

COMMITTEE OF THE WHOLE

Finance Committee

Wednesday, May 10, 2023

7:19 a.m.

Village Board Room

Attendance

Committee Members:	
Timothy Nugent, Mayor	X
Timothy Boyce, Trustee	X
Todd Crockett, Trustee	X
Diane Dole, Trustee	X
Joel Gesky, Trustee	
Sam Martin, Trustee	X
Wendell Phillips, Trustee	X
Other attendees:	
Chris LaRocque, Village Admin	X
Jim Hanley, Supt. Of Public Works	X
Al Swinford, Chief of Police	X
Ryan Marion, Building Official	X
Sheila Martin, Treasurer	X
Jakob Knox, Community Relations Dir	X
Darla Hurley, Deputy Village Clerk	X

With the absence of Trustee Gesky, Mayor Nugent called the meeting to order a 7:19 a.m.

A motion was made by Trustee Phillips, seconded by Trustee Boyce, to approve the minutes of the April 12, 2023 as written; motion carried by voice vote - all ayes, no nays.

No Public Participation

Items for Discussion:

- **Fraud Update / Advanced Computer Specialists Proposal** – Mr. LaRocque updated the committee on an ACH payment fraud that happened in March. The village was made aware of the fraud in April by the vendor who was due the money. It was found that an email thread was hacked and an email was sent with fraudulent bank information. An investigation was completed by our Cyber Insurance company. The village's system has been deemed secure. The vendor who is owed money will receive payment, but all areas of investigation will be used to recoup the initial payment. Mr. LaRocque will check with our legal counsel to get an opinion of when or if we should pay the vendor a second time. Mr. LaRocque presented a written statement concerning the update and also the new procedures that the village will implement for any new ACH payment requests. *(See packet)*

Mr. LaRocque presented a proposal from our IT company (Advanced Computer Specialists) that would monitor threats and provide cybersecurity training to all employees. As of January 1st, the State of Illinois is requiring all employees to receive cybersecurity training annually. Mr. LaRocque had budgeted \$8000 for this type of monitoring and training.

- **Use of Police Department Building (269 N. Main Street)** – Mr. LaRocque stated that Mayor Nugent and he had a meeting with Manteno School District officials about a potential use for the building once the police

department moves to their new facility. Jacob Emerson, Business Manager with Manteno School District, was in attendance to present an idea for the use of the building. The school district has a PRIDE program that is a special education classroom for severe and profound disabled students. The students are taught life skill classes with the goal to allow them to be independent as possible after they age out of the program at 22 years of age. There are currently 14 students in the program. The idea would be to convert the building for use by the school district for this program. All committee members are in favor of proceeding with the idea. More discussion with the school district will continue.

- **Elm Street Well House / Chamber Storage** – The Chamber of Commerce is in need of storage space. Currently they are using a semi-trailer container that is placed at the Public Works facility. Moving it to the new facility is not desired. The Elm Street well-house could be used by the Chamber for their storage needs.

The building on Cook Street could be torn down and use the existing slab as a place to put the residential drop off brush/mulch pile.

- **Legacy Park Landscaping & Asphalt RFPs** – Mr. Hanley prepared an RFP for the landscaping around the concession stand. Three proposals were received. Trustee Martin has reviewed the suggested plantings. Manteno Township will be approving the low bidder, Scenic Landscaping, tonight. This will be placed on the May 15th Board Agenda for approval.

The asphalt path RFP was prepared by Novotny Engineering. Two proposals were submitted. Low bid was Kankakee Valley Construction Co. The approval will be placed on the May 15th Board meeting.

Mr. Marion exited the meeting at 7:51 pm

- **Public Works Forklift** – Mr. Hanley presented his request for the purchase of a 2022 Tailift Forklift for the cost of \$34,000. The approval for the purchase will be placed on the Village Board agenda of May 15th.
- **Enterprise Zone Discussion** – Mayor Nugent asked to discuss this proposal again. The item will be placed on the Village Board agenda. Trustee Martin asked who or what group is making this proposal. Mayor Nugent stated that the Economic Alliance initiated the proposal. The Economic Alliance is comprised of business members from Kankakee County and Board members from Kankakee County. Effingham County has also used this type of program to stimulate residential growth in their county. Mayor Nugent stated that it is hoped that the end product is beneficial to the whole community. The item will be placed on the Village Board meeting agenda of May 15th.
- **Property Tax Rebate** – Mr. LaRocque stated that he has updated the application to reflect the changes from staff suggestions. A copy of the application with changes is included in the packet.
- **Project Cost Recaps** – Mr. LaRocque presented spreadsheets showing various projects' on-going costs.
- **Month End Financial Report** – Mr. LaRocque stated that departments were all under budget last fiscal year (FY22-23) and we are just starting this fiscal year.

A motion by Trustee Boyce and seconded by Trustee Martin to adjourn the meeting at 8:11 a.m. Voice vote – all ayes.

Respectfully submitted by Darla Hurley, Deputy Village Clerk