



BOARD MEETING MINUTES
JUNE 12, 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 7:00pm
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

All those answering “present” were physically present at the meeting unless noted above. Phone call means the trustee attended virtually via conference call.

4. ADOPT THE AGENDA
 - President LeBlanc requested that the Board approve the **June 12th** agenda as stated

MOTION	Trustee Giannini
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; **May 8, 2025**

- President LeBlanc request that the Board approve the May 8, 2025 minutes

MOTION	Trustee Hackbarth
SECOND	Trustee Giannini
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)

- Cheryl O’Brian wanted to know any update on Corral 64. President LeBlanc asked her to wait as he will provide an update

7. SHERIFFS REPORT

- None

8. VILLAGE ENGINEER

- None

9. RESOLUTIONS AND ORDINANCES

- President LeBlanc requested that the Board approve the Resolutions and Ordinances listed below:

A. Resolution No 2025-03; Adopting A Return-to-Work Policy

B. Resolution No 2025-04; Intergovernmental agreement with the Virgil Township Highway Department Road Repair and Maintenance Services

C. Resolution No 2025-05; Maintenance under the Illinois Highway Code

President LeBlanc informed the Board that is was possible this Resolution may change because they were informed general maintenance and potholes may not be covered per the engineer. The treasurer reached out to the engineer for confirmation and had not heard back. The treasurer was first verbally informed that general maintenance and potholes would be covered but then she could not get that confirmation in writing. However the money needs to be allocated by July 1, 2025 or returned.

D. Ordinance No. 2025-04; Ordinance Authorizing the Execution of an Extension of the Jurisdictional Boundary Agreement between the Village of Virgil and the Village of Maple Park.

See attached roll call sheets taken for each of the Resolutions and Ordinance above



10. REPORTS OF VILLAGE OFFICIALS

- **PRESIDENT**

SEE ATTACHED

President mentioned that it was asked about the stormwater and if plans were going to come back to us to approve. President Leblanc asked Chucks (Dan White) to reach out to Kane County. President LeBlanc wants to make sure everyone is on the same page; cant have water on the parking lot or in the farm fields. In the past Chucks has put in drainage tile that went over to Peplow (orange cylinder) and goes to the Virgil Ditch. They are 3 to 6” tiles. However everything needs to go through Kane County.

Treasurer Ruf stated she is keeping track of all expenses owed to the Village by 64 Corral.

- **VILLAGE ATTORNEY**

NONE

- **VILLAGE CLERK**

SEE ATTACHED

- **VILLAGE TREASURER**

SEE ATTACHED

- President LeBlanc requested that the Board approve the bills as provided by the Treasurer

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

Treasurer covered the annual report May 1, 2024 to April 30, 2025 and the Appropriation Request for 2025 to 2026.

Trustee Giannini asked if the salary increase affects the budget requested.

Trustee Thompson mentioned that the actual expenses were close to the 25,000 budgeted amount.

Treasurer informed everyone that the State does give the municipality a little leeway in allocations.

Treasurer will need the numbers so she can give them to the Village Attorney to prepare for voting on at July 10ths Board meeting.

President LeBlanc asked Attorney McTavish what real estate would fall under. Attorney McTavish advised “Capital”. President LeBlanc would like to add it, Treasurer will look at last year and will add. President LeBlanc would like the Village to own property for future growth; possibly a village hall/municipal building.



11. REPORTS OF BOARDS, COMMISSIONS, AND COMMITTEES

- SPECIAL COMMITTEES, BOARDS, AND COMMISSIONS

1. PLANNING AND ZONING BOARD

None

2. ZONING ENFORCEMENT OFFICER

None; until Trustee Markham returns to appoint someone

- STANDING COMMITTEES

1. COMPREHENSIVE LAND USE PLAN REVIEW COMMITTEE

CHAIRMAN: JAMIE LEBLANC

12. OTHER BUSINESS

- Trustee Hackbarth suggested we have a Village Flag and to have a design the flag contest.

13. PUBLIC COMMENT (Limited to 5 minutes)

- Cheryl Obrien asked if the Trustees receive the Resolutions and Ordinances in advance and if they are informed prior so they can make an educated decision. President Leblanc and Trustee Thompson responded they are informed as much as possible in advance.

She also asked about the ComEd power lines what the cost difference was going underground versus going up the pole. President Leblanc responded about \$4,000 difference approximately. ComEd's portion was about \$8,000 to \$10,000 to drop another pole.

She also asked how much we would be over budget on amount used for Covid. President Leblanc responded we should be about \$1,000 over or under. The treasurer allocated the full amount that was available. It came out of the general fund and was ok with it, because it was used for the tornado siren.

President mentioned the IC Trail bridge is moving slowly. Baxter/Woodman did the inspection and filed the paperwork with the State of Illinois. We must pass a resolution to put it up for bid to engineer the project if we want federal dollars. Inspections are every 2 years.

Treasurer stated the Township gets their bridges inspected every year and they have to pay a fee for the inspection. The Treasurer didn't know that Baxter/Woodman sends the data to the state for the village

ADJOURNMENT at 7:55pm

- President LeBlanc requested that the Board make a motion to adjourn the meeting at 7:55pm

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