

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 March 14, 2024 - 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 7:03pm	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; Attorney Alex McTavish; Matt Ekstrom; Ryan Markham; Cheryl O'Brien; Todd Williams; James Giannini

APPROVAL OF AGENDA:

President LeBlanc requested that the Board approve the March 14, 2024, agenda as stated.

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

APPROVAL OF MINUTES:

President LeBlanc requested that the Board approve the February 8, 2024 Board minutes as stated.

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

President LeBlanc requested that the Board approve the February 22, 2024 Committee of the Whole minutes as stated.

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

PUBLIC COMMENT:

- Residence at 46W929 Country Lane (Virgil View) has cars parked in the grass; this needs to be resolved
- Garbage along Rte 64 is getting out of hand: this garbage comes from the garbage trucks and President LeBlanc stated that this is a State of IL issue, we have no authority over this
- Kane Co Farm Bureau has filed a law suit against the garbage haulers

SHERIFF's REPORT:

- We received no updates.

VILLAGE ENGINEER:

- See attached President's Report
- Ic Trail – has a good road bed but has water damage
- Ditches need repair so further water damage is avoided
- Welter Road needs major improvement
- IC Trail has bigger impact on residents so this will be the priority
- President LeBlanc will meet with Foster on 3/15/2024 to discuss possible funding opportunities
- 6N024 Meredith needs to put a retention area in – the question was raised if another storm water permit is needed

RESOLUTIONS AND ORDINANCES:

President LeBlanc requested that the Board approve the following:

1. RESOLUTION NO. 2024-02 A Resolution Approving an Amendment to the Contract with SafeBuilt Illinois LLC for Building and Zoning Inspection Services

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

2. RESOLUTION NO. 2024-03 A Resolution Approving the Expenditure of \$52,100 to Baxter and Woodman for Preliminary Engineering Services in Connection with the Maintenance and Reconstruction of IC Trail

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

3. ORDINANCE NO. 2024-02 An Ordinance Amending the Village Code (Chapter 12 - Zoning, Table B – Table of Permitted Uses) - Horses

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

Trustee Markham reported on the public hearing regarding this matter; only 17 possible properties would be eligible; this ordinance brings us in line with Kane County

PRESIDENT’S REPORT:

- SEE ATTACHED
- President LeBlanc reported on compensation for the President of the Board and Trustees from several other municipalities to evaluate if we need to adjust our pay scale
- The suggestion was as follows:
 - Trustees – raising it from \$35 per meeting to \$50
 - President of the Board – raising it to \$8,000 per year in lieu of hourly rate and pay by meeting
 - If trustees do things for the board such as meetings etc, they need to log hours to get reimbursed for additional time spent
 - An ordinance will need to be passed to make these changes

- Changes will go into effect upon reelection of each trustee (or new trustee)

ATTORNEY’S REPORT:

- NONE

CLERK’S REPORT:

- See attached

TREASURER’S REPORT:

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

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

Treasurer Ruf also reported:

- Direct deposit at Old Second now works
- Let’s keep PNC open until June tax funds hit to make sure there are no issues
- Motor Fuel Funds: she checked on the balance available but is waiting on confirmation

ZONING ENFORCEMENT OFFICER: SafeBuilt will be the firm handling this portion going forward; President LeBlanc will be handling the on-boarding

COMMITTEE OF THE WHOLE: NONE

COMP. PLAN COMMITTEE: NONE

FINANCE COMMITTEE: NONE

OTHER BUSINESS:

- Former “Chuck’s” progress:
 - They are waiting on engineering to submit for permits
 - Possible August opening
 - Kane Co got involved with the demo portion of this project

PUBLIC COMMENT:

- Resident James Giannini expressed his appreciation for all the board etc do for the Village – it was MOST APPRECIATED!
- The question was raised if the Kane County Forest Preserve will require funds for us to put up the tornado siren
- President LeBlanc advised that there will be no funds exchanged; it will be an inter-governmental agreement
- Radius of the siren is 4 miles

- Lily Lake has their own
- Ongoing maintenance fees were also brought up and discussed
- There may be a need for some fencing

ADJOURN: at 8:02pm

MOTION: Trustee Clark
SECOND: Trustee Markham
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. 2024-02

A Resolution Approving An Amendment to the Contract with SafeBuilt
Illinois, LLC for Building and Zoning Inspection Services

- On October _____, 2023, the Village entered into an agreement with SafeBuilt Illinois, LLC under which SafeBuilt will provide building inspection services within the Village.
- The Village and SafeBuilt have now negotiated an amendment to that agreement under which SafeBuilt will also provide zoning inspection and enforcement services within the Village, a copy of which is on file in the clerk's office.

Now, therefore, be it resolved by the president and board of trustees of the Village of Virgil, Kane County, Illinois that—

1. When a copy of the amendment signed by SafeBuilt is received, the president and clerk are authorized and directed to sign the amendment on behalf of the Village and return a signed copy of the amendment to SafeBuilt.

Adopted by roll call vote on March 14, 2024.

[Signature page follows.]

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

Approved March 14, 2024.

Jamie LeBlanc, President

Attested and filed in my office on March 14, 2024.

Daniela LeBlanc, Village Clerk

VILLAGE OF VIRGIL

RESOLUTION NO. 2024-03

Approving the Expenditure of \$52,100 to Baxter and Woodman for Preliminary Engineering Services in Connection with the Maintenance and Reconstruction of IC Trail

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

1. The Village accepts the proposal of Baxter & Woodman Inc. to provide preliminary engineering services in connection with the inspection, design, maintenance and reconstruction of IC Trail within the Village for an amount not to exceed \$52,100 in accordance with its proposal on file in the clerk's office. The president and clerk are authorized and directed to sign a copy of the proposal on behalf of the village and take such other actions as may be reasonably necessary to carry out the purposes of this resolution. Acceptance of the proposal is subject to the following modifications:

(a) The following language is added to the proposal:

" The Standard Terms and Conditions for contracts with the village of Virgil are incorporated into and made part of this resolution. In the event of a conflict between the proposal and the Standard Terms, the Standard Terms will prevail."

2. The clerk shall send a copy of this resolution to the contractor along with the signed copy of the proposal noting the changes made by this resolution. The contractor's commencement of the work constitutes the contractor's acceptance of the changes made by this resolution.

Adopted by roll call vote on March 14, 2024.

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

Approved March 14, 2024.

Jamie LeBlanc, President

Attested and filed in my office on March 14, 2024.

Daniela LeBlanc, Village Clerk

VILLAGE OF VIRGIL

ORDINANCE NO. 2024-02

AN ORDINANCE AMENDING THE VILLAGE CODE

(Chapter 12—Zoning, Table B—Table of Permitted Uses)

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

March 14, 2024

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

March 14, 2024

ORDINANCE NO. 2024-02
AN ORDINANCE AMENDING VILLAGE CODE
(Chapter 12—Zoning, Table B—Table of Permitted Uses)

BE IT ORDAINED by the President and the Board of Trustees of the Village of VIRGIL, Kane County, Illinois, that the Village Code, as amended, be further amended as follows:

§ 1. Amending Village Code

Footnote 2 of Table B entitled Table of Permitted Uses as set forth in Chapter 12—Zoning, is amended to read as follows:

²One horse for every ~~2~~ **one** unbuild ~~acres~~ **acre**, not to be yarded or stabled upon the septic field or within 100 feet of any residence other than one located upon the property. Building area, septic field and yard requirements ~~shall~~ **are** not ~~be~~ counted in calculating acreage for determining the number of horses allowed.

§ 2. Repealer

Any ordinance or any provision of any ordinance in conflict with the provisions of this ordinance is, to the extent of the conflict, repealed.

§ 3. Effective Date

This ordinance is effective when it is passed, approved and published as provided by law.

Adopted by roll call vote on March 14, 2024:

[Signature page follows.]

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

Approved March 14, 2024.

Jamie LeBlanc, President

Attested, Filed in my office, and published in pamphlet form on March 14, 2024.

Daniela LeBlanc, Village Clerk

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Roger Markham

Robert Neisendorf

Mark Thompson

Debbie Washburn

Zoning Enforcement Officer TBD

Board Meeting – Clerk Report

March 14, 2024

7:00 p.m.

- I received the completed the Liquor Liability application for Sts Peter & Paul. The License was issued and given to them.
- I received declarations coverage pages for our insurance coverage for the 2024-2025 insurance policy and reviewed them for accuracy.
- The light in the office was fixed
- President LeBlanc, Treasurer Ruf and I talked about the internet not working in the office and since we really don't use it (we perform most of our tasks at home), we decided to cancel it and save the \$25/month.

Daniela LeBlanc
Village Clerk

Village of Virgil
5N939 Meredith Road
Maple Park IL 60151

Bills - March 2024

Baxter & Woodman	\$ 1,547.50
Schenk Custom Builders	\$ 180.00
PRE-APPROVED BILLS:	
Sts. Peter & Paul Church	\$ 300.00
AT&T	\$ 44.25
Illinois Department of Revenue 03/24	\$ 65.59
Fox Valley Internet	\$ 24.95
Jason Kralka Consulting Services	\$ 125.00
Bridget Ruf	\$ 575.00
Daniela LeBlanc	\$ 750.00
	\$ 3,612.29

The attached bills were approved by the Board of Trustees on 03/14/24

Attested this 14th day of March, 2024


Village Treasurer


Village Clerk

Presidents Report – March 14th, 2024

Baxter & Woodman – IC Trail & Welter Rd. – I received the cost estimates for ditch regrading & restoration for both IC Trail & Welter Road. I am being told that water on the pavement is the major contributor to the breakdown of certain parts of both roadbeds. We will need external funding to complete the entire project, but I would like to move forward with the initial engineering for IC Trail (est. \$52,100) at this time.

Midwest Warning Systems LLC – Midwest Warning Systems is a very young company. What they were offering was very enticing as it kept aged equipment from being put into a landfill and offered smaller municipalities an option at a much-reduced cost. In various conversations with the operations manager though, we had two different views on used equipment vs refurbished. That and their refusal to warranty the siren, even though we were paying for a refurbished siren made me uneasy to move forward with Midwest Warning Systems. On Friday 2/16 I canceled the order.

Braniff Communications, Inc. – I spoke with Jeff at Braniff Communications (mfg. rep for Federal Signal) and he gave me a quote for a new tornado siren with battery back-up (\$38,506). A generator back-up is about \$3000 less, but we would have to find a 3rd party to service the generator. The siren has a 40-year life expectancy, has a four-mile coverage, can be actuated by NOAA, manually from Village Office, or via a cellular device. They do everything including installation. All inclusive maintenance contract is around \$700 a year with an annual charge of \$1300 service fee for Cloud and cellular hook ups. All surrounding municipalities use Braniff Comm. for their tornado sirens.

As an update to questions from the Committee of the Whole, the treated wood pole is used in 95% of all installations. The composite, concrete, and steel poles offered are only 50ft in length (as opposed to 55 ft). Composite pole would be an upcharge of \$8600, concrete would be \$9600, and a steel pole with a concrete pier would be \$18,800.

To add remote monitoring to the quote would be an upcharge of \$2800 and a \$36 monthly charge.

Most other municipalities take out insurance on their tornado sirens in case of damage.

Kane County Forest Preserve – I had a sit-down meeting with Jennifer Rooks-Lopez (Chief of Planning & Land Management) and Ben Haberthur (Executive Director) on a variety of topics including: inter-governmental agreement to place our new tornado siren on Forest Preserve property, inter-governmental agreement to share costs on a expanded trail head (larger parking lot, picnic shelter, permanent bathrooms), land swap to make more land available to us if we decide to develop, timeline for creating the prairie and wetlands proposed for the Virgil Forest Preserve, and paving the Great Western Trail.

Rt 47 widening and a bypass – The mayors from Lily Lake & Burlington informed me that the state was planning on widening Rt 47 from I-88 to I-90 to four lanes. This would be very problematic for Elburn and somewhat for Lily Lake. They stated that they are suggesting a by-pass that would follow the gas lines about ½ mile to our east. That would be very problematic for Virgil. I reached out to Sen Dave Syverson who looked into the matter. He said that it is still in the very early planning stages (at least 20 years out) and that no real bypass is being discussed at this time. I also reached out to CMAP (Chicago Metropolitan Agency for Planning) and the Kane County Highway Department.

Lily Lake Easter Egg Hunt – Lily Lake is putting on their first annual Easter Egg Hunt Saturday March 30th at 10:30 AM. It will be held at the park next to the Village Hall. Lily Lake would welcome and appreciate everyone's participation to make this a rousing success.

IC Trail Bridge – I had sent our request for funding letter to IDOT and have received an acknowledgement. They are aware of our request and we are in the queue. Currently IDOT is still sharing the cost for critical infrastructure on an 80/20 basis. Next step is to form a selection committee to choose a consultant to undertake the project. Choosing a consultant is required by law when engineering fees total more than \$40,000 and are using federal funds. Once we have our selection committee, we will need to write up our Qualifications Based Selection (QBS) policy to select a consultant to undertake the project (someone like Baxter & Woodman). There are a variety of QBS policies and procedures that we need to adhere to, or be disqualified and we won't get the federal funds. Then lastly, we will need to draft our Request for Quote for the project. The consultant will do most of that.