



VILLAGE OF BARTLETT
BOARD MINUTES
June 20, 2023

1. CALL TO ORDER

President Wallace called the regular meeting of June 20, 2023 of the President and Board of Trustees of the Village of Bartlett to order on the above date at 7:00 p.m.

2. ROLL CALL

PRESENT: Trustees Deyne, Gandsey, Gunsteen, Hopkins, LaPorte, Suwanski and President Wallace

ABSENT: None

ALSO PRESENT: Village Administrator Paula Schumacher, Assistant Village Administrator Scott Skrycki, Economic Development Coordinator Tony Fradin, Sr. Management Analyst Samuel Hughes, Management Analyst Joey Dienberg, Finance Director Todd Dowden, Public Works Director Dan Dinges, Assistant Public Works Director Tyler Isham, Public Works Engineer Bob Allen, Planning and Development Director Kristy Stone, Grounds Superintendent Matt Giermak, Police Chief Geoff Pretkelis, Deputy Chief Jim Durbin, Deputy Chief Will Naydenoff, Village Attorney Kurt Asprooth and Village Clerk Lorna Giles.

3. INVOCATION – Pastor Dean Annen from Village Church of Bartlett did the invocation.

4. PLEDGE OF ALLEGIANCE

5. CONSENT AGENDA

President Wallace stated that all items marked with an asterisk on the agenda are considered to be routine and will be enacted by one motion. He further stated that there will be no separate discussion of these items unless a board member so requests, in which event, that item will be removed from the Consent Agenda and considered at the appropriate point on the agenda. He asked if there were any items a board member wished to remove from the Consent Agenda, or any items a board member wished to add to the Consent Agenda.

Trustee Suwanski stated that she would like to add item 12.E.1; Resolution 2023-63-R, a Resolution Waiving Advertising for Bids and Approving the Purchase of Tasers and Body Worn Cameras Through the Sourcewell Government Purchasing Cooperative to the Consent Agenda.



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Trustee Deyne stated that he would like to add item 12.F.1; Resolution 2023-64-R, a Resolution Approving of the Oak Avenue/Oneida Avenue Parking Lots Project Agreement Between the Village of Bartlett and Abbey Paving Co., Inc. to the Consent Agenda.

President Wallace then recited each item that was on the Consent Agenda, including the nature of the matters being considered and other information to inform the public of matters being voted upon. He then stated that he would entertain a motion to Amend the Consent Agenda, and the items designated to be approved by Consent therein.

Trustee Deyne moved to Amend the Consent Agenda and that motion was seconded by Trustee Hopkins.

ROLL CALL VOTE TO AMEND THE CONSENT AGENDA AND CONSENT ITEMS THEREIN

AYES: Trustees Deyne, Gandsey, Gunsteen, Hopkins, LaPorte, Suwanski
NAYS: None
ABSENT: None
MOTION CARRIED

Trustee Suwanski moved to Approve the Amended Consent Agenda and that motion was seconded by Trustee Hopkins.

ROLL CALL VOTE TO APPROVE THE AMENDED CONSENT AGENDA AND CONSENT ITEMS THEREIN

AYES: Trustees Deyne, Gandsey, Gunsteen, Hopkins, LaPorte, Suwanski
NAYS: None
ABSENT: None
MOTION CARRIED

6. MINUTES – Covered and approved under the Consent Agenda.

7. BILL LIST – Covered and approved under the Consent Agenda.

8. TREASURER'S REPORT

Mr. Dowden stated that the Treasurer's Report for the month of April is included in the packet. This is a preliminary month since they are working on annual adjustments. Also included is the sales tax report and they received \$281,334 that was up \$34,074 or 14% from the prior year. On the year, they are up about \$436,000 from the prior year or 12.5%.



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As far as MFT tax, we received \$146,038 that was up \$7,759 or 5% from the previous year. They are pretty close to the budget at \$1.67M before the Rebuilt Illinois Funds.

In regard to the Local Government Distributive Fund (LGDF), they received \$576,000 for the income tax that brought them to a total of \$6,641,682 at the 6.16%. If they were still getting the full amount, they would be at about \$10,844,504. For the new State budget coming up that started in July, it will increase to 6.47% which is about a 5% increase. It will increase their distribution to about \$330,000.

9. PRESIDENT'S REPORT

President Wallace read a Proclamation recognizing Paula Schumacher for 30 years of service to the Village of Bartlett.

Village Administrator Paula Schumacher thanked the board for the kind proclamation and the opportunity to serve the village. She thanked the Mayor and the Village Board for the opportunity to serve the Village of Bartlett. "It is a privilege to do what I do every day with people who care so deeply about our community. Scott told me to take a minute and enjoy tonight and feel proud. I do feel proud, but I feel even more lucky. I have been very lucky, there have been many changes in my life, but Bartlett has been the constant. It has been a constant, but not static. Bartlett is constantly changing and presenting new prospects. Because of that, I have been fortunate to have been able to grow in place. It has been and is a blessing to work with the amazing team at the village. They are generous with their time and their talent and support.

I've also been blessed to have a family that understands the commitment to public service, who have encouraged me in every way possible. My sister pointed me toward this profession when I did not know what I wanted to do with my Political Science degree. She was working at the City of Lake Forest for the City Manager, and she suggested that I talk to her boss and he told me about this job that I did not know existed and what steps I needed to take to become a city manager. My Dad drove me out to Bartlett for my interview for the intern position because he didn't want me driving all the way out here alone. We used a paper map to find Bartlett and he waited in Humbract's coffee shop while I did my interview. Most people here know that night meetings and civic events take you away from the dinner table and other family events, so Bill and my sons get their own share of thanks for their flexibility and helping me be fully present where I need to be. When I pause and look back, I am especially grateful for the people I have met and the friendships I have made. It certainly doesn't feel like 30 years, and I guess that is a good sign."



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President Wallace thanked her for everything.

10. QUESTION/ANSWER: PRESIDENT & TRUSTEES - None

11. TOWN HALL

Michael Werden, 431 S. Main Street

Mr. Werden congratulated Paula and stated she is a wonderful asset to the community. He spoke about connectivity issues in Bartlett and keeping thoroughfares open. He sited several areas in town and why some connect and others don't. He talked about the current issue with Fair Oaks and Gerber Roads on the proposed school property. School District U-46 wants the village to renounce it and give away the right of way, something that has been planned for years. They would also benefit from Fair Oaks being realigned because the intersection at Army Trail and Fair Oaks Road is a much flatter, wider intersection. At the last Planning and Zoning meeting, they said that 60% of the traffic would go north and 40% south. The problem is that Gerber Road has quite a sharp incline down to Army Trail Road and is a narrow intersection that is not conducive to school busses. He encouraged them not to fall down on another thoroughfare that is going to be reneged from Bartlett residents and not allow it to go through.

Kevin Andeway, 233 Hawk Hollow Drive

Mr. Andeway stated that the last meeting they had with the Planning & Zoning Commission, they proposed a 6-foot fence on the back lot of homeowner's properties. They would like to propose an 8-foot fence according to Village Code in an Allegheny Beige Granite Vinyl Fence for aesthetic purposes. They also talked about traffic flow and since they are building an entrance road into the school, adjacent to Jacaranda Drive, this is only 115-feet from Hawk Hollow Drive. The lane they are proposing will block the intersection for them to get out in the morning. They also talked about lighting in the parking lots and propose that arborvitae trees be planted on the adjacent side of the fence. They are waiting for a response from U-46.

Blair Elam, Hoffman Estates, IL

Mr. Elam stated that he has experience with engineering firms as well as being a teacher and a school bus driver for the last eleven years. From a teacher's perspective, you want to make sure your students are there on time. With the Gerber Road location and buses having a big back end, if a bus were going westbound on Army Trail Road and try to make the turn, it will be very tough. He felt that there will be a backup of buses in both directions, not to mention slick roads in the winter and accidents. Fair Oaks Road has a nice wide entrance location and good turning area. He encouraged U-46 to choose Fair Oaks Road.



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12. STANDING COMMITTEE REPORTS

A. BUILDING & ZONING COMMITTEE, CHAIRMAN GUNSTEEN

Trustee Gunsteen stated that there was no report.

B. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE, CHAIRMAN GANDSEY

Trustee Gandsey stated that the Bartlett Economic Development Assistance (BEDA) Revisions and Resolution 2023-66-R, a Resolution Approving an Agreement Between the Village of Bartlett and A5 Group, Inc. were covered and approved under the Consent Agenda.

C. FINANCE COMMITTEE, CHAIRMAN LAPORTE

Trustee LaPorte presented Resolution 2023-62-R, a Resolution Approving an Amendment to the FY2023/24 Budget. Amendments can be made when unexpected delays require funds to be carried over from the prior year after the current budget has been adopted. This is for the Municipal Building Fund – Parking Lot Improvements. The FY 2023/24 budget included \$400,000 for the South Oak parking lot with \$100,000 expected to be completed in the 2022/23 year. Due to delays in downtown construction projects, the parking lot project was delayed and the full amount of the project will be needed for the 2023/24 year. The Oneida & Oak parking lot improvements project, which was originally budgeted for in the Motor Fuel Tax Fund, was also carried over to the current year and was combined with the South Oak parking lot bid request. An increase in the Municipal Building Fund parking lot improvements line of \$250,000 to a new total of \$650,000 is needed to account for these changes.

Finance Director Todd Dowden stated that the Oneida & Oak and South Oak (across from More Brewing) parking lots were combined into one bid to make it more efficient for going out to bid and construction. The Oneida lot was budgeted in the MFT Fund last year and was not completed. Instead of coming out of MFT, since it was bid together with South Oak, it needs to come out of other funds. That is why Municipal Building funds are being used for the Oneida parking lot. For the South Oak lot, \$400,000 was budgeted this year (2023-24 budget) and we expected to spend \$100,000 last year (2022/23 budget). Total project cost for South Oak lot is \$500,000. The total project bid including both lots was \$606,000 plus contingencies bringing it up to \$650,000.



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Trustee LaPorte moved to approve Resolution 2023-62-R, a Resolution Approving an Amendment to the FY2023/24 Budget and that motion was seconded by Trustee Deyne.

ROLL CALL VOTE TO APPROVE RESOLUTION 2023-62-R, APPROVING AN AMENDMENT TO THE FY2023/24 BUDGET

AYES: Trustees Deyne, Gandsey, Gunsteen, Hopkins, LaPorte, Suwanski

NAYS: None

ABSENT: None

MOTION CARRIED

D. LICENSE & ORDINANCE COMMITTEE, CHAIRMAN HOPKINS

Trustee Hopkins stated that the Fourth of July Parade Permit Request; Fourth of July Carnival License Application; Fourth of July Fireworks Permit Request; Fourth of July Class D Liquor License Request were covered and approved under the Consent Agenda.

E. POLICE & HEALTH COMMITTEE, CHAIRMAN SUWANSKI

Trustee Suwanski stated that Resolution 2023-63-R, a Resolution Waiving Advertising for Bids and Approving the Purchase of Tasers and Body Worn Cameras Through the Sourcewell Government Purchasing Cooperative was covered and approved under the Consent Agenda.

F. PUBLIC WORKS AND GOLF COMMITTEE, CHAIRMAN DEYNE

Trustee Deyne stated that Resolution 2023-64-R, a Resolution Approving of the Oak Avenue/Oneida Avenue Parking Lots Project Agreement Between the Village of Bartlett and Abbey Paving Co., Inc.; Resolution 2023-67-R, a Resolution Adopting the Village of Bartlett Urban Forestry Management Plan; Ordinance 2023-68, an Ordinance Amending Title 7, Public Ways and Properties, Chapter 2, Trees and Shrubs; Resolution 2023-69-R, a Resolution Approving of the 2023 Pavement Marking Project Agreement Between the Village of Bartlett and Superior Road Striping, Inc.; Resolution 2023-70-R, a Resolution Approving of the Village of Bartlett's 2023 Pavement Preservation Project Agreement Between the Village of Bartlett and Corrective Asphalt Materials, LLC were covered and approved under the Consent Agenda.

Trustee Deyne presented Resolution 2023-65-R, a Resolution Awarding the Bartlett Hills Golf Club Irrigation Improvement Bid to Commercial Irrigation, Inc.



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He stated that staff opened bids on June 5, 2023, for the Bartlett Hills Golf Club Irrigation Improvement Project. This project will replace the existing irrigation system with the latest technology in piping (HDPE), sprinkler heads, and computer controls. HDPE or high-density polyethylene would be installed through a process known as “fusion” or welding of the pipe. These pipes have a life expectancy of 50 years with proper maintenance. Several measures/addendums were made to drive down the price of this system. They include taking out roughly 295 heads, no pump house, different piping design, no range field heads, and staff will remove the existing heads. Without such adjustments the project would have been close to an extra \$858,500.

Budget consideration: When the irrigation system was proposed, it was determined that it would come out of developer deposits and paid back through a loan of \$100,000 a year for 20 years. Given the cost of the bids, it is recommended that the payback period be extended to 24 years.

Trustee Deyne moved to approve Resolution 2023-65-R, a Resolution Awarding the Bartlett Hills Golf Club Irrigation Improvement Bid to Commercial Irrigation, Inc. and that motion was seconded by Trustee Suwanski.

Grounds Superintendent Matt Giermak stated that the budget number was created in June of 2022. They came up with that number by looking at recent projects that went out for bid in that timeframe. At that time, there were not many golf courses installing irrigation systems in our area. They did find a golf course in DeKalb that was approximately \$3,000 per head. A year later, the price increased due to cost of material and prevailing wage. He stated that the current system is PVC piping which has a life expectancy of about 10 to 30 years depending on location and maintenance. The current system was installed in 1998 they have routine pinhole leaks in the PVC pipes. The golf course has 3.6 miles of PVC pipe and in one mile there is 264 coupling connects. They are currently leaking all over the golf course. They have 750 sprinkler heads which are in bad shape.

Trustee Gandsey stated that the new system will be superior quality.

Mr. Giermak agreed and spoke about the amount of water wasted with this leakage. The new system is leakproof.

Trustee Gandsey asked if there contacted any other companies aside from the companies that bid the job.

Mr. Giermak stated that they have dealt with the four major irrigation installers in the area and three placed bids.



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Trustee Gandsey asked if there was a way to call and get a couple more bids.

Mr. Giermak stated that the fourth bidder chose not to participate in the proposal project because they are locked in for the next couple of years with projects.

Trustee Deyne stated that this work could be scheduled for the end of summer/beginning of fall and interruption of play would be minimal. They would still maintain the revenue base that they currently have even while this was going on.

Trustee Suwanski asked if there was annual maintenance and who performs it and what is the cost.

Mr. Giermak stated himself and his assistant will maintain - the cost is minimal.

Trustee LaPorte asked how much time does he and his staff put into maintaining a poorly running system.

Mr. Giermak stated that he gets there one hour before the rest of staff every day and he drives hole to hole. He explained his daily intricate practice of monitoring the computer and maintaining the heads, greens and tees on every hole, daily. The new system would save the life expectancy on the new pumps since they will not be cycling every 7-10 minutes.

Trustee Hopkins asked about the extra \$858,000 before eliminating the pump station, piping design, range field heads. Is that \$858,000 on top of the \$1.9M budgeted amount or the \$2.4M bid.

Mr. Giermak stated that it is on top of the \$2.4M.

Trustee Hopkins stated that he seriously questions the engineer because that is a significant impact in one year. He understands that there are COVID and product delays, but that is absurd to be off by that much money. We really need to look at this because it is a serious problem in his eyes.

Trustee Gunsteen asked if he is tying the new sprinkler system into the range or just eliminating that.

Mr. Giermak stated that they would have irrigation heads on the driving range tee box and putting greens. The driving range field with the target greens would not have heads there and it would not be irrigated. They would leave gate valves there if they ever wanted to add heads in the future for a small par three course.



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Trustee Gunsteen stated he is trying to figure out why we can't tie that system in until we can look at a budget for extending that to that range.

Mr. Giermak stated that the range is a disaster - 50% of the heads on the driving range are not functional right now.

Trustee Gunsteen stated that we are paying more and essentially get less. We tie that in so we could get it fixed and running even though the general maintenance costs have gone down, we focus on the maintenance to keep that going.

Mr. Giermak stated that they could.

Trustee Gunsteen asked if the rain heads they are speculating save water.

Mr. Giermak stated that with the current system they could only run water to the minute. He explained about the new system that can water off evapotranspiration (ET) rates and formulas to water less and use half the water.

Trustee Hopkins asked where they get the water to irrigate.

Mr. Giermak stated that they have a well on property. The new system would save the pumps from running.

Trustee Deyne stated that Bartlett Hills is one of the best assets that Bartlett has and all the recommendations and social media posts that he sees will tell you that Bartlett Hills is one of the best public courses in the area. It is our responsibility to preserve that as it is such an asset to our village and generating revenue. He spoke about the staff spending 50 hours in April repairing the system, 80 hours in May and 70 hours in June. That does not include the superintendent arriving an hour before the rest of the crew starts to open and close the valves where current leaks are located. They are also responsible for running the day-to-day operations and maintaining the course.

Trustee Gunsteen stated that they talked about generating revenue from the driving range and he wanted to know his thoughts about having the driving range be completely dry.

President Wallace stated that he didn't think anyone really cared about the driving range, they care about the landing area in the driving range. The tee boxes are important and the practice greens.

Trustee LaPorte stated that they should look at this from a public works point of view versus a golf course point of view. Infrastructure is not glamorous or pretty and is not the



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icing on the cake but it is essential. We have learned from public works that useful life for the pipes under the streets are 50 years and we are close to 30 at the golf course for something that may have a useful life of 25-30 years. It is a steep increase in the budget but if you look at it as infrastructure, what will we have if we don't do it - 35,000 rounds of golf may drop down to 18,000 rounds. He spoke about another course in the area that recently went under new ownership and maintenance is less than it was before and they don't have the rounds of golf. What is an asset now may become an albatross later.

Trustee Deyne stated that one of the complaints they have had is the sand traps. Mr. Giermak has taken it upon himself to improve those traps. With the cooperation of public works and the golf course staff they are actually redoing the traps on an as-needed basis which would normally cost about \$13K each.

Trustee Gandsey stated that she does not disagree with this project but would like to see one or two more bids to make sure we are not overpaying. When do they plan to raise the golf course fees.

Assistant Village Administrator Scott Skrycki stated that they have flexible pricing depending on date and time. He stated that their standard pricing has gone up about \$4.

Trustee Gandsey asked if the consultant looked at these numbers.

Mr. Giermak stated that they gave the contractors a big window when they can start. They can start in September of 2023 and finish in September of 2024 which is a very attractive window for these contractors. The consultant told them that with the prices of the bids you can look at two of the vendor bids and see that they are very similar. These vendors have a window (late fall through early spring) to install the system and takes 10-12 weeks to complete. When they do that install, you have to close one hole at a time so this would not be convenient in the summertime when the course is busy. In his opinion, rebidding would not yield a favorable result.

Trustee Hopkins stated that they owe it to the taxpayers to take some time to look at this. He is in 100% agreement that it needs to be done.

Trustee Deyne stated that it does not cost the taxpayers any money.

Trustee Hopkins stated that he is going to vote "no" on this because it is \$1.3M over budget on a \$1.9M project and the engineer did not give us reliable information. He would like to review this at the next meeting and consult someone to see where we are at. He would like the engineers to look at this and maybe bring another consultant in to make



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sure we are not missing anything. We are giving up a lot like the new pump station and in two years they are going to come back and ask for another million.

Trustee Deyne asked how long it would take to get another opinion on this.

Trustee Gunsteen stated that golf courses are not being built in Illinois as much as they are in the south where it's warm all the time. Is there a way to reach out to other municipalities that have done this outside of Illinois just to see what the comparable price is and cross it with our prevailing wages so we get a rough idea to answer Trustee Hopkins' question.

Mr. Skrycki stated that if we don't move this forward, we will have to deny bids. That would delay the timeline greatly. If we have to close holes, that will offset savings.

Trustee Suwanski asked how long the bid is good for and when did we receive them.

Mr. Giermak stated 60 days and bids were opened on June 5th.

President Wallace stated that at some point we are going to have to do something. Our superintendent created this amazing golf course of which he has heard rave reviews from everyone. It is not fair to have him working on this old irrigation system. It is not easy to make a golf course look like Bartlett Hills looks. It would be like himself, in the financial world, not being able to get his computer to work and manually doing it. We need to give him the tools. He doesn't think it is a bad idea to take a little more time and Table it to see if they can sharpen their pencils when they hear that the board is concerned with these issues.

Trustee Hopkins stated that he understands that they need to maintain the course and he is in 100% agreement that it is a beautiful course and he wants to keep it that. He is just concerned with the dollar amount.

Trustee Suwanski stated that she agrees with Trustee Hopkins that it needs to be done but perhaps there are things we can look at.

Mr. Giermak stated that everyone he has talked to like consultants, distributors, have said that if you wait one or two years from now, expect the price to go up 10% for material costs and prevailing wages.

President Wallace stated that they are not suggesting that they wait that long. They are suggesting that we go back to these companies and tell them that we cannot live with pulling out this much of the original bid. Maybe they can sharpen their pencils.



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Trustee Gunsteen stated that the sharpening of pencils might be coming to us when they ask for a breakdown of the credits that were offered to get to that \$800,000. Perhaps there is more that they held onto just in case they needed to apply it to the cost of the job.

Mr. Giermak stated that they gave him a rundown of the alternates they removed and the price for them. Alternate #1 was \$25,000; Alternate #2 was \$265,750; Alternate #3 was \$327,500, Alternate #4 was \$217,750 and Alternate #5 was \$22,500.

Trustee Hopkins moved to Table Resolution 2023-65-R until the next regular scheduled meeting and that motion was seconded by Trustee Gandsey.

Trustee Gunsteen stated that on the “delete alternate” sheet, there is a number of twenty-one driving range sprinkler heads that were deleted for the sum of \$22,500. If he takes the math of \$3,000 per head, that is a \$63,000 credit that is due to us if we use the original budget. It seems like there might be more credits due based off of us getting less in return.

Mr. Giermak stated that Prairie Landing, just south of here, went out to bid about a month before us and they came in at roughly \$4.5M and were 50% over budget on that project.

Trustee Hopkins asked him to find out who the engineer was on that project.

Ms. Schumacher stated that there will not be a meeting on July 4th so this will return on the July 18th meeting.

ROLL CALL VOTE TO TABLE 2023-65-R, A RESOLUTION AWARDING THE IRRIGATION IMPROVEMENT BID TO COMMERCIAL IRRIGATION

AYES: Trustees Gandsey, Gunsteen, Hopkins, LaPorte, Suwanski

NAYS: Trustee Deyne

ABSENT: None

MOTION CARRIED

13. NEW BUSINESS

Trustee Gunsteen asked when the start date was for the Oneida parking lot.

Mr. Dinges stated that they do not have a start date yet but they will be meeting with the contractors for both lots. They will try to get it done as soon as possible and have a completion date of October 15th.



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Trustee Gunsteen stated that he was more concerned about the current construction going on with West Bartlett Road and Route 59 and to induce this into the mix is going to be catastrophic. If this is going to take a month to finish then we should definitely plan it. He knows that the residents on Devon Avenue are seeing a huge increase in traffic going through there. If we can coordinate that with IDOT it would be appreciated. He stated that IDOT is doing a pretty decent job monitoring traffic but it is a lot of traffic to monitor and it is backing up. He wanted to make sure they were cognizant of that when it goes out to bid.

President Wallace asked how the checklist went today for More Brewing.

Ms. Stone stated that the final inspections are scheduled for tomorrow morning at 11:00 a.m. They passed their landscape inspection and everyone will be out there.

Trustee Hopkins stated that the last gentleman that talked at Town Hall talked about bus traffic on Gerber and Army Trail. Did our traffic consultant agree with any of that.

Lynn Means stated that as part of the school project, there is an improvement that will separate the bus traffic from the parent drop-off/pickup traffic. That is an improvement for bus circulation traffic directly with the school. Related to bus traffic on Army Trail Road, there currently are buses that traverse Gerber to Army Trail Road and a review of the crash history didn't indicate any traffic concerns associated with current bus traffic out there. That is something they could explore and look at it to see if any improvements or removing of stop lines or anything needs to be done to improve that. Based on current operations they were not aware of any concerns.

14. QUESTION/ANSWER PRESIDENT & TRUSTEES - None

15. ADJOURN

President Wallace stated that the Board will adjourn and there will be a Committee of the Whole meeting immediately following. There being no further business to discuss, Trustee Deyne moved to adjourn the regular Board meeting and that motion was seconded by Trustee Hopkins.

ROLL CALL VOTE TO ADJOURN

AYES: Trustees Deyne, Gandsey, Gunsteen, Hopkins, LaPorte, Suwanski

NAYS: None

ABSENT: None

MOTION CARRIED



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The meeting was adjourned at 8:05 p.m.

Lorna Giles
Village Clerk