

Committee of the Whole  
Finance Committee  
Thursday, June 9, 2016  
7:00 a.m.  
Village Hall Conference Room

**Attendance**

<b>Committee Members:</b>	
Timothy Nugent, Mayor	X
Joel Gesky, Trustee	X
Timothy Boyce, Trustee	X
Diane Dole, Trustee	X
Sam Martin, Trustee	X
Wendell Phillips, Trustee	X
Todd Crockett, Trustee	X
<b>Other attendees:</b>	
Jim Hanley	
Donna Kiedaisch	
Chris LaRocque	
Janice Schulteis	
Bernie Thompson	

A motion was made by Tim Nugent, seconded by Joel Gesky, to approve the minutes of the May 19, 2016 meeting as written; motion carried by voice vote.

Second Street Project

Tim Nugent reported that he previously asked Hitchcock Design about the different improvements to be made in the Second Street project, regarding phases, budget costs, etc. He asked the trustees for opinions on what our next step should be, i.e. do we need more parking and if so, will that interfere with the turn-around. Trustee Martin asked if any of the items on the list have been previously voted on and were there any time-frames given for the individual items. The consensus of this committee was that the first item to complete would be the landscape screening improvements by the apartment building. Trustee Martin was asked to give an estimate on the approximate cost so we have a cap amount when asking for bids. We also will continue with engineering for phases and we are not considering the fountain at this time due to unnecessary costs involved. Mayor Nugent also asked for other ideas for the center of the turn-around and suggested checking out various locations while traveling this summer.

Review of Administration Expenses

This was discussed at the previous committee meeting and in checking with attorney Cainkar, we were advised that we cannot pay a trustee for attending outside meetings, i.e. golf course, but there still is a question as to Planning Committee vs. Planning Commission meetings. Also, a survey is being compiled of pay rates from surrounding municipalities concerning mayor/village presidents, trustees, clerks, etc. Any adjustments would need to be made and voted on six months prior to the next election and would be in effect for four years, unless specifically noted of a percentage increase each year. Other mayors are paid a fixed salary but some also receive other amenities such as additional pay for attending outside meetings/events, use of a vehicle, etc. Mayor Nugent also stated he would like to adjust the clerk salary at the same time.

New Ruling on Overtime Pay

As of May 23, 2016, the Department of Labor regulations now classify salary employees must be paid at least \$47,476 per year; up to that amount, they can be considered non-exempt and able to receive over-time pay. This specifically affects the position of Event Coordinator; since this position does not receive over-time pay, the initial starting salary

was increased to \$48,000 annually, to be split with Manteno Chamber of Commerce because of her shared duties as their executive director and village event coordinator. It was also noted that the DOL will adjust the minimum salary amount every three years.

#### Month-End Financial Reports

Janice feels everything looks good after one-month, and noted that we received the funds from the cell tower purchase but that they are not included in general fund regular expenses and outside the balanced budget numbers. The tower funds are to be used for specific projects. Mayor Nugent also asked for research from surrounding communities on costs of liquor/amusement licenses; this information is to be used for future budgeting purposes.

Another subject of discussion was whether there is a need for business licenses. They are currently not required but one advantage to having them would be to retrieve information for police and fire departments concerning emergency contacts. If there is a minimal charge for this type of license, this would not be considered a large revenue item, just mostly for informational purposes. Sarah Marion will be asked to visit the new businesses on behalf of the Chamber of Commerce to retrieve information, invite them to join the Chamber, etc.

#### Miscellaneous

Trustee Martin reported on his attendance at the golf course meeting, citing issues with Nexus/Indian Oaks students and their "pranks" through the golf course and by the club house during events. Save the Golf Course Committee is experiencing a large turnover of employees, equipment needing replacement, lack of funds, etc.

Fire Chief O'Brien has noted an area in between Section Line, Walnut, Fourth, and Maple Streets where they are noticing rather low water pressure, to the extent that they are not able to use the hydrants for fear of exploding the water lines. They are having to run hoses from other hydrants for fire fighting. The Fire Department will be working with Aqua on this situation and the need to upgrade the water mains for that area.

The meeting adjourned at 7:54 a.m. The next regularly scheduled meeting will be Thursday, July 14, 2016, at 7:00 a.m. in the Village Hall conference room.