

# Village of Virgil

5N939 Meredith Road

Virgil, IL 60151

Phone: (630)365-6677 Fax: (630) 365-6489

Email: [clerk@villageofvirgil.net](mailto:clerk@villageofvirgil.net)

Website: [villageofvirgil.net](http://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*

## BOARD MEETING – MINUTES

May 8, 2025 7:00PM

### **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	Absent
Trustee James Giannini	Present
Trustee Mark Thompson	Present
Trustee Debbie Washburn	Present
Treasurer Bridget Ruf	Present
Clerk Loren Esposito	Present
Village Attorney	Absent
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.

### **APPROVAL OF AGENDA:**

- President LeBlanc requested that the Board approve the May 8th, 2025, agenda as stated.

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

**APPROVAL OF MINUTES:**

- President LeBlanc requested that the Board approve the April 10, 2025 minutes

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

Trustee Washburn requested the minutes be on double sided paper.

**PUBLIC COMMENT:**

- None

**SHERIFF’S REPORT:**

- No report.

**VILLAGE ENGINEER:**

- President LeBlanc stated Corral 64 is still in the works

**RESOLUTIONS AND ORDINANCES:**

- None

**The board voted to reappoint Todd Williams to the Planning and Zoning Board. Length of service would be 4 years**

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

**PRESIDENT’S REPORT:**

- See attached

**ATTORNEY’S REPORT:**

- NONE

**CLERK’S REPORT:**

- See attached

**TREASURER’S REPORT:**

- Treasurer Ruf presented the treasurer report and the May 2025 bills for approval, see attached. Treasurer Ruf also explained the Rebuild Fund Money needs to be used by July 1<sup>st</sup>. Trustee Washburn asked how much money was received? The appropriation approval is in July. Treasurer Ruf also mentioned the electrical line is down and live on the corner of Merideth and Beith road. The county stated its on their doc it to get fixed. She updated the

board on the Garbage date change from Thursday to Wednesday. Postcards will be sent out following week. Hangers will be on cans. [Wednesday June 4 garbage needs to be out.](#)

- 

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

**ZONING ENFORCEMENT OFFICER:**

- NONE

**PLANNING AND ZONING BOARD:**

- None

**COMMITTEE OF THE WHOLE:**

- None

**COMP. PLAN COMMITTEE:**

- President LeBlanc mentioned that Trustee Markham needs to meet with his team and vote on accepting the Comprehensive Land Use Plan. He also needs to create the subcommittee

**OTHER BUSINESS:**

- Trustee Hackbarth presented the “Conley Outreach” 14<sup>th</sup> annual Good Grief Day Camp. Will be held from 9am to Noon at Farm Friends/McCannon Farm 45w134 Raymond Road in rural Big Rock just west of Sugar Grove from June 23 to June 27<sup>th</sup>. President LeBlanc mentioned we can post the forms on our website

**PUBLIC COMMENT:**

- None

**ADJOURN:** at 7:35pm

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

Respectfully Submitted,

Loren Esposito  
Clerk of the Village of Virgil

VILLAGE OF VIRGIL  
BOARD MEETING ROLL CALL SHEET

**DATE: MAY 8, 2025**

TIME: 7PM

TITLE	NAME	PRESENT	ABSENT
President	Jamie LeBlanc	X	
Board Trustee	Lisa Clark	X	
Board Trustee	James Giannini	X	
Board Trustee	Cheryl Hackbarth	X	
Board Trustee	Roger Markham		X
Board Trustee	Mark Thompson	X	
Board Trustee	Debbie Washburn	X	
Clerk	Loren Esposito	X	
Treasurer	Bridget Ruf	X	
Attorney	Alex McTavish		X

# Presidents Report – May 8<sup>th</sup>, 2025

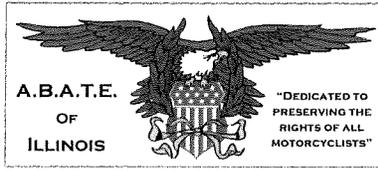
- **ComEd & Tornado Siren** – ComEd refused our Commercial & Industrial Load Application a second time because “unfortunately more information is needed to process your request. TAX ID is not registered with ComEd system”. I spent 45 minutes on the phone with them and now we have an account number, request number, and a project engineer assigned to us. Finally, some progress.
- **Motorcycle Awareness Month** – I will be making a proclamation that the Village of Virgil supports motorcycle safety and awareness throughout our village.
- **Citations**
  - **07N088 Sauber Rd** – there was a hearing on April 16<sup>th</sup> and the owner was given until May 16<sup>th</sup> to clean up the property, or fines would start to accrue. I discussed this with the owner last Monday (April 28<sup>th</sup>) and he is asking four (4) additional months to complete the task. In discussing with Alex, we decided the fines will go into effect on May 16<sup>th</sup> as planned, but at the end of summer (Sept 1<sup>st</sup>) if the owner does indeed have the property cleaned up as requested, the Village will forgo collection of the fines imposed.
- **64 Corral (Chuck’s)** – Dan Whites Storm Water Application was submitted to Baxter & Woodman on April 23<sup>rd</sup> for review. The Engineer and I had a brief phone discussion Tuesday (5/6) to discuss the output of that review. The engineer is reaching out to Kane County for clarification on a few points and the applicants engineer missed a few items on the application that need to be submitted to the Village/Baxter & Woodman. Our engineer is putting together a list of what was missed.
- **Maple Park & Elburn Boundary Agreements** – I have reached out to both municipalities looking for updates. Maple Park: our proposal is scheduled to be reviewed at their COW on May 20<sup>th</sup>. I will follow up with them for next months meeting. For Elburn, I stated that we agreed with their proposed changes (to include Acquaviva and Kaneland High School) and asked that they draw up an official map as well as a resolution to sign and send it to me. I have not heard back thus far.
- **CMAP Pavement Management Plan** – Kane County Highway Dept. reached out to me and offered the following:

CMAP (Chicago Metropolitan Agency for Planning) is offering a pavement management plan to local municipalities that will gather both historic and existing surface pavement conditions as well as current budgeting and work assignment practices for the purpose of forming a multi-year plan of implementation that takes into account various funding scenarios and most importantly effective preservation practices, treatments, and rehabilitation actions for local municipal street network surface pavements.

You will also get free access to the pavement condition software app that CMAP uses, called PAVER.

The total cost to Virgil would be **\$2,000** and you would be directly billed from CMAP.

For Village of Virgil, the local jurisdiction streets are a total of 1.76 center-line miles. There isn’t much eligible mileage in your community but I thought I should ask anyway.



**THE VILLAGE OF VIRGIL, ILLINOIS  
PROCLAMATION BY THE MAYOR**

**WHEREAS**, safety is the highest priority for the highways and streets of our Village and State; and

**WHEREAS**, the great State of Illinois is proud to be a national leader in motorcycle safety, education and awareness; and

**WHEREAS**, motorcycles are a primary, common, and economical means of transportation that reduces fuel consumption and road wear, and contributes in a significant way to the relief of traffic and parking congestion; and

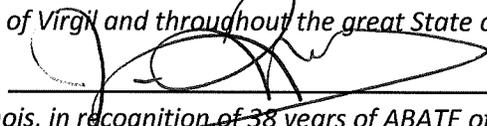
**WHEREAS**, it is especially meaningful that the citizens of our Village and state be aware of motorcycles on the roadways and recognize the importance of motorcycle safety; and

**WHEREAS**, the members of ABATE of Illinois, Inc. (A Brotherhood Aimed Toward Education), continually promote motorcycle safety, education, and awareness in high school drivers' education programs and to the general public in our Village and State, presenting motorcycle awareness programs to over 120,000 participants in Illinois over the past nine years; and

**WHEREAS**, all motorcyclists should join ABATE of Illinois, Inc. in actively promoting the safe operation of motorcycles as well as promoting motorcycle safety, education, awareness and respect of the citizens of our Village and State; and

**WHEREAS**, the motorcyclists of Illinois have contributed extensive volunteerism and money to national and community charitable organizations; and

**WHEREAS**, during the month of May, all roadway users should unite in the safe sharing of roadways within the Village of Virgil and throughout the great State of Illinois;

**THEREFORE**, I  Mayor of the Village of Virgil, in the great state of Illinois, in recognition of 38 years of ABATE of Illinois, Inc., and over 352,318 registered motorcyclists statewide, and in recognition of the continued role Illinois serves as a leader in motorcycle safety, education and awareness,

**DO HEREBY PROCLAIM THE MONTH OF MAY, THIS YEAR 2025 AS**

**MOTORCYCLE AWARENESS MONTH**

In the Village of Virgil, and urge all motorists to join in an effort to improve safety and awareness on our roadways.

IN WITNESS THEREOF, I have hereunto set my hand and caused the Great Seal of the Village of Virgil, to be affixed on this the 8<sup>th</sup> day of May, in the year Two Thousand Twenty-Five. (SEAL)



## **Village of Virgil**

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Virgil, IL 60151  
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*Roger Markham*

*Mark Thompson*

*Debbie Washburn*

*Zoning Enforcement Officer TBD*

## **Board Meeting – Clerk Report**

### **May 8, 2025**

### **7:00 p.m.**

- Kany county Statement of Economic Interest 2025 have all been completed
- In a few weeks I will be sending out the Sexual Harassment training via email. Please review it as we will go over it at our June meeting.

Loren Esposito  
Village Clerk

Village of Virgil  
5N939 Meredith Road  
Maple Park IL 60151

**Bills - May 2025**

AT&T - Estimate	\$130.00
Amazon - Debit Card	\$92.77
Balsis Awards & Engraving	\$159.00
Baxter & Woodman	\$252.00
CAN Surety	\$100.00
Illinois Department of Revenue 05/25	\$65.69
Jason Kralka Consulting Services	\$125.00
Metro West Council Of Government	\$500.00
Payroll - Bridget Ruf	\$575.00
Payroll - Loren Esposito	\$750.00
Sts. Peter & Paul Church	\$300.00
	<b>\$3,049.46</b>

The attached bills were approved by the Board of Trustees on 05/08/2025.

Attested this 8th day of May, 2025

  
Village Treasurer

  
Village Clerk

**Village of Virgil May 2025 Meeting  
Bank Balance Ending 04/30/2025**

	Beginning Balance	Expenses	Transfer Out	Transfer In	Income	Balance	
<b>Savings 6513</b> 3.04 APY	\$615,741.64	\$0.00	\$8,891.90	\$0.00	\$7,835.78	\$614,685.52	
<b>Checking 6539</b>	\$1,960.36	\$7,410.99	\$0.00	\$6,025.00	\$0.00	\$574.37	
	\$615,741.64					\$614,685.52	Total
						\$162.77	Outstanding
Transfer Out Savings 6513 To Checking 6539:			\$6,025.00			<b>\$614,522.75</b>	<b>Total Available</b>
Transfer Out Savings 6513 To Motor Fuel Savings 2410:			\$2,866.90				
			\$8,891.90				
Income Savings 6513:	Sales Tax		\$628.34				
	Income Tax		\$5,068.93				
	State Use Tax		\$143.31				
	Mun Telecommunications Tax		\$41.53				
	Cannabis Tax		\$36.03				
	Dan White 64 Coral - Permit		\$400.00				
	Interest		\$1,517.64				
			\$7,835.78				
Expenses Checking 6539:	IL Dept of Rev - ACH		\$65.59		Jamie LeBlanc - 6084		\$1,141.48
	AT&T - Debit Card		\$124.82		Cheryl Hackbarth - 6085		\$70.00
	Debbie Washburn - 6051		\$105.00		Lisa Clark - 6088		\$105.00
	Schenk Custom Builders - 6073		\$710.00		James Giannini - 6089		\$105.00
	Schenk Custom Builders - 6074		\$710.00		Roger Markham - 6090		\$105.00
	Schenk Custom Builders - 6080		\$275.00		Debbie Washburn - 6091		\$105.00
	Alex McTavish - 6081		\$1,105.95		Bridget Ruf - 6092		\$481.30
	Jason Kralka Consulting- 8082		\$125.00		Loren Esposito - 6093		\$580.49
	Sts Peter & Paul Church - 6083		\$300.00		IRS - 6094		\$1,196.36
						Total	\$7,410.99
Transfer In Checking 6539 From Savings 6513:			\$6,025.00				
Outstanding:	Mark Thompson - 6086		\$70.00				
	Amazon - Debit Card		\$92.77				
			\$162.77				

**Village of Virgil May 2025 Meeting  
Bank Balance Ending 04/30/2025**

	Beginning Balance	Expenses	Transfer Out	Transfer In	Income	Balance	
<b>American Rescue Plan 0370</b>	\$18,547.34	\$0.00	\$0.00	\$0.00	\$0.00	\$18,547.34	Total
0.02% APY						\$0.00	Outstanding
						<b>\$18,547.34</b>	<b>Total Available</b>
Interest		\$0.00					
	Beginning Balance	Expenses	Transfer Out	Transfer In	Income	Balance	
<b>CD - 1408</b>	\$0.00	\$0.00	\$0.00	\$61,540.17	\$0.00	\$61,540.17	Total
6 Months 3.94%						\$0.00	Outstanding
Maturity Date 06/14/25						<b>\$61,540.17</b>	<b>Total Available</b>
Interest		\$0.00					
	Beginning Balance	Expenses	Transfer Out	Transfer In	Income	Balance	
<b>Special Services - 5120</b>	\$1,009.82	\$0.00	\$0.00	\$0.00	\$0.00	\$1,009.82	Total
<b>Dale Schramer</b>						\$0.00	Outstanding
0.02% APY						<b>\$1,009.82</b>	<b>Total Available</b>
Interest		\$0.00					
	Beginning Balance	Expenses	Transfer Out	Transfer In	Income	Balance	
<b>Motor Fuel Checking 6157</b>	\$1,614.91	\$0.00	\$0.00	\$0.00	\$0.00	\$1,614.91	
<b>Motor Fuel Savings 2410</b>	\$109,723.79	\$0.00	\$0.00	\$2,866.90	\$1,009.05	\$113,599.74	
0.20% APY						\$115,214.65	Total
						\$0.00	Outstanding
Transfer In Motor Fuel Savings 2410 From Savings 6513:			\$2,866.90			<b>\$115,214.65</b>	<b>Total Available</b>
Funds were transferred from General Savings to MFT Savings due to an audit of IDOT Section 03-00000-00GM.							
Income Savings 2410:	Motor Fuel		\$495.83				
	Motor Fuel		\$495.01				
	Interest		\$18.21				
			<b>\$1,009.05</b>				





Dear Parents,

Conley Outreach Community Services is excited to announce its 14th annual Good Grief Day Camp. This year's camp, *Your Unique Grief Journey*, will be held June 23-27th from 9am-Noon at Farm Friends/McCannon Farm, 45w134 Raymond Road, in rural Big Rock, just west of Sugar Grove.

This program is a one-week, non-residential camp designed specifically for children ages 6-12 who have lost a parent or sibling to death. The camp employs the healing elements of music, theater, art and nature to help children on their unique grief journey. In addition, spending time with other children who have experienced a similar loss helps them understand that they are not alone in their grief.

At Good Grief Day Camp, our goal is to help children begin the healing process by meeting them wherever they are in their feelings, offering understanding, and helping them express their grief experience and feelings.

Enclosed is a camp application and sample schedule. In order to provide the best experience possible, registration is limited to 20 children and only to those who have lost a parent or sibling to death. The application deadline is May 30, 2025. The cost of the camp is \$50 per camper, with a \$100 limit per family. Scholarships are available to offset the cost of the camp. Please mark the scholarship box on the application if your child will need financial assistance to attend.

If you have any questions about the camp or the registration form, please feel free to contact me.

With warmest regards,

*Jennifer L. Long*

Jennifer L. Long

Executive Director

Conley Outreach Community Services

630/365-2880

[COCSdirector@gmail.com](mailto:COCSdirector@gmail.com)



**Conley Outreach Community Services**  
**Good Grief Day Camp Application 2025**  
*Your Unique Grief Journey*  
**June 23rd-27<sup>th</sup> 9am-Noon**

**Camper Information**

Camper's Name: \_\_\_\_\_ Age \_\_\_\_\_ Grade in Fall \_\_\_\_\_

Camper's Address: \_\_\_\_\_  
City State Zip

Home Phone: \_\_\_\_\_ School Name: \_\_\_\_\_

Allergies/Special Needs: \_\_\_\_\_

T-Shirt Size (Example: Adult or Child Sm, Med, Lrg, XL) \_\_\_\_\_

**Parent or Legal Guardian**

**Emergency contact information**

Circle Preferred Method of Contact: home phone - work phone - cell phone - email

Parent or Legal Guardian Name : \_\_\_\_\_ Relationship to Camper: \_\_\_\_\_

Address if different from camper : \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Other emergency contact: \_\_\_\_\_ Relationship to Child: \_\_\_\_\_

Emergency Contact Day-time Phone: \_\_\_\_\_

**Emergency treatment permission**

In the event that I/my other contact cannot be reached in an emergency, I give the staff at the Conley Outreach Grief Camp permission to secure proper emergency treatment. I understand that I am responsible for any cost incurred for that treatment.

\_\_\_\_\_  
signature: parent/guardian/relationship to child

\_\_\_\_\_  
date



**Every child at Good Grief Day Camp has experienced the death of a parent or sibling. In order to provide the best experience possible for your camper, it is helpful for us to understand the unique loss that each child has experienced. Please answer the following questions at your discretion. Your answers will be kept confidential and will be shared only as needed with our camp lead staff.**

Deceased Person's Name: \_\_\_\_\_

Relationship to Child \_\_\_\_\_ Year/date of death: \_\_\_\_\_

Tell us a little bit about the loss that your child experienced, including the cause of death:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What behaviors have you noticed in your child since the loss?

\_\_\_\_\_  
\_\_\_\_\_

Is there any other information that you would like us to know about your child? Please list anything that you feel will help us know your child better.

\_\_\_\_\_  
\_\_\_\_\_

**Photo & Video**

I give permission to Conley Outreach to take and use photographs or videos of camp activities that contain an image of my child for the limited purpose of promotion and advertising.

\_\_\_\_\_ accepted:

\_\_\_\_\_ refused:

\_\_\_\_\_  
signature of parent/guardian/relationship to child /date

\_\_\_\_\_  
signature of parent/guardian/relationship to child/date

**Permission to attend camp**

I hereby give my child permission to participate in all camp activities, including small group sessions led by licensed professionals trained in grief counseling. I also release Conley Outreach from any liability for any injury my child may sustain while at camp or personal items that may become lost.

\_\_\_\_\_  
signature of parent/guardian/relationship to child

\_\_\_\_\_  
date

\*Please contact me about applying for a camp scholarship (add check mark if yes) \_\_\_\_\_

**Please return the completed registration and fee to Conley Outreach, Good Grief Day Camp,  
PO Box 931 Elburn IL 60119 by May 30,2025**



**Conley Outreach Community Services**  
**Good Grief Day Camp Application 2025**  
*Your Unique Grief Journey*  
June 23-27, 2025 9am-Noon

## **Sample Daily Schedule**

9:00-9:15 Welcome and Warm UP

9:15-9:45 Theater

9:45-10:30 Art

10:30- 10:45 Snack

10:45-11:30 Sharing Time

11:30-12:00 Games/Nature Activities

12:00 Re-Group/Re-Cap/Dismissal

PUBLIC SIGN IN SHEET

DATE: MAY 8, 2025

TIME: 7PM

PLEASE PRINT IN BOTH COLUMNS

NAME	REPRESENTING
Jim Wallentin	
Mae Strobel	