

**FINANCE & ADMINISTRATION**  
**COMMITTEE MEETING**  
**September 13, 2007**

**CALL TO ORDER & ROLL CALL**

The Finance and Administration Committee Meeting was called to order by Chairperson Tuman at 7:00 p.m. Present at roll call were Trustees Cramer, Figurski, Menzel, and Tuman. Also present were Trustees Pelletier and Bowman, Administrator Osten, Police Chief Polston, Lt. Lukasik and Treasurer Toppel.

**APPROVAL OF AUGUST 9, 2007 MEETING MINUTES**

*Trustee Figurski made a motion to approve the meeting minutes for August 9, 2007. The motion was seconded by Trustee Cramer and approved by a roll call vote of four yes votes.*

**RESIDENT'S COMMENTS**

Glenn Kayler inquired if site and soil evaluations have been done on the proposed Streets & Parks Facility site. He was also concerned if sewage would be at the facility. He was informed that the evaluations were done and it was just a Streets & Parks facility.

**APPROVAL OF REPORTS FOR AUGUST**

*~ Trustee Tuman made a motion to recommend approval of the Accounts Payable Report for August 2007 to the Village Board. The motion was seconded by Trustee Menzel and was approved after some questions by a roll call vote of four yes votes.*

Trustee Figurski inquired about the budget for Foxfest and also a report on the expenditures. Toppel said she would relay this request to Clerk Brouder.

~The All Fund Summary was reviewed.

~Accounts Receivable Report was reviewed and Toppel informed them that Preferred Development would be sending a check September 20<sup>th</sup>.

**PURCHASE REQUESTS/PAYMENTS**

**GIS Software - \$1,900**

*Trustee Tuman made a motion to purchase GIS software for \$1,900. The motion was seconded by Trustee Menzel and approved by a roll call vote of four yes votes.*

**Wastewater Treatment Plant, Payment #7 Maxim Construction - \$80,838.60**

*Trustee Tuman made a motion to approve payment to Maxim Construction in the amount of \$80,838.60 for work completed on WWTP Phase 2. The motion was seconded by Trustee Figurski and approved by a roll call vote of four yes votes.*

**Squad Car Replacement - \$22,000**

*Trustee Tuman made a motion to approve purchase of a replacement squad car and changeover from the totaled squad car in the amount of \$22,000. The motion was seconded by Trustee Menzel and approved by a roll call vote of four yes votes. The car can be ordered tomorrow.*

**B & W MFT Engineering \$7,496.86**

*Trustee Tuman made a recommendation to approve payment to Baxter & Woodman in the amount of \$7,496.86 for the MFT engineering upon final review at the Board meeting. The recommendation was seconded by Trustee Figurski and approved by a roll call vote of four yes votes.*

**Arbitrator Cancellation Fee \$1,750**

*Trustee Tuman made a motion to approve payment for the arbitrator for the Police Union negotiations in the amount of \$1,750. The motion was seconded by Trustee Menzel and approved by a roll call vote of four yes votes.*

**Garage Repairs, Butler**

After a brief discussion and a voice vote it was decided that the garage repairs should be sent back to the Public Works Committee.

**Police New Hire**

*Trustee Tuman made a motion to proceed with all the remaining steps required to hire new police officer. The motion was seconded by Trustee Figurski and approved by a roll vote four yes votes.*

**ADMINISTRATION REPORT**

**Grant Status**

Osten reported that Senator Manzullo's office is checking into the engineering costs of the Phase II WWTP Project not being reimbursable via the EPA STAG grant.

**6/22/08 Bike Race Approval**

*Trustee Tuman made a recommendation to the Village Board to approve the Bike Race for June 22, 2008. The recommendation was seconded by Trustee Menzel and approved by a roll call vote of four yes votes.*

~ Trustee Tuman made a recommendation to approve payment of \$1,092 to Urban Forest Management at the Village Board Meeting.

~ A brief discussion took place about Cuba Township re-assessing property every four years and encouraging Algonquin Township to do the same.

**OTHER BUSINESS.**

**Ordinance: Recovery Attorney's Fee**

*Trustee Tuman made a recommendation to the Village Board to approve the Ordinance: Recovery of Attorney Fees.* The recommendation was seconded by Trustee Menzel and approved by a roll call vote of four yes votes.

**S& P Facility**

A lengthy discussion took place about the Streets & Parks Facility, no decisions were made items discussed were:

- ~ Contingency is too high,
- ~ Site elevations should be done
- ~ Building facility in stages
- ~ Establish a budget then work from there
- ~ Has Lake County Stormwater approved plans yet?
- ~ Other types of buildings/structures
- ~ Flooding/draining of properties in Welch's subdivision

**ADJOURNMENT**

*Trustee Tuman a motion to adjourn the Finance and Administration meeting at 8:30 p.m.* The motion was seconded by Trustee Cramer and approved by a voice vote of four yes votes. Meeting adjourned.

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James B. Tuman, Chairperson

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Penny Toppel, Secretary

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Date Approved