

FINANCE & ADMINISTRATION
COMMITTEE MEETING
September 10, 2009

CALL TO ORDER & ROLL CALL

The Finance and Administration Committee Meeting was called to order by Trustee Menzel at 7:01 p.m. Present at roll call were Trustees Figurski, Ireland, and Menzel. . Trustee Tuman was absent. Also present was President Nunamaker, Administrator Osten and Treasurer Toppel.

APPROVAL OF AUGUST 13, 2009 MEETING MINUTES

Trustee Menzel made a motion to approve the August 13, 2009 meeting minutes. Motion seconded by Trustee Figurski and approved by a roll vote of three yes votes.

VISITOR/RESIDENTS COMMENTS

Jim & Valerie Florine of Ron's Tidy Tank came and said that the revenue will be way down and they are not punishing the Village but their revenues are also down because at times they can't service their customers if trucks are filled after hours. He wanted to know if we could come up with a different solution. Trustee Menzel said this item will be discussed at the Public Works Meeting in October.

Auditor's Presentation: John Albanese – Eder, Casella & Co

John Albanese of Eder, Casella & Co did a short audit presentation and explanation. He asked if anyone had any questions. The Finance Committee had several questions that were adequately answered by John Albanese.

FINANCE REPORT

APPROVAL OF REPORTS FOR AUGUST

~ Trustee Menzel made a motion to recommend approval of the Accounts Payable Report for August, 2009 to the Village Board. The motion was seconded by Trustee Figurski and was approved by a roll call vote of three yes votes..

~All Funds Summary was reviewed.

~ Accounts Receivable Report was reviewed.

PURCHASE REQUESTS/PAYMENTS

IMS Street Survey

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Trustee Menzel made a motion to authorize payment to IMS for work completed on the Street Survey in the amount of \$2,304. The motion was seconded by Trustee Figurski and approved by a roll call vote of three yes votes.

Natural Gas Franchise, DuPage Mayors & Managers Conference \$500

Trustee Menzel made a motion to approve payment to the Dupage Mayors & Managers Conference to draw up a model natural gas franchise agreement. A brief discussion followed and the Committee wanted to know when our agreement expires and if there will be more costs. Osten stated that our agreement expires in 2015 and yes more costs are likely and Osten said they should be according to size of entity. The motion was seconded by Trustee Figurski and approved by a roll call vote of two yes votes and Ireland voting no.

Manhole Linings, Advance Underground Inspections - \$10,000

Trustee Ireland made a motion to approve a contract with Advance Underground Inspections to do manhole linings (sewer rehab) in the amount of \$10,000, if Zintl or Huizinga goes to Board Meeting and explain the need for the contract. The motion was seconded by Trustee Menzel and approved by a roll call vote of three yes votes.

Pressure Washer (Used), Landa - \$1,900

Trustee Ireland made a motion to approved purchase of a used pressure washer for \$1,900, if Zintl or Huizinga goes to Board Meeting and explains the need for the contract. The motion was seconded by Trustee Figurski and approved by a roll call vote of three yes votes.

Tree Removal, 228 Lexington, Homer - \$1,280

Trustee Menzel made a motion to have a tree removed by Homer at 228 Lexington in the amount of \$1,280. After a brief discussion, it was decided to send this item back to Public Works for further discussion.

Drywell/Catch Basin/Culvert, Grove Concrete - \$1,513.35

Trustee Menzel made a motion to purchase a drywell/catch basin/culvert from Grove Concrete in the amount of \$1,513.35 to help drainage on Concord Avenue at a low spot Public Works will do the installation. The motion was seconded by Ireland and approved by a roll call vote of three yes votes.

Road Striping, Marking Specialists - \$3,247.00

Trustee Menzel made a motion to approve bid from Marking Specialists for striping the north side of tracks at Lincoln, Algonquin and Foxmoor in the amount of \$3,247.00 using traffic paint. The motion was seconded by Trustee Ireland and approved by a roll call vote of three yes votes.

09/10 Road Program, Schroeder Asphalt - \$364,574.64

Trustee Menzel made a motion to approve payment to Schroeder Asphalt in the amount of \$364,574.64 for the 09/10 Road Program for work completed. The motion was seconded by Trustee Figurski and approved by a roll call vote of three yes votes.

Ultraviolet Bulb Replacement, Trojan - \$6,500

Trustee Menzel made a motion to approve a purchase of 24 ultraviolet bulbs from Trojan for the wastewater treatment plant not to exceed \$6,500. The motion was seconded by Trustee Ireland and approved by a roll call vote of three yes votes.

MCMRMA PAMENT

Osten presented a payment request by MCMRMA for our second half of the liability insurance in the amount of \$72,400. After a brief discussion, this item will be put on the Village Board agenda as a separate item because it's not on the Finance agenda.

ADMINISTRATION REPORT

Grant Status

Osten reported that the only new item is the Recovery Zone Economic Development Bond for 1.238,000 and the County Board will vote on it Tuesday, September 15th.

Barrington Hills Intergovernmental Agreement, Police Antenna

A discussion took place about the Barrington Hills Police Antenna on our water tower. The Committee decided that an intergovernmental agreement intergovernmental agreement could be achieved if it is agreed with Barrington Hills that no cell towers be built near our borders and also as long as no boundary agreements are in the agreement. When the agreement is in place then the antenna on our water tower can be turned on for their police. The Finance Committee also would like the agreement to include that Barrington Hills will pay all legal fees to develop the intergovernmental agreement since it is for their benefit.

ZBA: Norge Cell Antenna

Trustee Menzel made a motion to approve a zoning special use permit for a cell antenna at Norge Ski Jump ZBA case 2009-05. The motion was seconded by Trustee Figurski and approved by a roll call vote of three yes votes.

Emergency Notification Spreadsheet

Trustee Menzel made a motion to use Nixle as our emergency notification system for a year as a trial and see what the response is. The motion was seconded by Trustee Ireland and approved by a roll call vote of three yes votes.

ADJOURNMENT

Trustee Menzel made a motion to adjourn the Finance and Administration meeting at 8:40 p.m. The motion was seconded by Trustee Ireland and approved by a voice vote of three yes votes. Meeting adjourned.

Gerald D. Menzel, Chairperson

Penny Toppel, Secretary

Date Approved