

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
James Giannini
Cheryl Hackbarth
Roger Markham
Mark Thompson
Debbie Washburn*

Zoning Enforcement: TBD

Board Meeting June 13, 2024 - 7:00 p.m.

CALL TO ORDER:

The meeting was called to order by President LeBlanc at 7:01 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 James Giannini	Sworn In	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 Stroebe; Alex McTavish

APPROVAL OF AGENDA:

President LeBlanc requested that the Board approve the June 2013, 2024, agenda as stated.

MOTION: Trustee Thompson
 SECOND: Trustee Washburn
 AYES: Trustees Clark, Hackbarth, Markham, Thompson, Washburn
 NAYS: None
 ABSENT: Trustee Neisendorf – he resigned eff 6/1/2024
 Motion Carried: 5:0:0

SWEARING IN OF TRUSTEE JAMES GIANNINI:

President LeBlanc requested that the Board approve the appointment of James Giannini as trustee in lieu for the position vacated by Bob Neisendorf (he resigned eff 6/1/24)

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

APPROVAL OF MINUTES:

President LeBlanc requested that the Board approve the May 9, 2024 minutes

MOTION: Trustee Markham
SECOND: Trustee Washburn
AYES: Trustees Clark, Giannini, Hackbarth, Markham, Thompson, Washburn
NAYS: None
ABSENT: None
Motion Carried: 6:0:0

PUBLIC COMMENT:

- NONE

SHERIFF’S REPORT:

- Resident O’Brien tried to obtain info but did not receive it in time for meeting

VILLAGE ENGINEER:

- The Dumdie’s (old milk factory property) are disputing the charges incurred for Baxter & Woodman services

RESOLUTIONS AND ORDINANCES:

- NONE

PRESIDENT’S REPORT:

- SEE ATTACHED
- Trustee Clark asked for updates on IC Tap (formerly Chuck’s): President LeBlanc did not have any but stated he inquired about what type of fence they are installing to determine if a permit is required

ATTORNEY’S REPORT:

- NONE

CLERK’S REPORT:

- See attached including the reading of the Sheriff’s report
- ComEd will also be out trimming trees over the next three months which may include removal of tree stumps, they will spray them with herbicide

TREASURER’S REPORT:

Treasurer Ruf presented the treasurer report and the June 2024 bills for approval, see attached

MOTION: Trustee Clark
SECOND: Trustee Thompson
AYES: Trustees Clark, Giannini, Hackbarth, Markham, Thompson, Washburn
NAYS: None
ABSENT: None
Motion Carried: 6:0:0 By roll call

- Trustee Ruf explained Motor Fuel Funds audit, especially the category “obligated funds”
- She is working with IDOT on discrepancies
- Annual Treasurer Report was presented
- Discussion on the Appropriations was had since we have to pass it at the July meeting
- Treasurer Ruf wants to develop a budget
- Committee of the Whole meeting was set for end of June

ZONING ENFORCEMENT OFFICER:

- Another Citation was issued to the property at 47W504 IC Trail for lack of maintaining the property (fence is falling down, lawn is not being mowed)

PLANNING AND ZONING BOARD:

- Pete Walker’s term was renewed for (4) years
- He gave his oath but it still needs to be signed

COMMITTEE OF THE WHOLE: Meeting set to discuss Appropriations/Budget

COMP. PLAN COMMITTEE: NONE

FINANCE COMMITTEE: NONE

OTHER BUSINESS:

- Resident O’Brien inquired if we used the same company for the tornado siren as Lily Lake and can we get a “deal”
- President LeBlanc confirmed that it is the same company but no deals are available as there aren’t really any other companies providing this service
- There are also (3) levels of sirens and we got the biggest since the cost difference is minimal and it will cover the biggest area
- Resident O’Brien inquired if the placement of our tornado siren is being coordinated with Lily Lake
- President LeBlanc stated no, Lily Lake is placing it at the Village Hall
- Trustee Markham also stated that winds will influence where siren will be heard
- Trustee Markham brought up a couple issues:
 - Gil’s Garage has too many cars again
 - Properties which are not being mowed, what can be done?

- We need to send letters to homeowners
 - Trustee Hackbarth reminded everyone that May is no-mow May
- Treasurer Ruf stated she will send the budget document to everyone and she wants everyone to review it including the instructions so we can be prepared for next month's discussion
- Treasurer Ruf also stated that appropriations need to be passed in July
- President LeBlanc: there is a sinkhole on Prairie Street right by the culvert
- Per Campton Township evaluation: the culvert is failing and they are reluctant to handle it
- President LeBlanc will discuss the culvert/sinkhole with the Virgil Township, especially since it is in the State of Illinois Right of Way
- We need to review what solutions we have available for this
- The property at 7N088 Sauber Road which has all sorts of vehicles parked etc has had no movement on amending the issues we advised them on
- President LeBlanc detailed all of our efforts to help resolve the issues over the last several months
- He also stated that the resident will most likely be cited

PUBLIC COMMENT:

- NONE

ADJOURN: at 7:50pm

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

Respectfully Submitted,

Daniela LeBlanc
 Clerk of the Village of Virgil

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Robert Neisendorf

Mark Thompson

Debbie Washburn

Zoning Enforcement Officer TBD

Board Meeting – Clerk Report

June 13, 2024

7:00 p.m.

- Attorney McTavish sent me the new boundary agreement map with Lily Lake and I have saved it in our files.
- The resident at 7N088 Sauber Rd left a voicemail that he got the date wrong on when he needed to have all things addressed and asked for someone to contact him. President LeBlanc will handle this going forward.
- We received a package from our insurance carrier regarding the 1/1/25 Insurance Renewal. I will prepare the requested information and forward it to them.
- I put a test permit application through the Safebuilt Link and forwarded my feedback to President LeBlanc
- We processed the resignation of Trustee Bob Neisendorf and thank him for his many years of service to this community.
- James Giannini has agreed to serve the rest of Bob's term. Welcome James!
- There was further communication with the Dumdie's regarding a hearing which was continued.

Daniela LeBlanc
Village Clerk

Presidents Report – June 13th, 2024

- **6N221 Meredith Rd** – we had a hearing with the Dumdie’s in regards to them trying to sell the property. They need to have a contractor install the retention basin and reimburse the Village \$6723.75 for Baxter & Woodman’s time spent since August of last year. Once those two tasks are complete, we will issue them the Storm Water Permit and close this project out.
- **SAFEBuilt** - Met with Kati & Alan from SafeBuilt on the next steps needed to take the project live.
- **Virgil Township** – met with Virgil Township Supervisor and Highway Commissioner about how we can work together better and what they might be able to offer in support to the Village of Virgil
- **Kane County Emergency Management** – I attended and participated in the last quarterly Kane County Emergency Management meeting and became “certified” for the Village.
- **07N088 Sauber Rd** – Alex and I cited the homeowner for not cleaning up all the various cars, trucks, commercial vehicles, and building materials littering the property. There is a hearing scheduled for July 9th to address.
- **6N125 Meredith Rd.** - Met with Paul of Baxter & Woodman in regards to Phase 2 of the building project – specifically the retention basin. Making sure all aspects of the current permit were being followed accordingly, or if an additional permit is required.
- **Vigil View** - Worked with Campton Township Highway Department to do an emergency repair to the cement culvert on the corner of Rt 64 & Prairie St. The culvert is slowly decaying and will need to be replaced sooner than later sooner than later. This is possibly true for all three culverts (Sunset, Meadows, Prairie). I will work with a few different contractors to get some quotes and see.
- **Bob Neisendorf** – Bob recently resigned his position due to personal matters. I had been talking to James and he graciously accepted my request for him to fill Bobs remaining time.

Village of Virgil
5N939 Meredith Road
Maple Park IL 60151

Bills - June 2024

Alex McTavish 5/24	\$ 1,472.50
Alex McTavish 6/24	\$ 961.00
Campton Township	\$ 460.00
USPS - Stamps - Debit Card	\$ 68.00
Pre-Approved Bills:	
Sts. Peter & Paul Church	\$ 300.00
AT&T - Approx	\$ 44.13
Illinois Department of Revenue 06/24	\$ 65.59
Jason Kralka Consulting Services	\$ 125.00
Bridget Ruf	\$ 575.00
Daniela LeBlanc	\$ 750.00
	\$ 4,821.22

The attached bills were approved by the Board of Trustees on 06/13/24.

Attested this 13th day of June, 2024


Village Treasurer


Village Clerk