



BOARD MEETING MINUTES
September 11, 2025 AT 7PM

5N939 Meredith Road, Suite 2 Virgil, IL 60151
Email: clerk@villageofvirgil.net
WEBSITE: villageofvirgil.net

PRESIDENT: Jamie LeBlanc
CLERK: Loren Esposito
TREASURER: Bridget Ruf
TRUSTEES:
Lisa Clark
James Giannini
Cheryl Hackbarth
Roger Markham
Mark Thompson
Debbie Washburn

ZONING ENFORCEMENT: TBD

1. CALL MEETING TO ORDER: at 7pm
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL

President Jamie LeBlanc	Present
Clerk Loren Esposito	Present
Treasurer Bridget Ruf	Present
Trustee Lisa Clark	Present
Trustee James Giannini	Present
Trustee Cheryl Hackbarth	Present
Trustee Roger Markham	Absent
Trustee Mark Thompson	Present
Trustee Debbie Washburn	Present
Village Attorney Alex McTavish	Present

4. ADOPT AGENDA for **September 11, 2025**

MOTION	Trustee Thompson
SECOND	Trustee Hackbarth
AYES	Trustees; Giannini, Clark, Washburn, Hackbarth and Thompson
NAYS	None
ABSENT	Trustee Markham
MOTION CARRIED	5:0:1



5. APPROVE MINUTES OF MEETING HELD; **August 14th, 2025**

MOTION	Trustee Giannini
SECOND	Trustee Hackbarth
AYES	Trustees; Giannini, Clark, Washburn, Hackbarth and Thompson
NAYS	None
ABSENT	Trustee Markham
MOTION CARRIED	5:0:1

6. PUBLIC COMMENT (Limited to 5 minutes)

None

7. SHERIFFS REPORT

None

8. VILLAGE ENGINEER; see presidents report

9. RESOLUTIONS AND ORDINANCES

10. **Ordinance No. 2025-04; An Ordinance Amending the Village code Chapter 8 -Public Safety, Subchapter 6 – Licensing and Regulation of Mobile Food Vendors; President LeBlanc requested to table this Ordinance until October, wanted to do more research and speak with other Mayors topic**

Motion to Table Ordinance No. 2025-04 till October

MOTION	Trustee Clark
SECOND	Trustee Giannini
AYES	Trustees; Giannini, Clark, Washburn, Hackbarth and Thompson
NAYS	None
ABSENT	Trustee Markham
MOTION CARRIED	5:0:1



President LeBlanc did bring up the quote received from Peerless Fence on fencing in the area where the Tornado Siren will go. Cost is \$9,420.00. Requested a motion and roll call to approve the quote so he can move forward.

Motion	No motion
SECOND	No motion
AYES	Trustees; Giannini, Clark, Washburn, Hackbarth and Thompson
NAYS	None
ABSENT	Trustee Markham
MOTION CARRIED	5:0:1

Trustee Hackbarth asked if we will be doing a ribbon cutting, President LeBlanc said there will be

Trustee Thompson stated there would be a delay in setting the concrete due to weather

President LeBlanc mentioned there will be permits that he will get through Kane County, fee could be \$450 to \$500.

11. REPORTS OF VILLAGE OFFICIALS

- PRESIDENT
SEE ATTACHED
- VILLAGE ATTORNEY
None
- VILLAGE CLERK
None
- VILLAGE TREASURER
SEE ATTACHED

1. Approval of bills & treasurers report

Treasurer mentioned she will be moving \$9,280.17 to General Fund – closing savings

She also mentioned the MotorFuel Vs. Rebuild IL = IDOT, its all combined into one pot

Report wont change since its internal, IDOT calls it Rebuild IL

12. REPORTS OF BOARDS, COMMISSIONS, AND COMMITTEES

A. SPECIAL COMMITTEES, BOARDS, AND COMMISSIONS

1. PLANNING AND ZONING BOARD – Nothing
2. ZONING ENFORCEMENT OFFICER -Nothing



B. STANDING COMMITTEES

1. COMPREHENSIVE LAND USE PLAN REVIEW COMMITTEE

13. OTHER BUSINESS

A. INC Mental Health Update

None

Trustee Hackbarth mentioned the race cars down the street. President LeBlance will look into it. Trustee Hackbarth is concerned there are too many

14. PUBLIC COMMENT (Limited to 5 minutes)

George Barrick asked if Tornado Siren has a battery back up or generator? President LeBlanc stated it is battery backup. Does not use up a lot of power. President LeBlanc also mentioned eventually the siren will hook into the NOAA system, then it will be automatic. In the meantime, he will have an app on his phone to set it off. First Tuesday of every month the siren will be tested.

15. ADJOURNMENT was at 7:38pm

Motion to adjourn

MOTION	Trustee Clark
SECOND	Trustee Hackbarth
AYES	Trustees; Giannini, Clark, Washburn, Hackbarth and Thompson
NAYS	None
ABSENT	Trustee Markham
MOTION CARRIED	5:0:1



REGULAR MONTHLY MEETINGS

VILLAGE BOARD MEETINGS	2 ND THURSDAY OF EACH MONTH AT 7PM
COMMITTEE OF THE WHOLE	4 TH THURSDAY OF EACH MONTH AT 7PM. SCHEDULED AS NEEDED IF THERE IS AN AGENDA
PLANNING AND ZONING BOARD	1 ST TUESDAY OF THE MONTH AT 7PM. SCHEDULED AS NEEDED IF THERE IS AN AGENDA
COMPREHENSIVE LAND USE PLAN COMMITTEE	3 RD TUESDAY OF THE MONTH AT 7PM. SCHEDULED AS NEEDED IF THERE IS AN AGENDA

SCHEDULED VILLAGE BOARD MEETINGS FOR 2025

JANUARY 09	FEBRUARY 13	MARCH 13
APRIL 10	MAY 08	JUNE 12
JULY 10	AUGUST 14	SEPTEMBER 11
OCTOBER 09	NOVEMBER 13	DECEMBER 11

Presidents Report – Sept 11th, 2025

- **ComEd & Tornado Siren** – Since last month, ComEd has installed the pole on IC Trail and our electrical contractor has bored and installed a heavy-duty cable from the site, under IC Trail, and to the pole. He also installed a cement pole at the site and mounted the correct meter on the pole.

I am currently waiting to hear back from ComEd when their crew will be back out to hook up the heavy-duty cable to the pole/transformer.

Braniff Communications has been made aware and are waiting for ComEd to finish their part.

- **64 Corral (Chuck's)** – The owners engineer submitted their third submission to Baxter & Woodman on Monday, August 25th. Baxter & Woodman responded on Friday, September 5th. Thankfully, both parties are now talking to one another and the missing items noted by Baxter & Woodman have been addressed and resubmitted on Tuesday, September 9th. If all is good, Baxter & Woodman should be issuing a letter of approval soon.
- **Gil's Garage** – Denny's son has made some upgrades to the property and it is probably looking the best it has looked in decades. Lets hope he continues to keep the property clean and organized.
- **Citation – 7N088 Sauber Rd.** – I am meeting with the property owner Sunday to walk through the property and see if he has met our expectations and the fines can be waived thus far.
- **IC Trail & Welter Rd** – Virgil Township has made their initial pot hole repairs to both roads. Certain road edge sections still need to be repaired and will be done before the weather turns for the worse.

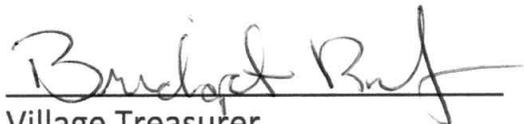
Village of Virgil
5N939 Meredith Road
Maple Park IL 60151

Bills - September 2025

Alex McTavish	\$1,550.00
AT&T	\$135.14
John Peterson Electric - Tornado Siren Project Estimate. This will be paid from American Reserve Funds.	\$9,280.77
John Peterson Electric - Tornado Siren Project Estimate. This will be paid from General Funds	\$15,669.23
Illinois Department of Revenue 09/25	\$65.69
Jason Kralka Consulting Services	\$125.00
Payroll - Bridget Ruf	\$575.00
Payroll - Loren Esposito	\$750.00
Sts. Peter & Paul Church	\$300.00
	\$28,450.83

The attached bills were approved by the Board of Trustees on 09/11/2025.

Attested this 11th day of September, 2025


Village Treasurer


Village Clerk

**Village of Virgil September 2025 Meeting
Bank Balance Ending 08/31/2025**

	Beginning Balance	Expenses	Transfer Out	Transfer In	Income	Balance	
Savings 6513 3.04 APY	\$667,932.13	\$0.00	\$11,930.34	\$0.00	\$7,735.42	\$663,737.21	
Checking 6539	\$740.59	\$12,295.80	\$0.00	\$21,198.68	\$0.00	\$9,643.47	
	\$667,932.13					\$673,380.68	Total
						\$240.00	Outstanding
Transfer Out Savings 6513 To Checking 6539:			\$2,662.00			\$673,140.68	Total Available
Transfer Out Savings 6513 To Checking 6539:			\$9,268.34				
			\$11,930.34				
Income Savings 6513:							
Sales Tax			\$910.87				
Income Tax			\$3,017.44				
State Use Tax			\$285.21				
Mun Telecommunications Tax			\$40.43				
Cannabis Tax			\$34.23				
Real Estate Revenue			\$1,699.08				
Interest			\$1,748.16				
			\$7,735.42				
Expenses Checking 6539:							
IL Dept of Rev - ACH			\$65.59		Loren Esposito - 6114		\$580.49
AT&T - Debit Card			\$125.08		Sts Peter & Paul Church - 6115		\$300.00
ComEd			\$9,268.34		Baxter & Woodman - 7000032		\$63.00
James Giannini - 6104			\$135.00		Baxter & Woodman - 7000033		\$1,047.00
Debbie Washburn - 6106			\$105.00		Jason Kralka Consulting - 7000034		\$125.00
Bridget Ruf - 6113			\$481.30				
						Total	\$12,295.80
Transfer Out Savings 6513 To Checking 6539:			\$2,662.00				
Transfer Out Savings 6513 To Checking 6539:			\$9,268.34				
Transfer Out Savings 0370 To Checking 6539:			\$9,268.34				
			\$21,198.68				
Outstanding:							
	\$0.00						

**Village of Virgil September 2025 Meeting
Bank Balance Ending 08/31/2025**

	Beginning Balance	Expenses	Transfer Out	Transfer In	Income	Balance	
American Rescue Plan 0370	\$18,548.27	\$0.00	\$9,268.34	\$0.00	\$0.84	\$9,280.77	Total
0.02% APY						\$0.00	Outstanding
						\$9,280.77	
Transfer Out Savings 0370 To Checking 6539:		\$9,268.34	Transfer to checking for payment of ComEd/Tornado Siren.				
Interest		\$0.84					
	Beginning Balance	Expenses	Transfer Out	Transfer In	Income	Balance	
CD - 0080	\$62,755.13	\$0.00	\$0.00	\$0.00	\$0.00	\$62,755.13	Total
6 Months 3.75% APY						\$0.00	Outstanding
Maturity Date 12/14/25	Interest	\$0.00				\$62,755.13	Total Available
	Beginning Balance	Expenses	Transfer Out	Transfer In	Income	Balance	
Special Services - 5120	\$1,009.87	\$0.00	\$0.00	\$0.00	\$0.05	\$1,009.92	Total
Dale Schramer						\$0.00	Outstanding
0.02% APY	Interest	\$0.05				\$1,009.92	Total Available
	Beginning Balance	Expenses	Transfer Out	Transfer In	Income	Balance	
Motor Fuel Checking 6157	\$1,614.91	\$5.00	\$0.00	\$0.00	\$0.00	\$1,609.91	
Motor Fuel Savings 2410	\$117,176.98	\$0.00	\$0.00	\$0.00	\$1,419.11	\$118,596.09	
3.04 APY						\$120,206.00	Total
						\$0.00	Outstanding
Expense Checking	Bank Fee/Dormant Account		\$5.00				
Income Savings 2410:	Motor Fuel		\$558.90			\$120,206.00	Total Available
	Motor Fuel		\$549.70				
	Interest		\$310.51				
			\$1,419.11				

**Village of Virgil September 2025 Meeting
Bank Balance Ending 08/31/2025**

Real Estate Distribution Summary:							
	Total amount of taxes due:		Corporate		\$33,026.29		
Distribution Schedule 081:			Revenue Recapture		\$61.09		
			Virgil TWP Road Dist		\$15,093.47		
					\$48,180.85		
	Total amount of taxes received:		\$1,201.54	5/21/2025			
			\$21,169.21	6/18/2025			
			\$4,813.85	7/16/2025			
			\$1,699.08	8/13/2025		40.05%	Short
				9/10/2025		\$28,883.68	Amt Distrib.
				10/8/2025		\$0.00	Interest
				10/22/2025		\$28,883.68	Overall Amt Dist.
		Balance	\$19,297.17	Due			

PUBLIC SIGN IN SHEET

TIME: 7PM

PLEASE PRINT IN BOTH COLUMNS

NAME	REPRESENTING
George R. Barry	
N. Felt	