

Village of Fox Lake
Finance Committee Meeting
January 24, 2006
5:30 p.m.

I. Call to Order – 5:30 p.m.

II. Roll Call

Present Chairman Ulasz, Trustee Beskow, Trustee Murrey, Trustee Working Trustee Bender and Trustee Borchers. Treasurer Christensen was also in attendance.

III. Review of Minutes

Chairman Ulasz asked if anyone had any corrections to the minutes of January 10, 2006. There were no corrections, they will stand as presented. Trustee Bender asked what is the status with the Census. Paul Christensen stated he received a call from US Census Local Bureau, they stated we would have cost estimates by the end of the month which is in a few days or at the latest at the beginning of February. If we have not received them by February 8th I will contact them as they requested. We will receive both cost estimates.

IV. Bills to be Paid

Chairman Ulasz asked if there were any comments or questions regarding the bill list in the amount of \$425,950.68. There were no questions or comments and will be approved at the Board Meeting this evening.

V. Grainger Bills to be Paid

Chairman Ulasz asked if there were any questions on the Grainger bills. No questions, approved as presented.

VI. Ratification of Manual Check List

Chairman Ulasz asked if everyone has reviewed the Manual Check List and asked if anyone had any questions. There were no questions and will be approved at the Board Meeting this evening.

VII. Old Business

Update on Public Safety Building Renovation

Trustee Working asked Jim Thillen to update the Committee. Jim Thillen stated the engineering straightened out the correct load for Spancrete. The Field Superintendent has approved and now it is in manufacturing. Bob Warden is going to start the brickwork next week. At the Lakefront Park our hood should be in end of this week or first part of next week. We are going to be bringing things up to code on some of the issues in the building and the cost estimate is \$7,000.00 for material plus any labor costs. I wanted to be sure it was brought up at the Finance so everyone is aware of the costs. Trustee Ulasz stated she was down there for the Police Badge show and she went back and looked at the kitchen etc. and it looks really nice, they have done a great job. Trustee Murrey stated he had had discussions with Field Superintendent Thillen looking at the topography of the parking lot. It is something we should really look since it is deplorable condition. With the sally port, we have always had problems with water running to that building it should be the opportune time to do the proper grading so it is sub graded for the door entrances into the sally port so that you have to go up a little bit so when water happens to run it runs past the sally port. The other issue we have discussed is the parking lights or lack of them. We had some donated to us a while ago and maybe they can be reworked. Jim Thillen stated it should be looked at, when you go by at night it is dark.

Trustee Ulasz stated she thinks we would need to see what type of costs we have here. Trustee Working stated if we correct the grading we would certainly have to resurface it as well. Jim Thillen stated we should have Clark Dietz do a grading plan; I believe they donated the cost of the grading plan for the Village Hall. Trustee Bender asked if there was an updated financial statement on this as to how much has been paid and how much there is to go. Paul Christensen stated as soon as they are done with this bill run they would prepare one and distribute it to the Trustees. Trustee Bender stated although we are doing a lot of work on the sally port the bills are still coming in. Paul Christensen stated yes there is definitely some information to be updated and he will prepare it. Paul Christensen stated once the bill run is processed and posted he will update the list. Trustee Bender asked Mr. Thillen if the firing range was completed and he stated yes and it is in use.

Impact Fee Study Committee

Trustee Murrey asked if what are we going to do regarding the Impact Fee Study, are you planning on presenting information following the second meeting. Trustee Ulasz stated following the second meeting we hope to have a conclusion and then make our recommendation to the Board as to what is equitable to the schools as well as the residents. Trustee Beskow asked if we had a date for the second meeting yet? Trustee Ulasz stated Carol Ward is working with the Schools; tentatively it is set for February 7, 2006 at 6:00 p.m. in the Board Room. We are still waiting for confirmation from some of the Schools. Upon confirmation Carol Ward will be sure there is a notice in everyone's box.

Chairman Ulasz asked if there was any more old business.

VIII. New Business

Hiring of a Full Time Receptionist

Chairman Ulasz asked if Carol Ward could address the Committee. Carol Ward stated we had interviewed 5-6 applicants. Nancy Schuerr and myself feel this is the best applicant for the open position. We have provided you with a copy of the application and resume and are requesting approval to hire her with an effective date of February 13, 2006. She is currently working at another Municipality, so she does have some municipal experience and this will give her the opportunity to give her two weeks notice to her current employer. Chairman Ulasz asked if there were any concerns and there were no concerns discussed, she stated she would make the motion this evening.

Approval Advertising for a Part Time Clerical Clerk

Chairman Ulasz asked if Carol Ward would address the Committee. Carol Ward stated tonight on the agenda is an item that will be discussed at the Public Safety Committee regarding moving Dee Wittlieb over to the Police Department full time. If that would get approved then I would need to advertise for a part-time clerical clerk for the front office area. I am requesting that if you would approve the transfer of Dee Wittlieb to the Police Department full time, I am requesting to advertise for a part-time clerk approximately 5 hours a day, Monday through Friday. Trustee Bender clarified these are replacement not new positions. Carol Ward stated yes, they are replacement positions.

IX. Committee Comments

X. Audience Comments

Jim Thillen stated he would like to address the Committee as a resident. One of the things that always bothered me is as we have more and more new people the services go up such as the Fire Department and Police Department. We know what it cost to update these services and I think it should be an Impact Fee. I don't know if we can do it but I would like to look at this possibility as well. The long time residents have to pay for all the updates and I think it should be paid for by impact fees. Trustee Beskow stated the Committee is looking at this; we are discussing that at the present time at the Impact Study Committee meetings.

XI. Adjournment

There being no other business to discuss the Committee Meeting was adjourned at 5:44 p.m.

Carol Ward
Deputy Clerk