

**VILLAGE OF SOUTH BARRINGTON  
MINUTES OF THE FINANCE COMMITTEE  
HELD DECEMBER 8, 2014**

**CALL TO ORDER**

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

**ROLL CALL**

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

Staff present: Treasurer Bodie, Secretary Latoria, and Mr. John Ambrose of Baxter & Woodman.

**APPROVAL OF MINUTES**

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

**AGENDA ITEMS**

Village Enclave request for reduction of Letter of Credit (Elias)

Mr. Ambrose discussed the items in The Village Enclave's Letter of Credit Reduction. Mr. Ambrose stated that the biggest item is the water main. Mr. Ambrose further stated although the installation of the onsite water main within the project is complete, the water main along Route 72 and Bartlett Road to connect to the municipal system is not installed. Mr. Ambrose stated that the water main improvements are not completed, tested or approved, and the Village has not accepted the water main work.

Trustee Stagno asked what has been Mr. Elias's response when asked why these things have not been done? Mr. Ambrose read an E-mail from Mr. Elias which states, "Our position is that the installation and workmanship of the onsite water main and storm sewer has been built in accordance with the approved engineering plans and has been inspected and accepted on a daily basis by a representative of Baxter & Woodman. The final testing of the water main should not disqualify the entire value of the work in place. Additionally, since a representative of Baxter & Woodman has been on site daily observing and inspecting the installation of all of the improvements, their report should also confirm the accuracy of the quantities installed to date."

Mr. Ambrose stated that they are not out there measuring quantities but are out there briefly to spot check the installation to plan specifications. Mr. Ambrose further stated that there should not be a reduction in the Letter of Credit until everything has been inspected, tested, and approved. Treasurer Bodie stated that the Letter of Credit is Mr. Elias's financing for the project. Chairman Matuska asked if there was anything that they could do materially that would change Mr. Ambrose's suggestion? Mr. Ambrose stated that they did not apply a 20% reduction against the \$58,000 for the completed value which would become \$97,000.

Mr. Ambrose stated they had recommended an additional \$50,000 Letter of Credit for the ponds to enable the Village to repair a breach. This amount was never added to the Letter of Credit.

Mayor McCombie arrived at 9:20 a.m.

The Committee agreed that they would like know if any lots have been sold in the subdivision. Mayor McCombie stated the specific type of septic systems to be used in the subdivision has not been decided. Chairman Matuska asked for a Motion from the Committee to recommend to the Board of Trustees a reduction in the letter of Credit of \$58,046.26. Trustee Stagno made a Motion. Trustee Abbate seconded. By unanimous vote the Motion was passed.

Mr. Ambrose left the meeting at 9:40 a.m.

#### Annual Tax Levy Ordinance for Fiscal Year 2014-15

Officer Bodie stated there has been no change to the preliminary Ordinance distributed last month. Chairman Matuska asked for a Motion from the Committee to recommend the Annual Tax Levy Ordinance for Fiscal Year 2014-15 to the Board of Trustees. Trustee Abbate made a Motion. Trustee Stagno seconded. By unanimous vote the Motion was passed.

#### Worker's Compensation Renewal - IL Public Risk Fund

Treasurer Bodie gave a brief summary of the Worker's Compensation renewal proposal. The renewal premiums are based in part on the Village's 5 years of workers compensation claim experience. Due to this, the premiums for calendar year 2015 are increasing approximately 25%. Chairman Matuska asked for a Motion from the Committee to recommend the Worker's Compensation Renewal to the Board of Trustees. Trustee Stagno made a Motion. Trustee Abbate seconded. By unanimous vote the Motion was passed.

Chairman Matuska stated that he had attended a Police Pension Seminar and was informed that Police Pension Board should carry liability insurance. Treasurer Bodie stated that she would discuss this with Pension Fund President Cordell and get insurance quotes for the liability insurance for the Pension Fund meeting in January.

#### East Dundee Fire District Request

Treasurer Bodie stated the Village of East Dundee has made a request of the Village to increase our home rule sales tax ¼% to fund to the East Dundee and Countryside Fire District due to a shortfall of \$500,000 in their revenues stemming from Allstate tax refunds. Treasurer Bodie distributed a report showing the Allstate refunds to date. Treasurer Bodie stated there are refunds every year, but this year's refunds to Allstate were substantial.

Chairman Matuska asked what was the current value of the Allstate land? Treasurer Bodie stated that there are two parcels that are assessed as follows: \$485,247 for

823,000 square feet and \$305,000 for 2,035,000 square feet. Trustee Stagno stated that he felt the Village should be notified even if they are not required to do so by law. Treasurer Bodie stated that she can contact Barrington Township to see what information she can obtain on the notification process.

Treasurer Bodie stated that the Village, Park District, Library, and the School District have all paid their proportional share of the Allstate refunds. Treasurer Bodie further stated the Village of East Dundee does have retail areas that are under their control that they can look at for taxing purposes. Trustee Stagno asked if East Dundee is a Home Rule? Treasurer Bodie stated yes.

Chairman Matuska asked for a decision from the Committee on the request on behalf of the East Dundee Fire District request. The Committee was in agreement to deny the request. Chairman Matuska asked for a Motion from the Committee not to bring the East Dundee Fire District request to the Board of Trustees. Trustee Abbate made a Motion. Trustee Stagno seconded. By unanimous vote the Motion was passed. Treasurer Bodie stated Village Administrator Palmer will send a response letter to East Dundee stating that, although the Village sympathizes with them, it would not be in the best interest of the Village's business partners to grant their request.

### Cell Towers

Chairman Matuska stated that the proposed tower would be located southwest of the Village Hall. Chairman Matuska further stated that there is no clause in the proposal for site restoration for the tower. Mayor McCombie stated that the location could interfere with any further development of our site. Treasurer Bodie stated that the Ordinance states that no cell towers are allowed in the Village except in manufacturing areas. Trustee Abbate stated there was a cell tower on Mundhank and Barrington Road. Treasurer Bodie will research the cell tower at that intersection. Chairman Matuska asked for a Motion from the Committee not to bring the Cell Tower proposal to the Board of Trustees. Trustee Abbate made a Motion. Trustee Stagno seconded. By unanimous vote the Motion was approved. Treasurer Bodie stated that Village Administrator Palmer will notify the cell tower company of the Committee's decision.

## **STAFF REPORTS**

Village Administrator - none

Treasurer Bodie stated that she had two items to report to the Committee. The first item as an update for the land lease with Harris Bank. Treasurer Bodie stated that the Village has a land lease with Harris Bank which expires 2/1/16. Recently, Harris recently had some water issues which the bank addressed themselves.

Treasurer Bodie stated the Village may have a potential issue with a restaurant in The Arboretum. Treasurer Bodie stated that they were behind on their August and September Food and Beverage Tax which was due in September and October. The check to pay their October tax was returned to the Village because their account had been closed. Treasurer Bodie stated that she did speak to the new principle who stated

that he was unaware of the unpaid taxes. Treasurer Bodie further stated that they will try to talk with the owner to get the situation resolved, if not, she will contact the Village Attorney or the Village insurance company to possibly file a claim.

**OLD BUSINESS - none**

**NEW BUSINESS**

Mayor McCombie stated that they have 67 applicants who passed the police written test. Mayor McCombie further stated that the cost for the background check for each applicant is \$400.00. Trustee Abbate stated that it is difficult to do the interview without the background check being done first. Mayor McCombie stated that she felt more candidates would be eliminated through the interview process than by the background checks.

Mayor McCombie suggested looking at the resumes and applications first and pick the top twenty candidates and interview them first. Trustee Abbate stated that they have never had this type of response in the past. Treasurer Bodie suggested contacting Mr. McCullum who participated the last time to help organize the interview process. Mayor McCombie stated she would try to contact him. Trustee Abbate asked if the Commission requires for the background check to be done before the interview? Mayor McCombie stated that they reviewed the rules and found that the Police Commission can do it either way. The Committee was in agreement with the Mayor that resumes should be reviewed and interviews completed before the background checks are done. Chairman Matuska stated that the next scheduled meeting will be January 5, 2015 at 9:00 a.m. Chairman Matuska asked for a Motion from the Committee to close the Public Meeting and adjourn to Closed Session. Trustee Abbate made a Motion. Trustee Stagno seconded. By unanimous vote the Public Meeting was adjourned at 10:42 a.m.

Treasurer Bodie and Secretary Latoria left the meeting at 10:43 a.m. Trustee Abbate agreed to record Minutes for the Closed Session portion of the meeting.

**CLOSED SESSION**

Respectfully Submitted,

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Christine Latoria, Secretary

These Minutes were approved this \_\_\_\_\_  
day of \_\_\_\_\_, 2015