

**FINANCE & ADMINISTRATION**  
**COMMITTEE MEETING**  
**March 12, 2009**

**CALL TO ORDER & ROLL CALL**

The Finance and Administration Committee Meeting was called to order by Trustee Tuman at 7:00 p.m. Present at roll call were Trustees Cramer, Figurski, Menzel, and Tuman. Also present was Trustees Bowman and Pelletier, Administrator Osten, Police Chief Lukasik, Sgt. Domagala, Supt. of Public Works Huizinga and Treasurer Toppel. In the audience was Suzanne Blohm, Michael Ireland, and Robert Nunamaker.

**APPROVAL OF February 12, 2009 MEETING MINUTES**

*Trustee Figurski made a motion to approve the February 12, 2009 meeting minutes. Motion seconded by Trustee Cramer and approved by a roll vote of four yes votes.*

**APPROVAL OF REPORTS FOR FEBRUARY**

*~ Trustee Tuman made a motion to recommend approval of the Accounts Payable Report for February 2009 to the Village Board. Motion was seconded by Trustee Menzel and was approved by a roll call vote of four yes votes.*

*~All Funds Summary was reviewed.*

*~ Accounts Receivable Report was reviewed and Glotell should be taken out of AT&T escrow account..*

**PURCHASE REQUESTS/PAYMENTS**

**B& W GIS Contract - \$8,300**

*Trustee Tuman made a motion to approve setting-up the base map, training, and zoning map layer from Baxter & Woodman not to exceed \$8,300. The motion was seconded by Trustee Figurski and approved by a roll call vote of four yes votes.*

**WWTP Lights - \$2,600**

*Trustee Tuman made a motion to purchase light fixtures for the top of the poles at the WWTP for \$2,600. The motion was seconded by Trustee Figurski and approved by a roll call vote of four yes votes.*

**Manhole Repairs-\$10,000 (National Power Rodding)**

*Trustee Tuman made a motion to have National Power Rodding repair manholes (ongoing capital project) and not to exceed \$10,000. The motion was seconded by Trustee Figurski and approved by a roll call vote of four yes votes.*

**B & W MFT Engineering Agreement , Amendment \$8,000**

*Trustee Tuman made a motion to amend the Engineering Contract for the MFT 09/10 Road Program by increase it \$8,000 for the residents request items except the Millard Ave stormwater runoff. The motion was seconded by Trustee Figurski and approved by a roll call vote of four yes votes.*

**ADMINISTRATION REPORT**

**Grant Status**

- ~The Federal Stimulus for Algonquin Road will be decided the day of the Board Meeting and what amount would be funded of the \$300,000 project.
- ~The salt rebates legislation is moving along and our portion would be for \$28,000.
- ~the grant for the Police Car Printer will be for \$4,000 and McHenry County might purchase the mounting brackets for \$485.

**Contract Inspection Service**

Osten reported that the Public Health & Safety Committee was pleased with the property maintenance work that B & F did and he has not checked with other firms. *Trustee Tuman made a motion to enter into a contract with B&F Technical Code Services for doing the Building & Zoning work. The motion was seconded by Trustee Menzel and approved by a roll call vote of four yes votes.*

**SKYTEL Lease**

Osten informed the Committee that Skytel has not paid on their water tower antenna lease since October and if we do not hear from them, we will flip off the switch at the end of this month.

**OTHER BUSSINESS**

**IDOT MFT Roadwork Resolution**

*Trustee Tuman made a motion to approve the IDOT MFT resolution for the 09/10 roadwork. The motion was seconded by Trustee Figurski and approved by a roll call vote of four yes votes.*

**Road Condition Survey**

The Road Condition Survey Committee of Zintl, Huizinga, Pelletier, Figurski and Osten will have their finding next month. It looks as if a software package will be included and we can put in information and get a price for repairing/re-paving roads.

**Letter to Townships requesting Snowplowing/Salt Proposals**

*Trustee Tuman made a motion to have Administrator Osten write letters to Algonquin and Cuba Townships asking for proposals to do our snowplowing/salting of our roads.*

Finance & Administration Committee March 12, 2009

The motion was seconded by Trustee Cramer and approved by a roll call vote of four yes votes.

**09/10 Budget Review**

The 09/10 budget was presented to the Committee and a lengthy discussion followed. See the attached memorandum with the changes requested. The salaries for the non-union employees will be discussed at the Board meeting in April.

**ADJOURNMENT**

*Trustee Menzel made a motion to adjourn the Finance and Administration meeting at 9:50 p.m.* The motion was seconded by Trustee Figurski and approved by a voice vote of four yes votes. Meeting adjourned.

---

James B. Tuman, Chairperson

---

Penny Toppel, Secretary

---

Date Approved