

FINANCE & ADMINISTRATION
COMMITTEE MEETING
JANUARY 13, 2011

CALL TO ORDER & ROLL CALL

The Finance and Administration Committee Meeting was called to order by Trustee Menzel at 7:00 p.m. Present at roll call were Trustees Blohm, Figurski, and Menzel. Also present was Village President Nunamaker, Trustee Knar, Administrator Osten, and Treasurer Toppel. Trustee Tuman came at 7:05 p.m.

APPROVAL OF DECEMBER 9, 2010 MEETING MINUTES

Trustee Menzel made a motion to approve the December 9, 2010 meeting minutes. Motion seconded by Trustee Figurski and approved by a roll call vote of two yes votes and Trustee Blohm abstained.

RESIDENTS COMMENTS

None present at this time.

FINANCE REPORT

APPROVAL OF REPORTS FOR DECEMBER

~ *Trustee Menzel made a motion to recommend approval of the Accounts Payable Report for December, 2010 to the Village Board.* The motion was seconded by Trustee Blohm and approved by a roll call vote of four yes votes.
~ All Funds Summary was reviewed.
~ Accounts Receivable Report was reviewed and Osten told Toppel to hold the Talon Escrow until he can talk to the attorney.

Designation of General Fund Reserves

Osten reviewed the General Fund designations for GABA 45.
Trustee Blohm made a motion to the Village Board to recommend using the designations at the end of the year for committed and assigned fund balances and to have the resolution prepared for the next Finance Meeting. The motion was seconded by Trustee Figurski and approved by a roll call vote of four yes votes.

PURCHASE & PAYMENT REQUEST

Schroeder Asphalt Services -\$193,623.79/\$494,083.23/\$1,049,871.99

Trustee Menzel made a motion to the Board to approve payment to Schroeder Asphalt Services in the amount of \$193,623.79 for the 3rd payment for the 2010/2011 Road Program. The motion was seconded by Trustee Blohm and approved by a roll call vote of four yes votes.

B & W: Garage Grading & Stormwater Permit-

\$5,892/\$10,510.50/\$27,000/\$4,524.50/\$5,995/\$27,000

Trustee Menzel made a motion to the Board to approve payment to Baxter & Woodman \$5,892 for the grading & stormwater Site Improvements. The motion was seconded by Trustee Tuman and approved by a roll call vote of four yes votes.

Koenig & Strey: \$452.60/\$40,986.98/\$52,500

Trustee Menzel made a motion to the Board to approve payment to Koenig & Strey for the Downtown Redevelopment for \$452.60. The motion was seconded by Trustee Figurski and approved by a roll call vote of four yes votes.

FRG/CARY Water Sampling

Trustee Menzel made a recommendation to the Board to approve the Cary/Fox River Grove Water Quality Sampling Program per outlined in January 5, 2011 Baxter & Woodman letter cost \$2,800. The motion was seconded by Trustee Blohm and approved by a row call vote of four yes votes.

ADMINISTRATION REPORT

Grant Status

Nothing new in the grants.

Ordinance: Elected/Appointed Officials Stipend (Housekeeping)

Trustee Menzel made a motion to the Board to approve an Ordinance amending Chapter 2 Sections 41, 69, 226, 238, and 253 salaries and compensation of members to read stipend instead of salaries. The motion was seconded by Trustee Blohm and approved by a roll call vote of four yes votes.

N.IL Municipal Gas Franchise Consortium - \$2,073.77

After a discussion, it was decided that Administrator Osten should send a letter to the Northern Illinois Municipal Gas Franchise Consortium saying that they should approach the legislators about adding franchise fee from the gas utilities. The Village's franchise agreement is up for renewal in 2015 and at this time, we can't spend what they consider to be our share of costs. ***Trustee Figurski made a motion to pull out of the Northern Illinois Municipal Gas Franchise Consortium.*** The motion

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was seconded by Trustee Tuman and approved by a roll call vote of four yes votes.

OTHER BUSINESS

Koenig & Strey Contract Addendum

Trustee Menzel made a motion to the Board to postpone any further work by Busse Consulting until after a meeting with the Sub Committee and possibly until after the election to see which direction the Village will take. The motion was seconded by Trustee Figurski and approved by a roll call vote of four yes votes. Trustee Figurski also said that the Village should keep in touch with Koenig & Strey and they should keep in touch with the residents. This will be discussed more at the Board in January.

Busse Consulting -\$1,518.80

Trustee Menzel made a motion to the Board to approve payment to Busse Consulting in the amount of \$1,518.80 for work completed. The motion was seconded by Trustee Figurski and approved by a roll call of four yes votes.

2011/2012 Budget Calendar & Instructions

Osten discussed the budget calendar. Osten will report at the February Finance Committee. By that time, the Budget Committee will have met with the Department Heads. It was decided that requests by the Trustees should be sent to Osten before January 27th and he will comprise a list. Some of the issues mentioned were cutting overtime and fund-raising by the Park Commission.

Toppel asked if anyone had questions on the tree lighting expenses.

President Nunamaker also talked about his idea of encouraging employees to come up with money saving ideas. If an idea saves at least \$1,000 an employees could earn \$100. Trustee Menzel said if the Village Hall is closed on Saturday that would save the overtime and it's his idea.

ADJOURNMENT

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

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Gerald D. Menzel, Chairperson

Penny Toppel, Secretary

Date Approved