

# COMMITTEE OF THE WHOLE

## Finance Committee

Tuesday, September 14, 2021

7:28 a.m.

Village Conference Room

### Attendance

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

Trustee Gesky called the meeting to order at 7:28 a.m.

A motion was made by Trustee Boyce, seconded by Mayor Nugent to approve the minutes of the August 17, 2021 as written; motion carried by voice vote - all ayes, no nays.

No Public Participation

### Items for Discussion:

- **Rudbeck TIF Grant Request** – A representative of Graham Realty was present to give details that they are prepared to do to the building (83 West First St). The building will be tuck pointed, decorative lighting will be added, and a patio garage door will be added to the Pub area to allow for outdoor dining. The project is expected to take 2 ½ months. The awnings will also be updated. The mural will not be touched at this time. Mayor Nugent requested that the dumpsters be hidden by some sort of fencing. The representative will talk to the owners about the idea. The max amount of \$41,000 will be on the next village board meeting for approval.
- **Berkot's TIF Grant Request** – They are still waiting on a final estimate before turning in all the paperwork.
- **Manteno Fire Department Funding Request** – Chief Scott O'Brien stated that he is requesting funding from Kankakee County and the Village. The Fire Protection District did not receive any of the ARPA funds. Since the County was looking for ways to distribute their funds, Chief O'Brien made a request for funds. The District covers 96.3 square miles with just 5 miles of those being the Village. The Fire Department has calculated that they are short \$86,000 due to COVID related expenses. The County is willing to contribute half, and Chief O'Brien is requesting that the village also contribute half using the ARPA funds. The Village Attorney will be contacted to prepare an agreement between all entities.

- **Chamber Funding Request** – Ms. Marion stated that all village events took place this year after taking a year off due to COVID. She also is responsible for all social media posts and handles the filming of Manteno Matters. Ms. Marion would like to increase the events. With the dual role as an employee of the village and chamber a lot of Ms. Marion’s duties overlap. In May, the chamber hired a part-time employee to assist Ms. Marion in the chamber office. Ms. Marion is requesting that the village use some of the ARPA funds to pay for her assistant’s health insurance. Ms. Marion would like to add to all events and use her assistant in this capacity. Trustee Gesky questioned that if the ARPA funds are used for the first year, how would she be paid in future years. Mr. Marion stated that this could be a trial year and then the budget could be expanded next year to increase her staff. Ms. Hurley stated that the village’s health insurance does not cover part-time employees, coverage is only allowed for full-time employees. Mayor Nugent stated that a review of work hours comparing village and chamber was completed back in the spring before they hired an assistant. It was found that the chamber hours are quite a bit more than the village hours. That is when they hired the assistant. At this time the village is not interested in hiring another person. It was suggested that if the chamber wants to pay for the assistant’s health insurance it would be their decision.
- **Main Street Renovation** – Mr. LaRocque presented some preliminary designs from Hitchcock Design Group concerning the Main Street improvements. There were two concepts. Once the village gives more direction, Hitchcock can give preliminary costs for the project. The committee stated they liked Concept B. Mr. LaRocque will also check with any trustees not a today’s meeting. Mr. LaRocque will relate the information to Hitchcock for further work.
- **Golf Course Update** - Mr. LaRocque stated that the regularly scheduled meeting was postponed to September 27<sup>th</sup>, so there are no updates. Mr. LaRocque will send a letter to the Save Our Golf Course Committee concerning the end of the contract on 12/31/21 asking about their intentions concerning the future of the golf course.

Trustee Crockett exited the meeting at 8:10 am.

- **Month End Financial Report** – Mr. LaRocque stated that revenues are up from what was projected. We are at 33% of the budget and revenues are running at 50%. Mr. LaRocque has turned in all the required paperwork to receive the ARPA funds.

Mayor Nugent is requesting that Mr. Hanley look at installing some sidewalks at Thies Park for the pickle ball courts.

Mayor Nugent stated that the State of Illinois announced a grant opportunity that may be of interest for the Main Street improvements. Mr. LaRocque will contact Novotny Engineering about the grant.

Trustee Boyce asked about the South Path project. Mr. Hanley stated that landscaping is being done this week. There is still some concrete work that needs to be completed. The target completion date is 10/1/21.

A motion by Mayor Nugent and seconded by Trustee Boyce to adjourn the meeting at 8:24 a.m. Voice vote – all ayes.

*Respectfully submitted by Darla Hurley, Deputy Village Clerk*