

Finance Committee
 Thursday, March 10, 2016
 7:00 a.m.
 Village Hall Conference Room

Attendance

Committee Members:	
Timothy Nugent, Mayor	X
Joel Gesky, Trustee	X
Timothy Boyce, Trustee	X
Other attendees:	
Todd Crockett, Trustee	
Diane Dole, Trustee	
Jim Hanley	
Darla Hurley (partial)	
Donna Kiedaisch	
Chris LaRocque	
Sam Martin, Trustee	
Wendell Phillips, Trustee	
Janice Schulteis	
Bernie Thompson	
Staci Wilken	
Tom McCullough, Durbin's	
Dennis Soucie, NAPA	
Mike Werner, W & S Properties	
Gary Wright, Operator of Kate's Place	

A motion was made by Tim Nugent, seconded by Joel Gesky, to approve the minutes of the February 11, 2016 meeting as written; motion passed by voice vote.

NAPA/Nelson Building

A discussion was held with the four guests concerning the Nelson Building on Route 50 South and updates that will be made on the building, inside and out, façade improvements, parking lot, etc. The building is to be purchased on contract with Mike Nelson, current owner, but the Village has expressed the need to see and review the contract before any decisions can be made on our part. Because of past experiences with the building owner, we will need to see documentation to say who will be responsible for the work being done and confirmation of its completion. It was noted that before any funds will be disbursed for the façade program, the work must be satisfactorily completed. Bernie also informed the buyers of the possibility of applying for façade program funds for the parking lot update. The buyers have already started updating the building to bring it up to code with structural repairs and have involved both the Village Building Department and the Fire Department for various inspections. Dennis Soucie, owner of the local NAPA Auto Parts business, soon to be relocated to the 411 S. Locust portion, stated that he has replaced the stairs to the upper portion which will be used for parts storage, and also noted that the second set of stairs in the other end of the building will also be replaced. Repair work on the building will be completed in sections, i.e. clean up fascia, landscaping, parking, etc. The current Home Comfort building will also be purchased and they report all of those units are rented.

Trustee Martin had some concern about the traffic coming from the south and the difficulty with exiting the parking lot onto Route 50, especially with traffic from the south. The gentlemen stated that the north end of the lot is now

Finance Committee

March 10, 2016

Page 2

open and they feel the situation will be helped with vehicles being able to use that exit, giving better visibility to the south. Mayor Nugent questioned the need for architectural drawings and Chris LaRocque explained that this work is considered build-out which doesn't require those types of drawings. Dennis Soucie spoke a little about the "look" of the building front and plans to keep the individual addresses looking similar but exactly not the same. Bernie asked for a better, more detailed drawing to show the final design.

Mayor Nugent stated that the Village has two Class A liquor licenses available but none for gaming. Bernie stated that the business was not required to adhere to the time constraints of a liquor license and could set their own business hours. Both Trustee Dole and Crockett stated they were in favor of granting the license after seeing a commitment that all improvements will be completed; the license can be approved to be effective May 1, 2016.

A motion was made by Tim Nugent, seconded by Joel Gesky, to forward the information on to the Board for approval of the façade program funding, upon completion of all of the applications necessary; motion carried by voice vote. A second motion was made by Mayor Nugent, seconded by Tim Boyce, to issue the Class A liquor license to Kate's Place, upon completion of all proper documents. This motion also carried by voice vote. If all paperwork is completed and presented in time, these two items will be placed on the agenda for the meeting of March 21, 2016.

West Cook Street Cell Tower Lease

Bernie stated we previously received an offer from Landmark for \$350,000 to purchase the tower, but it was noted that the current owner had first refusal right to buy the property at no less than the current offer. We have now heard from SBA Communications that they will be exercising their right of first refusal to purchase at the agreed amount. Bernie will contact Joe Cainkar for the contract.

FY15-16 Budget Amendment

Janice handed out the budget amendment detail worksheet, explaining some of the amendments that will be needed. She states we have realized some additional revenues not reflected in the current budget and also some unbudgeted expenses that occurred with the purchase of the railroad spur property, i.e. additional liability insurance, engineering and legal services, etc. These costs will be offset by water sale reserve funds. Trustee Gesky asked about the possible reimbursement, due to low claim activity, from IMEC but Janice stated we must wait until all claims clear before we will know the amount of the reimbursement. These funds could be used as payout for projects, or to offset premium costs. She will inquire about the amount available.

Some items of interest: Building Department showed lower permit fees but inspections were up; revenues were in decent shape. PD would like to replace a vehicle in this fiscal year, due to decrease in gasoline prices and wages. S & A showed a decrease in wages, mostly because Jim Hanley moved into Brian O'Keefe's position when he left and Jim's position was not filled. Two new employees were hired full-time and two part-time were moved to full-time, along with two retirements, one full and one part-time. Street sign/lights and the street sign project were budgeted higher than what was needed. Some new expenses are heating and a/c repairs in the Community Center and an entry door replacement in the Food Pantry building. Some park equipment that was budgeted was not purchased this year, however, Jim requested the use of the rubber mulch material in playground areas instead of the old chip type, as it is much cleaner, more durable, and basically maintenance-free for ten years. TIF#1 will be needing an increase in the budget due to professional services, land purchase and

additional façade grants. Janice explained that the sewer fund has been transferring \$100,000 per month to the WPCC Equipment/Capital fund this year to be used for large projects. She would like to increase that total annual amount by \$600,000 for future project expense. She hopes to have the amendments completed for the next board meeting for review and then approval at the following meeting.

Finance Committee

March 10, 2016

Page 3

FY 16-17 Budget

Janice is not quite ready on this and still working with department heads. It was reported that there was a new police officer hired in January, now in training, and another one to be hired in April, replacing officers retiring in the next year or so.

Month End Financial Reports

Everything looks o.k.

Health/Dental Rates Renewal

Reviewing renewal options showed an increase this year to be much lower than in past years and United Healthcare offers two options. The current plan we have is the Transitional Relief Plan (option #1), which will be phased out into the Plan #545, which they consider to be option #2. Susie Werner, of HomeStar Insurance Services, recommends we just go ahead and switch to option #2 instead of waiting until we are phased out, as the Plan #545 only shows an increase of 2.9%. Networks stay the same between options 1 and 2. Dental renewal shows a 6% increase over last year, however, there were no other plans/companies that even came close to those rates. The consensus was to stay with United Healthcare under option #2 and Metlife for dental. The Village will still reimburse deductible expenses for employees and families as they have in the past.

Miscellaneous

Trustee Martin reported on his attendance at the golf course meeting, noting that they mentioned being interested in possible purchase of our public works bat wing mower that we are replacing. The drawback would be that they would then have to purchase a tractor to pull it. A question was asked about what would be occupying the NAPA store when they move from Division Street but that is not known at this time. Mayor Nugent did state that he has heard inquiries concerning office space in Manteno.

The meeting adjourned at 8:23 a.m. The next regularly scheduled meeting will be Thursday, April 14, 2016, at 7:00 a.m. in the Village Hall conference room.

Donna Kiedaisch