expense Allowance / Appointed | \$0 | \$0 | \$0 |
| 430 | Expense Allowance / Elected | \$5,000 | \$5,000 | \$0 |
| 461 | FICA/Medicare/Payroll taxes | \$4,500 | \$4,500 | \$0 |
| 470 | State Contributions | \$1,250 | \$1,250 | \$0 |
| 420 | Salaries - Employees | \$25,000 | \$25,000 | \$0 |
| | Total Personnel | <u>\$35,750</u> | <u>\$35,750</u> | <u>\$0</u> |
| Contractual Services | | | | |
| 952 | Meeting Place -- Reimbursement | \$5,000 | \$5,000 | \$0 |
| 533 | Legal | \$20,000 | \$20,000 | \$0 |
| | Accounting Services | \$0 | \$0 | \$0 |
| 554 | Printing | \$1,000 | \$1,000 | \$0 |
| 591 | Insurance / Liability | \$6,000 | \$6,000 | \$0 |
| | Code Hearing Officer | \$1,000 | \$1,000 | \$0 |
| | Insurance / Bonds | \$3,000 | \$3,000 | \$0 |
| 552 | Telephone/Internet | \$5,000 | \$5,000 | \$0 |
| | Workers Compensation | \$0 | \$0 | \$0 |
| 549 | Other Professional Services | \$6,000 | \$6,000 | \$0 |
| | Total Contractual Services | <u>\$47,000</u> | <u>\$47,000</u> | <u>\$0</u> |
| Commodities | | | | |
| 651 | Office Supplies | \$2,000 | \$2,000 | \$0 |
| 551 | Postage | \$2,000 | \$2,000 | \$0 |
| | Total Commodities | <u>\$4,000</u> | <u>\$4,000</u> | <u>\$0</u> |

Village of Virgil

Appropriations 5/1/2023 through 4/30/2024

Estimated
Receipts from
Sources Other
than Tax Levy To be Raised
by Tax Levy

| <u>Account</u> | | <u>Total Appropriation</u> | <u>Estimated Receipts from Sources Other than Tax Levy</u> | <u>To be Raised by Tax Levy</u> |
|----------------|-----------------------------------|----------------------------|--|---------------------------------|
| | Other Expenditures | | | |
| 911 | Community Relations | \$0 | \$0 | \$0 |
| | Training & Education | \$0 | \$0 | \$0 |
| | Communications | \$0 | \$0 | \$0 |
| | Liquor Commission | \$0 | \$0 | \$0 |
| 900 | Bank Fees | \$550 | \$550 | \$0 |
| 562 | Travel | \$1,000 | \$1,000 | \$0 |
| | Subscriptions | \$0 | \$0 | \$0 |
| 561 | Dues | \$1,250 | \$1,250 | \$0 |
| 565 | Publications | \$1,000 | \$1,000 | \$0 |
| 567 | Misc. Expenditures | \$5,000 | \$5,000 | \$0 |
| | Total Other Expenditures | \$8,800 | \$8,800 | \$0 |
| | Capital Outlay | | | |
| | Equipment | \$3,000 | \$3,000 | \$0 |
| | Furniture | \$1,000 | \$1,000 | \$0 |
| | Total Capital Outlay | \$4,000 | \$4,000 | \$0 |
| | <i>Total Administration</i> | <i>\$99,550</i> | <i>\$99,550</i> | <i>\$0</i> |
| | Public Works | | | |
| | Contractual Services | | | |
| 532 | Engineering | \$20,000 | \$20,000 | \$0 |
| 516 | Snow Removal | \$25,000 | \$25,000 | \$0 |
| | Salt Storage | \$0 | \$0 | \$0 |
| 514 | Maintenance Services -- Streets | \$25,000 | \$25,000 | \$0 |
| 517 | Maintenance Services -- Mowing | \$2,500 | \$2,500 | \$0 |
| | Maintenance Services - Drainage | \$50,000 | \$50,000 | \$0 |
| | Capital Improvements | \$225,000 | \$190,800 | \$34,200 |
| | Total Contractual Services | \$347,500 | \$313,300 | \$34,200 |
| | Commodities | | | |
| | Bulk & Signs | \$500 | \$500 | \$0 |
| | Total Commodities | \$500 | \$500 | \$0 |
| | Other Expenditures | | | |
| | Training & Education | \$0 | \$0 | \$0 |
| | Total Other Expenditures | \$0 | \$0 | \$0 |
| | <i>Total Public Works</i> | <i>\$348,000</i> | <i>\$313,800</i> | <i>\$34,200</i> |

Village of Virgil

Appropriations 5/1/2023 through 4/30/2024

Estimated
Receipts from
Sources Other
than Tax Levy To be Raised
by Tax Levy

| <u>Account</u> | <u>Total Appropriation</u> | <u>Estimated Receipts from Sources Other than Tax Levy</u> | <u>To be Raised by Tax Levy</u> |
|---------------------------------------|---|--|---------------------------------|
| <i>Development</i> | | | |
| | Contractual Services | | |
| | Engineering | \$0 | \$0 |
| | Building Inspections | \$0 | \$0 |
| 538 | Planning | \$0 | \$0 |
| 539 | Zoning | \$0 | \$0 |
| | Total Contractual Services | \$0 | \$0 |
| | Other Expenditures | | |
| | Training & Education | \$0 | \$0 |
| | Publication | \$0 | \$0 |
| | Total Other Expenditures | \$0 | \$0 |
| | Total Development | \$0 | \$0 |
| <i>Finance</i> | | | |
| | Other Expenditures | | |
| | Training & Education | \$500 | \$500 |
| | Total Other Expenditures | \$500 | \$0 |
| | Total Finance | \$500 | \$0 |
| <i>Other Contractual Services</i> | | | |
| | Police Protection | \$5,000 | \$5,000 |
| | Total Other Contractual Services | \$5,000 | \$0 |
| | Contingencies | \$10,000 | \$0 |
| | Total General Fund | \$463,050 | \$34,200 |
| <i>Motor Fuel Fund</i> | | | |
| | Street Contractual Services | | |
| | Street Maintenance Services | \$20,000 | \$20,000 |
| | Total Motor Fuel Fund | \$20,000 | \$0 |

§ 3. Certification

There is hereby certified to the county clerk of Kane County, Illinois, the total amount of \$34,200, which amount the village of Virgil requires to be raised by taxation for the current fiscal year of the village.

§ 4. Filing

The clerk shall file a certified copy of this ordinance with the county clerk within the time provided by law.

§ 5. Savings clause

If any section, subdivision, or sentence of this ordinance is for any reason held invalid or unconstitutional, such decision shall not affect the validity of the remaining portion of this ordinance.

§ 6. Effective Date

This ordinance is effective after its passage, approval and publication as provided by law.

Adopted on December 7, 2023 pursuant to a roll call vote as follows:

[Signature page follows.]

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

Approved December 7, 2023

 President

Attested, filed in my office, and published in pamphlet form on December 7, 2023

 Clerk of the Village of Virgil, Kane County, Illinois

VILLAGE OF VIRGIL
SUMMARY SHEET OF 2023.2 TAX LEVY PAYABLE IN 2024

| Rate Limit | Fund No. | Name | Amount |
|------------|----------|---------------------------------------|-------------|
| .25% | 1 | General Corporate Fund | \$34,200.00 |
| 1.00% | 3 | Special Service Area No. 1 - Schramer | \$0.00 |
| Total Levy | | | \$34,200.00 |

Village Clerk

STATE OF ILLINOIS)
)
COUNTY OF KANE)

TRUTH IN TAXATION
CERTIFICATE OF COMPLIANCE

I, Jamie LeBlanc, hereby certify that I am the duly elected and acting President of the Village of Virgil, Kane County, Illinois and as President I certify that the ordinance to which this certificate is attached, Ord. No. 2023-04 - AN ORDINANCE FOR THE LEVY AND ASSESSMENT OF TAXES FOR THE FISCAL YEAR BEGINNING MAY 1, 2023 AND ENDING APRIL 30, 2024, FOR THE VILLAGE OF VIRGIL, KANE COUNTY, ILLINOIS, was adopted pursuant to, and in all respects in compliance with the provisions of 35 ILCS 200/18-60 through 35 ILCS 200/18-85 of the Truth in Taxation Act, no public hearing being required because the amount levied does not exceed 105% of the amount extended for the previous year.

Dated: December 7, 2023.

Village President

Subscribed and Sworn to on
December 7, 2023.

(SEAL)

Notary Public

**Village of Virgil
5N939 Meredith Road
Maple Park IL 60151**

Bills - December 2023

| | |
|--|--------------------|
| Baxter & Woodman | \$ 220.00 |
| Schenk Custom Builders - November | \$ 550.00 |
| Schenk Custom Builders - December | \$ 160.00 |
| Metropolitan Mayors | \$ 130.00 |
| Amazon - Printer | \$ 344.99 |
| Jamie LeBlanc - Reimbursement Hardware for Signs | \$ 23.75 |
| <i>Shaw media</i> | <i>64.46</i> |
| PRE-APPROVED BILLS: | |
| Sts. Peter & Paul Church | \$ 300.00 |
| AT&T - Approx | \$ 50.00 |
| Illinois Department of Revenue 12/23 | \$ 65.59 |
| Fox Valley Internet - Approx | \$ 24.95 |
| Jason Kralka Consulting Services | \$ 125.00 |
| Bridget Ruf | \$ 575.00 |
| Daniela LeBlanc | \$ 750.00 |
| | \$ 9,319.28 |

*3383.74
BR.*

The attached bills were approved by the Board of Trustees on 12/14/23

Attested this 14th day of December, 2023

Bridget Ruf
Village Treasurer

Daniela LeBlanc
Village Clerk