

**VILLAGE OF SOUTH BARRINGTON  
MINUTES OF THE FINANCE COMMITTEE MEETING  
JANUARY 9, 2023  
2:00 PM**

**CALL TO ORDER**

The meeting was called to order at 2:08 pm by Committee Chairman Stagno.

**ROLL CALL**

Members Present: Committee Chairman Stagno and Trustee Joseph Abbate.

Members Absent: None.

Others present: Mayor Paula McCombie, Trustee Stephen Guranovich, Treasurer Michelle Bodie, Finance Director Tanya Walker (Lauterbach & Amen LLP), Police Chief Tom Roman and Administrator Robert Palmer.

**PUBLIC COMMENT**

None.

**APPROVAL OF MINUTES**

Trustee Abbate made a Motion to approve the Minutes of the Finance Committee Meeting held December 5, 2022. Trustee Stagno seconded the motion. By unanimous voice vote, the Motion passed.

**AGENDA ITEMS**

1. Introduction of Tanya Walker, Lauterbach & Amen LLC as new Village Finance Director

Treasurer Bodie introduced Tanya Walker and invited her to tell those present about herself. Walker explained that she has worked in Carpentersville in a similar capacity for over four years and will complete her work there in June. Chairman Stagno asked about overlap between Tanya and Michelle for a smooth transition. Bodie explained she would be concluding her work with the Village on March 1<sup>st</sup>. Chairman Stagno asked about the current status of IT. Mayor McCombie responded that there is a 'deep dive' going on into what the issues were that caused the system to go down. Chairman Stagno asked about the presence or lack thereof of back-up for the IT system. Mayor McCombie commented that between the prior IT providers and the current company they have issues with how the hand-off was handled that has resulted in rebuilding the system. Mayor McCombie continued that the current IT company has not fixed all of the problems as of yet. Chief Roman commented about Microsoft 365 for the future. Bodie commented that there was a lot of emphasis put on the availability of trouble-shooting tools that appear to be lacking. Mayor McCombie added that she is exploring sources to investigate what has gone wrong.

2. Resolution to Appoint Village Treasurer

Mayor McCombie recommended that a hold be put on this item based on advice from the Village Attorney. This item will be continued to next month.

### 3. Resolution to Appoint IMRF Authorized Agent

Treasurer Bodie explained that Tanya Walker would fill the role as IMRF Authorized Agent for the Village. She will be appointed and be responsible for reporting to IMRF.

Motion by Abbate to recommend to the full Village Board, that Tanya Walker be appointed as the Village's IMRF Authorized Agent. Second was made by Stagno. On a voice vote the motion was approved.

### 4. Resolution for Bank Check Signing Authority

Treasurer Bodie presented changes to check signing authorization and electronic transfers. Authorized check signers would be Mayor McCombie, Trustee Abbate, Trustee Stagno and Village Administrator Palmer. Sarah D'Amico and Tanya Walker would be designated to make electronic transfers along with the Mayor and Village Administrator. Briefly discussed, with a recommendation to amend, was the amount of an electronic transfer that would trigger full approval by the Village Board. The amount proposed was \$100,000, however after a brief discussion it was recommended that the amount be set at \$120,000.

Motion by Abbate to recommend to the full Village Board, a Resolution for Bank Check Signing Authority with an amendment to increase the amount of an electronic transfer of funds without full Village Board approval to \$120,000. Second was made by Stagno. On a voice vote the motion was approved.

### 5. Fiscal Year 2024 Budget Update

Treasurer Bodie gave the Committee an update on progress in putting the budget together. Revenues are pending and on the proposed spending side there is an issue with getting delivery on Police Squad Cars going forward. The Police Department is planning on ordering four squad cars this year. Two squad cars would be delayed until after May 1<sup>st</sup> or as an option, all four squad cars could be ordered next year. The recommendation on which option to take is being discussed internally. Bodie also presented information regarding the Village's Reserve Policy that provides for transfer of funds from the General Fund to the Capital Fund, Road Fund or additional Pension contributions.

### 6. Pension Fund Update

Bodie reported on the transfer of Pension Fund investments funds to the state consolidated fund (IPOPIF) which did occur in December. The cash assets of the Pension Fund remain in the TD Ameritrade account. Bodie also reported on the IPOPIF Actuarial Report and the minimum contribution to make to the fund. Bodie reviewed portions of the Actuarial Report with the Committee. Mayor McCombie recommended contacting Lauterbach & Amen in regard to the contribution amount to the pension fund. Bodie recommended that the Actuarial Report be sent to the Village Board to be placed on file.

7. Discuss a Request for Proposal for Telephone System & Service

The Committee briefly discussed telephones, telephone systems & services. POTs lines were also discussed.

**MAYOR'S REPORT**

Mayor McCombie presented an idea from Village Engineer Karney to create in the budget, a reserve account that would be used for matching infrastructure costs with HOA's in the Village. Funds would be used to offset some of the costs that the HOA's would be facing to repair items such as storm sewers. Mayor McCombie also added that she is planning to meet with all of the HOA's and present this concept as well as other items of interest. Mayor McCombie added that Cuba Township could be involved in the work to be done, which would make projects more affordable.

Mayor McCombie reported on progress being made to hire a Police Officer currently working in Florida. Mayor McCombie asked Chief Roman to comment on the hiring of a Temporary Records Clerk for the Police Department. At issue in part is the number of hours to have the candidate work. Chief Roman gave a brief overview of the candidate's background.

Mayor McCombie concluded her remarks by adding that union negotiations are continuing and neighboring communities have settled their contracts.

**STAFF REPORTS**

Village Administrator

Palmer reported that contact has been made with IRMA to explore as a general insurance pool option for May renewal.

Finance Officer

Bodie had nothing further to report.

**OLD BUSINESS**

No old business to discuss.

**NEW BUSINESS**

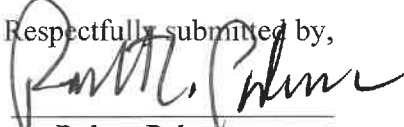
No new business to discuss

**CLOSED SESSION**

No closed session was held.

**ADJOURNMENT**

Having no further business, Chairman Stagno asked for a Motion from the Committee to adjourn the meeting. Trustee Abbate made a Motion and Trustee Stagno seconded. By unanimous voice vote, the motion passed, and the meeting was adjourned at 3:27 p.m.

Respectfully submitted by,  
  
Robert Palmer  
Village Administrator

These Minutes were approved this

6<sup>th</sup> day of February, 2023