

**VILLAGE OF SOUTH BARRINGTON  
MINUTES OF THE FINANCE COMMITTEE MEETING  
HELD MARCH 31, 2014**

**CALL TO ORDER**

The meeting was called to order by Committee Chairman Matuska at 9:03 a.m.

**ROLL CALL**

Members present: Chairman Matuska, Trustee Abbate, Trustee Stagno.

Staff present: Mayor McCombie, Administrator Masciola, Finance Officer Bodie, and Secretary Latoria.

**APPROVAL OF MINUTES**

Chairman Matuska asked for a Motion from the Committee to approve the Minutes of the meeting held March 10, 2014 as presented. Trustee Abbate made a Motion. Trustee Stagno seconded. By unanimous vote the Motion was passed.

**AGENDA ITEMS**

Reservation of 2014 Volume Bond Cap

Administrator Masciola gave a brief overview of the resolution required to be approved by May 1<sup>st</sup> that will be presented to the Board of Trustees at the April 10 Board meeting. Chairman Matuska asked for a Motion from the Committee to recommend the Reservation of the 2014 Volume Bond Cap to the Board of Trustees. Trustee Stagno made a Motion. Trustee Abbate seconded. By unanimous vote the Motion was passed.

Review of Public Works Draft FY 2014/15 Budget

Chairman Matuska asked if there were any items for discussion. Mayor McCombie stated that she, Mr. Masciola, and Mr. Wolfel had met with Nancy Schum whose company has a program that can be integrated with Baxter Woodman to map on GSI all of the culverts and ditches on the right of way in the Village. Mayor McCombie further stated that the program cost would be approximately \$27,000 which would identify all ditches and private and public culvert pipes in the Village with the exception of The Woods which has previously been done. The program would identify every ditch and culvert pipe in the Village with their elevations, pictures, and any existing problems. Mayor McCombie stated that the program would give the Village a data base for the ditches and culvert pipes and could possibly identify future drainage issues.

The Committee agreed to increase the budget for Engineering Service Projects from \$20,000 to \$35,000 to accommodate the program. Chairman Matuska suggested the Village should contact each Homeowner's Association to determine if they know of any current drainage issues in their individual subdivisions. The Committee agreed. Administrator Masciola stated that the Village should also be receiving a Grant for the Village-wide recycling carts. The Board agreed to continue discussion of the Public Works Budget at the Public Works meeting scheduled for 4/1/14.

#### Review of Draft FY 2014/15 Budget

Officer Bodie stated that the revenue items that were modified were highlighted in grey. The FY 2014/2015 budgeted revenues is \$6,700,000 compared to the FY 2013/2014 projected revenue total of \$6,667,000. Officer Bodie stated that the expense changes have also been highlighted in grey including the addition of \$10,000 for Village-wide recycle carts expense for the 10% Village match as required by the grant. Trustee Stagno asked, under salaries, how many employees are included in that figure? Officer Bodie stated Village budget is always at full staff. Officer Bodie further stated that she would send him approved staffing levels for each year. Under Special Funds, Officer Bodie stated that the motor fuel tax figure of \$110,050 in revenue is an IML generated estimate and the Village should also get another \$16,000 from Illinois Jobs Now Grant which has not been budgeted. Officer Bodie stated that a FY 2013/2014 supplemental budget appropriation will be necessary for Fund 5 - Capital Projects because they will be exceeding the budgeted construction costs for this year. Mayor McCombie stated that some of the items such as the parking lot were not in the original bid. Officer Bodie stated that while Capital Projects fund balance is shown as (\$440,000) at the end of FY2014/2015, it should be offset by cash transferred from the General Fund under the reserve policy at the end of this fiscal year. Chairman Matuska asked if the numbers included an update to the Comprehensive Plan? Administrator Masciola stated they were not included. The Board decided to add an additional \$10,000 for the Comprehensive Plan budget. Mayor McCombie stated that they are still reviewing the option of a police bike patrol although this item was not included in the current police budget. Officer Bodie stated that she will try to get more information from the Village of Naperville who currently has police bike patrols. Mayor McCombie stated that they are still waiting for a proposal from interested police officers to be presented to the Village. Officer Bodie stated the final AMC bond payment is due 4/30/15. The Village will have to make some important decisions on how to transfer AMC payment of amusement taxes to the Village. Officer Bodie further stated that this should be reviewed this summer with the Village attorney. Officer Bodie stated that Fund 11 will be the new combined Water & Sewer Utility Operating Fund which budgeted a \$20,000 loss. Officer Bodie stated that this is not an issue because there is excess cash in the combined fund and the budget provides for several maintenance projects.

Administrator Masciola stated that Fund 16 includes the Air Valve Release Project and \$150,000 estimated cost for sewer relining. Administrator Masciola stated that the costs for the Air Valve Release Project should be known in the next few weeks along with the integrity of the pipe for relining costs. Trustee Stagno asked who will be guaranteeing the materials? Administrator Masciola stated that it should be the manufacturer. The Committee recommendation to add \$10,000 to the Comprehensive Plan, \$15,000 to Public Works Special Projects, and no funds at this time for the yet to be presented Bicycle Police Patrol Program, Chairman Matuska asked for a Motion from the Board to bring the Draft FY 2014/15 before the Board of Trustees at the April Trustees Board Meeting. Trustee Abbate made a Motion. Trustee Stagno seconded. By unanimous vote the Motion was passed.

#### Review of 2014 Village Insurance Program Renewal with Arthur J. Gallagher Risk Management Services, Inc.

Officer Bodie gave a brief overview of the three insurance quotes that had been received. Chairman Matuska asked which would be the most feasible from the quotes received? Officer Bodie stated that the most feasible plan would be to renew with the Village's current carrier. Chairman Matuska asked if the Village has taken advantage of filing claims for any of the water and sewer equipment that they have had issues with that may have been covered under the insurance? Officer Bodie stated that she will find out more about the claim process.

Mayor McCombie leaves meeting at 10:50 a.m.

Chairman Matuska asked for a Motion from the Board to recommend renewal of the insurance plan with the current carrier to the Board of Trustees at the April Trustees Board meeting. Trustee Abbate made a Motion. Trustee Stagno seconded. By unanimous vote the Motion was passed.

#### FY2014/15 Sewer and Water System Improvements

Administrator Masciola stated that the highlighted items on the distributed handout represent items that were completed. The additional items that could still be done for this year are the fluoride feed pump, the pump line support, and the chloride pump feed. The sanitary manhole frame that was damaged has already been replaced. Items that can be discussed for next year are the well valve project and relining of the pipe after evaluation of the condition is completed. Administrator Masciola stated that they have also received quotes for annual maintenance of the pumps and the interim sewer operator is still currently working on a month by month basis. The Board agreed to continue discussion at the Public Works meeting on 4/1/2014.

#### Groot Contract/SWANCC Tipping Fee Discussion

Administrator Masciola explained that the tipping fee is the fee charged for the weight of refuse sent to the processing station. The residents are charged a fee, which is collected by Groot, to offset the Village's estimated tipping fee. Chairman Matuska asked for a Motion from the Board to recommend keeping the resident charge for tipping fees the same as the prior year. Trustee Abbate made a Motion. Trustee Stagno seconded. By unanimous vote the Motion was passed. The Board agreed to recommend to the Public Works Committee a Village-wide recycle and refuse program for residents.

Commercial Sewer and Water Rate Discussion

Chairman Matuska asked the Board for a Motion to recommend to the Board of Trustees to create a separate commercial sewer rate increase. Trustee Abbate made a Motion. Trustee Stagno seconded. By unanimous vote the Motion was passed. Chairman Matuska asked the Board for a Motion to recommend to the Board of Trustees an increase in the commercial sewer rate of 10%. Trustee Stagno made a Motion. Trustee Abbate seconded. By unanimous vote the Motion was passed.

**STAFF REPORT** - None

**CLOSED SESSION** - None

**OLD BUSINESS** - None

**NEW BUSINESS**

The next scheduled Finance Committee meeting will be held May 5, 2014 at 9 a.m.

**ADJOURNMENT**

Being no further business, Chairman Matuska asked for a Motion to adjourn the meeting. Trustee Abbate made a Motion. Trustee Stagno seconded. By unanimous vote the meeting was adjourned at 11:50 a.m.

Respectfully Submitted,

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Christine Latoria, Secretary

These Minutes were approved this \_\_\_\_\_ day  
of \_\_\_\_\_, 2014.

