

**FINANCE & ADMINISTRATION**  
**COMMITTEE MEETING**  
**SEPTEMBER 19, 2006**

**CALL TO ORDER & ROLL CALL**

The Finance and Administration Committee Meeting was called to order by Acting Chairperson Menzel at 7:00 p.m. Present at roll call were Trustees Figurski, Menzel, and Tuman. Absent was Trustee Bastidas. Also present were Village Administrator Osten and Treasurer Toppel.

**RESIDENT'S COMMENTS**

None present at this time.

**APPROVAL OF AUGUST MEETING MINUTES**

*Trustee Menzel made a motion to approve the meeting minutes for August 10, 2006. The motion was seconded by Trustee Figurski and approved by a roll call vote of three yes votes.*

**APPROVAL OF REPORTS FOR AUGUST**

*~ Trustee Menzel made a motion to recommend approval of the Accounts Payable Report for August 2006 to the Village Board. The motion was seconded by Trustee Figurski and was approved by a roll call vote of three yes votes.*

*~ The All Funds Summary Report was reviewed.*

*~ Accounts Receivable Report was reviewed and Trustee Figurski asked if Cowen's escrow could be refunded and Toppel will check on all the older accounts.*

*~ The fireworks revenues and expenses were reviewed and at this time our revenues are estimated to be \$2,000 short of last year.*

**PURCHASE REQUESTS/PAYMENTS**

**UPRR - \$6,822**

*Trustee Menzel made a motion to pay Union Pacific Railroad \$6,822 for Foxmoor Road modifications. The motion was seconded by Trustee Figurski, a short discussion followed with Osten explaining that this was never billed when the Stone Hill Phase II upgrades/sidewalk was done. The original bill was for \$27,376.08 but with Baxter & Woodman's assistance the bill was adjusted. The payment was recommended for approval by the Village Board by a roll call vote of three yes votes.*

**Vic Woods Conservation Easement Boundary Markers – Spies & Associates \$8,250**

*Trustee Menzel made a motion to have Spies & Associates, Inc. locate conservation easements and install boundary markers in Victoria Woods Subdivision in the amount of \$8,250. The motion was seconded by Trustee Figurski and recommended for approval by the Village Board with a roll call vote of three yes votes.*

**ADMINISTRATION REPORT**

A) Osten reported that there is nothing new in the grant update.

- B) Osten informed the Committee, that the Village will enter into an electricity co-op with 40 other municipalities. *Trustee Menzel made a motion to authorize Administrator Osten to sign contract for Northern Illinois Municipal Cooperative (NIMEC) because it has to get signed immediately.* The motion was seconded by Trustee Figurski and recommended for approval by the Village Board by a roll call vote of three yes votes.
- C) Osten informed the Committee in February it will be year four of the garbage contract. We have to negotiate the new prices for the year or else agree to a 3% increase. Trustee Figurski volunteered to work with Osten to negotiate new prices.

**OTHER BUSINESS**

- A) The letters for past due vehicle stickers are in process and will be going out shortly.

The next Finance Committee Meeting will be on Thursday, October 12<sup>th</sup>.

A brief discussion took place about length of TIF Districts and how Richmond's Plan Commission helped attract new businesses to their downtown.

**ADJOURNMENT**

*Trustee Menzel made a motion to adjourn the Finance and Administration meeting at 7:55 p.m.* The motion was seconded by Trustee Tuman and approved by a voice vote of three yes votes. Meeting adjourned.

---

Gerald D. Menzel, Acting Chairperson

---

Penny Toppel, Secretary

---

Date Approved