

MINUTES
Special Meeting of the Committee of the Whole
Monday, March 21, 2016
KALLSEN CENTER - 7:15 p.m.

Members Present: B. Maher, Village Trustee
 T. J. Grady, Village Trustee
 M. Pannitto, Village Trustee
 J. Vandenberg, Village Trustee
 B. Brady, Village Trustee
 B. Younker, Village Trustee
 D. Seaman, Village Mayor
 P. Rea, Village Clerk

Members not Present: None

Staff Present:

D. Niemeyer, Village Manager
M. Mertens, Assistant Village Manager
S. Tilton, Assistant Village Manager
B. Bettenhausen Village Treasurer
A. Brothen, Assistant Treasurer
E. Scholz, Senior Accountant
R. Gibson, Senior Accountant
A. Bayer, Senior Accountant
S. Neubauer, Police Chief
K. Dunn, Fire Chief
K. Dunn, Assistant Fire Chief
D. Riordan, Deputy Fire Chief
K. Workowski, Public Works Director
B. Bennett, Commission Secretary

Item #1: Call Meeting to Order - Trustee Maher called the meeting to order at 7:16 p.m.
Village Clerk Rea did the roll call.

Present and responding to roll call were the following:

Village Mayor Pro-Tem: Brian S. Maher
Trustees: T.J. Grady
 Michael J. Pannitto
 Brian H. Younker
 Bernard E. Brady

[minutes should note the arrival of the Mayor to the meeting since he was not present at the start of the meeting.]

A concerned citizen [if we know name, it should be used instead of “concerned citizen”] addressed the Committee contending that the meeting was in violation of the Illinois Open Meeting Act. He contended that there was not a 10 day notice posted in advance of the meeting. He asked for an immediate adjournment.

The Village Manager, David Niemeyer advised the citizen that this was a special meeting and that notice was posted at least 48 hours in advance as required (5 ILCS 120/2.02(a)). The meeting proceeded as scheduled.

Item #2-Consider Approval of the Minutes of the regular meeting of the Committee of the Whole Meeting on March 10, 2016 – Motion was made by Trustee Younker, seconded by Trustee Brady to approve the minutes of the Committee of the Whole Meeting held on March 10, 2016. Vote by voice call. Trustee Maher declared the motion carried.

Item #3- DISCUSS 2017 FISCAL YEAR BUDGET REQUEST

Overview of Economic Outlook: Clerk Rea presented an economic overview including National, State and Local perspectives.

Revenue Projections: Treasurer Brad Bettenhausen presented an overview of the 2016 projected year end revenues as well as the 2017 revenue projections.

Review Annual Budget Memo: Trustee Maher presented an overview of the objectives for the meeting noting that the operating budgets for all departments and commissions had previously been reviewed and discussed on March 5, 2016 by the respective Board committees. Unless a Board member wished to revisit something in the operational budgets, the primary focus of this meeting would be regarding the capital, new personnel, and new initiatives requests.

Budget Review: Village Manager, David Niemeyer provided an overview of the Capital, new personnel, and new initiatives requests. As the requests had significantly exceeded the expected available funds as had been presented to the Committees on March 5, 2016 the Manager and Treasurer had suggested adjustments to reduce the recommendations to meet the availability of funding considering departmental and overall priorities. The Board was advised that after this review, there was approximately \$1.9 million in regular capital funds, \$1 million in Surtax capital funds, and \$500,000 in video gaming revenues that were available to the Board to consider funding additional items or projects.

Upon review and discussion by the Village Board, specific action items discussed at the meeting included:

- Village Board: Internal Auditor position funding was increased from the recommended \$60,000 to \$100,000. It was also recommended that this be budgeted as a employee position versus contractual services.
- Police Staffing: The request for 2 Community Service Officers was recommended for inclusion for the full year amounts Discussions supported the need for both positions being hired.

- Fire Department: Remodeling and expansion of Fire Station 3 was increased to \$2.5 million. This was recognized as not enough to address the estimated remodeling or replacement costs, but would establish a reserve toward that objective.
- Municipal Building: The part time Seasonal II request was restored.
- Cameras: \$100,000 was added to the request for camera replacements to add additional cameras with a priority to the entrances to the Brookside Marketplace shopping area.
- Main Street South: The priority need to construct the off-site stormwater detention pond was discussed as it is required if any development of substance is to occur in the downtown area (Main Street South TIF). Funding for the public improvements that have previously been approved for the South Street project, assuming that the project were moving forward, would not be required until the following budget year (Fiscal 2018). A proposed transfer/loan from the Main Street North TIF has been included in the budget to be used toward the pond project.
- Sidewalks: Discussion occurred on constructing missing segments of sidewalk throughout town. Public Works Director Kevin Workowski indicated that the sidewalk gap lists need to be updated. The Committee recommended adding \$100,000 toward completing sidewalks where gaps exist.
- Construction of the proposed downtown plaza on the site of the current North Street commuter parking lot was discussed. It was recognized that there are a number of unresolved questions including how much parking could be relocated, and where it can be relocated to. The parking lot is also utilized by the business community for employees and patrons and must be considered. The cost of the plaza would also be dependent on what amenities are included and needs to be reviewed. The cost estimates that were developed now have some aging and need to be updated based on what the Board would like to now construct. It was suggested to allocate the Main Street Development Trust funds toward this project plus some of the available capital and Surtax funds and the video gaming funds. Further discussion is required.

Village Manager, David Niemeyer requested guidance on pay range adjustments for the upcoming fiscal year. A survey of neighboring and comparable communities supports the suggested 2.5% for non-bargaining unit employees. The Public Works contract calls for a 2.5% increase. The Police contract expires at the end of April 2016 and a new contract is in negotiations.

The Fiscal Year 2017 proposed budget will be made available for public inspection on March 29th in advance of the Public Hearing to be held on April 5, 2016. The first reading of the Fiscal Year 2017 proposed budget will occur at the Village Board meeting also on April 5, 2016. The budget is scheduled to be adopted at the April 19, 2016 Board meeting.

Public Comments

Concerned Citizens asked:

Citizen questioned the security camera issues. What type of consultation are you seeking? Is there an internal consultant? Trustee Maher advised the Village would likely seek bids for installation of new security cameras. With regard to equipment replacements, many of the components are available through Federal or State purchasing contracts or other cooperative

purchasing programs which would not require seeking independent bids, The Village would likely issue an RFP for new camera installations.

Citizen asked if we have mechanics at the garage. Why do we do service contracts on equipment and not do repairs in-house? Public Works Director Workowski advised we do send out certain repairs where warranty or specialized work is required.

Citizen asked what staff was being released. Trustee Maher advised no one was released, but requests for new hires were mostly delayed to the middle of the next year.

He also asked what the cost of the Mental Health Center would be to us. Mayer Seaman replied with \$16 million is the estimated costs if we were to move forward with the purchase, demolition, and environmental cleanup.

Citizen asked how many Managers other surrounding towns have. He suggested the Village Manager needs to negotiate no raise for the non union employees.

Citizen stated the planters in medians are very costly to maintain. They are also dangerous to the sight lines coming out of some parking lots.

Citizen questioned part time positons mentioned in the meeting.

Citizen questioned the painting of the fire hydrants. Why aren't kids from the Village doing it? Trustee Maher told him the sand blasting is something the kids couldn't do.

Citizen asked why we don't employ people from the Village who need work.

Citizen questioned amounts entered into the budget. Treasurer Bettenhausen advised that based on the suggestions given in this meeting the budget will be adjusted to present the proposed budget as recommended by the Board. The budget will be available for public inspection no later than March 29, 2016 and prior to the public hearing scheduled for April 5, 2016. If the Board recommends any further changes after the public hearing, they will be incorporated for adoption on April 19, 2016.

Citizen asked what the policy is for officers using their squad cars for personal use. Police Chief Neubauer advised if he had a question about a specific thing he could email him.

ADJOURNMENT

Motion was made by Trustee Younker, seconded by Trustee Brady to adjourn the Special Committee of the Whole Meeting. Vote by voice. Trustee Maher declared the motion carried and the meeting was adjourned at 9:30 p.m.