

Finance Committee
Thursday, November 12, 2015
7:00 a.m.
Village Hall Conference Room

The following people were in attendance: Tim Boyce, Todd Crockett, Diane Dole, Joel Gesky, Jim Hanley, Donna Kiedaisch, Chris LaRocque, Tim Nugent, Wendell Phillips, Janice Schulteis, and Bernie Thompson.

Six-month Budget Review – FY 15-16

Janice distributed a breakdown of line item overages in various departments and explained the reason for some overages; she didn't list all, just those of interest. For example, wages/overtime for PD is due to the fact that we are down one officer, and have had two on W/C. PW lost one part-time to retirement in October and one full-time will be retiring on 11/13/15. So far this year, we have added a full-time employee, moving him from part-time, and hired two new full-time workers. The total cost has not been as bad it could have been as Jim's previous position was not filled when he moved into Brian O'Keefe's position in May. A couple of items using safety grant monies are flashing stop signs for the crossing guards and flashing directional arrow boards to be mounted on public works trucks for use when in high traffic areas. It was suggested that we look into supplying crossing guards with weather-related reflective jackets, vests, etc. It was also noted that our 2016 grant will be in the amount of \$5,732.

IMIC Update & Renewal

Janice distributed a sheet showing premium history with a comparison of 2013-2014 to 2014-2015. Mayor Nugent asked if we could ask for a percentage of the remaining funds that may be available to Manteno, just for our information. Janice noted that we were very happy with the IMIC procedures and the service given by them regarding claims filed, rates, etc.

Cyber Liability Insurance

It was recommended that we bind coverage for this liability insurance at the premium rate of \$2,256 as quoted by Arthur J. Gallagher & Co. No trustee in attendance had a problem with this quote and felt it would be money well spent.

IPRF Renewal

A quote was received from IPRF for the renewal of workers' compensation coverage at a total price of \$74,150.00. IPRF is the company which issues the safety grants we have been receiving in previous years (\$5,732 will be received for 2016 as noted above).

Public Works employee hiring

Public Works Department is losing two employees due to retirement: one part-time and one full-time. Two current part-time employees are interested in becoming full-time. Mayor Nugent asked if we should move a current part-time employee to full-time or do we need to advertise to the public for full-time. It was decided, to be consistent, we need to advertise and interview applicants; per union contract, the position must be posted. There will be a need very soon for the full-time employee, however, a part-time person might not be needed until spring and it was recommended that an ad should be run for the two positions.

PD hiring process discussion

An applicant list is made available for two years by the Police Commission; this list consists of 31 names, all of whom have taken the necessary testing. Names on the list change due to hires, life changes, etc. and this list expires in December of 2016. We are down to number six on the list to interview; applicants one thru five were either already working somewhere, turned down our offer, or there were other issues. At this time we are down one officer due to termination, and two officers on workers' comp; one just returned to work and the second will probably be off at least another 7 months due to necessary surgery. We are looking for applicants/hires for academy scheduled in January and then again in April.

Swart House discussion

There has not been any progress with Mr. Swart; he seems to be out of town and Chris LaRocque is watching for his return to be able to talk with him again concerning the purchase of his property on Oak Street. He is asking \$170,000 for the property; we originally told him we could not pay over the appraisal price but he is not willing to get an appraisal, or let us get one. Jerry Curwick Jr. owns the property next door to him and he is willing to develop it if the Village would buy the Swart property and make a parking lot. Mr. Curwick is considering a two story unit with commercial on the first floor and the second floor for office rentals or one-bedroom apartments. Trustee Dole's opinion of paying more than the appraisal price is that we would lose credibility. For years we have always said we would not pay more and then, if we turn around and do that, just to get the property, we would be setting a bad precedent. If the owner doesn't change his mind, do we then just forget the sale?

There is also a safety issue with this property, i.e. trees blocking traffic signs, junk/refuse all around, etc. Chris was instructed to inform Mr. Swart that we will be starting the process of condemnation of the property which will include necessary cleanup and fines assessed. There was quite a lot of discussion of the procedures to follow and what the outcome could be.

Hitchcock November 18 Meeting

Hitchcock will be holding a special meeting on Wednesday, November 18th, inviting Second Street property owners to attend with their ideas for possible development of the lots purchased by the Village.

Miscellaneous

Trustee Crockett asked Mayor Nugent about the possibility of buying Manteno Panther flags to be hung where we now hang the U.S. flags, during sporting seasons. Jim Hanley was asked to check into the cost of flags for light poles. He is also to check for Village of Manteno flags and poles. There have been discussions about the possibility of adding another building inspector due to the volume of inspections needed with more building activities. It was felt we should see more revenue through building permit fees.

It was also noted that Frank's Appliance will be renting the space on Main Street previously occupied by Dollar General and it is felt the store will be open in January of 2016. Other businesses have expressed interest and the Dairy Queen is getting close to opening. Craig Blanchette of Aqua Illinois has expressed their interest of a \$25,000 donation from Aqua, \$5,000 per year over five years, to use toward the purchase of a Zamboni unit for the Legacy Park ice rink; Jim H. is checking prices of the units, both new and used, and what would fit our needs. There was also discussion concerning advertising on the dasher boards for some additional revenue and also some type of "fix" to keep the sun from melting the ice due to its reflection off the white walls. Jim will also check into the lighting services, where they could be set on a timer for a set period of time instead of being left on continuously.

Trustee Phillips attended the golf course meeting, listening to their discussions of fundraisers, memberships, activities, business plans, etc.

The meeting adjourned at 8:48 a.m. The next regularly scheduled meeting will be Thursday, December 10, 2015, at 7:00 a.m. in the Village Hall conference room.