

**CHANNAHON VILLAGE BOARD
COMMITTEE OF THE WHOLE MEETING
NOVEMBER 17, 2014**

Village President Joe Cook called the meeting to order at 6:00 p.m. with Trustees Greco, McMillin, Schumacher, Scaggs and Slocum present. Trustee Militello was not in attendance.

Also present were Village Administrator Thomas Durkin, Village Attorney Dave Silverman, Police Chief Jeff Wold, Director of Public Works Ed Dolezal, Director of Community Development & Information Systems Mike Petrick, Finance Director Heather Morandi and Village Clerk Patricia Perinar.

ADMINISTRATION DEPARTMENT

No Formal Items for Discussion.

COMMUNITY DEVELOPMENT & INFORMATION SYSTEMS

No Formal Items for Discussion.

FINANCE DEPARTMENT

2014 Audit by Ed Marso with Wermer, Rogers, Doran & Ruzon, LLC

Finance Director, Morandi, introduced Ed Marso to the Board stating he was here to give a presentation of the 2014 Audit.

Mr. Marso stated that the audit went very well with very few findings. They are required to report any material weaknesses or significant deficiencies that they find. They did not find either. A management letter was issued recommending a few housekeeping points which included the suggestion of budgeting a line item for contingencies which would be for unexpected things that would come up which would allow for more cushion and avoid having to amend the budget. Another suggestion was to find a software package that would help to track capital assets rather than the method currently used. All the funds across the board have a positive fund balance.

Morandi informed the Board that the capital tracking asset should be a component of the new financial software. Village President Cook thanked Marso for the presentation and for the wonderful service they provide to the Village.

Proposed 2014 Tax Levy

Finance Director Morandi provided the Board with a number of handouts in regard to the tax levy. Morandi informed the Board that the EAV is continuing to decrease and that this is the fifth year where a decrease has occurred. Morandi went over a number of proposals for the Board to review, breaking down the different components within the proposal. She provided the Board with five different scenarios.

VP Cook asked Morandi for her recommendation. Morandi stated she is between options C, which stays below 5% and D, which allows for more money but is over the 5%. VP Cook requested Morandi to put together some more projections of where the income tax local distributive fund was going to be, the MFTø, and the sales tax projection for next year, taking

into account the losses from the rebate fund. VP Cook felt having this information may help the Board to make a decision. VP Cook also asked Morandi to do some research to see what Grundy County has done in the past in regard to the EAVs. VP Cook asked Administrator Durkin to take a look at possible big expenses that may be forthcoming, like possible unfunded mandates which are not part of the budget. After discussion between the Board, the members felt with the current information provided, it was in the Village's best interest to choose the status quo option.

POLICE DEPARTMENT

No Formal Items for Discussion.

PUBLIC WORKS DEPARTMENT

Purchase of Street Lighting Equipment

Public Works Director Dolezal stated recently several lights have been damaged or knocked down along Route 6. The quote from Crescent Electric Supply Company of Joliet shows break down costs of street lights on purchasing one, three and five quantities. By purchasing the five, two will be used to replace current knock downs and allow us to have three for inventory which will save the village approximately \$1,100 per pole or about \$5500.00 overall.

The total cost to purchase the five light poles will be \$21,963.80. These poles are not budgeted but costs are typically recovered from the entity that knocks the poles down.

Trustee Scaggs wanted to know if quotes were received from other companies. Dolezal stated that CESC is the supplier of the equipment we have. Trustee Scaggs wanted to know if any of the parts are reused. Dolezal stated they do reuse what they can unless it was in an accident and is damaged.

Waste Activated Sludge Pump Repairs

Dolezal stated as part of the waste water treatment process, waste activated sludge (WAS) is transferred to sludge digesters for further treatment before being dewatered and removed offsite. The pumps used for transfer are scheduled for routine maintenance. The pumps are manufactured by Haywood Gordon. The local service provider for these pumps, Flow Technics, Inc. of Frankfort, IL was asked to submit a proposal to remove, inspect, replace, test and reinstall the WAS pumps. The cost for the rebuild is budgeted at \$22,000 in line item 31-71-632.

Utility Concrete – Improvement Completion Guarantee Reduction Request

Dolezal stated in accordance with Subdivision and Development Regulations, the developer has requested a reduction to the Improvement Completion Guarantee for improvements for steps 1 and 4. These consist of expanded material storage space, drainage swales and an expanded detention basin and will be mainly privately owned. Public Works Staff has inspected improvements and confirms they not less than 95% complete.

Per Village Ordinance, reductions of the ICG are to be a minimum 20% of original guarantee amounts. This total has been adjusted to \$64,458.00 to reflect removal of privately owned storm sewer improvements. This amount will also be used for the future maintenance guarantee.

Dolezal gave the Board an update on the McClintock Sewer Project. Dolezal attended a preconstruction meeting on the project last week. They do not anticipate work to begin until

next spring. They may start some tree removal or staging of equipment this fall. When we get notifications on the project, Dolezal will update the Board again. Trustee Scaggs wanted to know when the people in the area will be notified of the construction. Dolezal stated usually the contractor will put out a sign about one week prior to construction. The Village can put information on the web page when notification of the projects start date is given.

VILLAGE ATTORNEY

An Amendment to Aux Sable Liquid Products Settlement Agreement

Village Attorney, Silverman, stated this amendment is to an accommodation to correct mistakes made within the document.

**Submitted by
Patricia Perinar
Village Clerk**