

8hVillage of Fox Lake
Finance Committee Meeting
July 11, 2006
5:30 p.m.

I. Call to Order

The Meeting was called to order at 5:30 p.m.

II. Roll Call

Present were Chairman Ulasz, Trustee Murrey, Trustee Beskow, Trustee Bender, Trustee Working and Trustee Borchers. Also in attendance was Mayor Irwin.

III. Approval of Prior Meeting Minutes

Chairman Ulasz asked if there were any questions or clarifications to the minutes of June 27, 2006. With there being no comments they will stand as presented.

IV. Bills to be paid

Chairman Ulasz stated the bill list did change and asked Paul Christensen to address the Committee. Paul stated on page 11 Restaurant Equipment was paid on the credit card and the bill list will be adjusted. Chairman Ulasz asked if there were other changes or questions regarding the revised bills to be paid in the amount of 437,628.23.

There were no other questions and Chairman Ulasz stated we would make a motion to approve the bill list at the Village Board Meeting.

V. Ratification of Manual Check List

Chairman Ulasz asked if there were any questions. There were no questions or comments and will stand and a motion will be made at the Village Board Meeting for approval.

VI. Old Business

Update on the Public Safety Building

Jim Thillen stated we have an item that was not previously ratified for Radicom, in the amount of \$5,661.29, that is to hook up the doors for the sally port. We worked it into the budget, and we will be delaying the landscaping to the next budget cycle. He distributed copies of the bill to the Mayor and Trustees. Trustee Working asked if everyone was aware what this is for, to secure the outside doors. They stated they were aware. Jim Thillen stated this is holding up the other projects, because he has to go through the ceiling, man trap etc. to get it connected properly. Committee agreed it needed to be done and authorized Jim to move forward.

Jim Thillen stated in regards to the blacktop, he has the estimated cost of \$10,000.00. He asked if we wanted to bid that out. Mayor Irwin stated yes. Jim Thillen asked if we could have Clark Dietz come out and prepare the specifications for this bid. He is the engineer and we have some issues where the blacktop is higher and the engineer should look at the lot specifically to line up future plans to re-do the parking area. Jim Thillen stated that is an additional cost. Mayor Irwin stated it has to go out to bid, that is firm it has to go out to bid.

Jim Thillen asked permission to have it placed on the next agenda permission was given.

Trustee Bender asked when you say the driveway, are you talking about the baseball side as well? Jim Thillen stated no, we had to tear out more than we anticipated because of the re-routing of the storm sewer and to put in the drain. We also have to correct the water runoff to the building. It is only the sally port side to where the officer's go in and up to the garage.

Update on Lakefront Park Renovation

Jim Thillen stated we are going to go out to bid for the items blacktop, heating and air conditioning, elevator and installation of fire detection. Again since we are going to go out to bid for the blacktop, I think we should have Clark Dietz prepare the bid specifications. The other items we can prepare the bid documents ourselves. The Committee granted permission for him to contact Clark Dietz to complete the specification for the blacktop project at the Lakefront Park.

Jim Thillen stated one contractor had complained that their quote was now public knowledge and felt it was unfair to now send out to Bid. If there are any other questions he stated he would happy to answer them.

Jim Thillen stated we do have the award of bid for P & S. Masonry on the agenda for this evening. We had three people take out the plans but only ended up with one bid.

Jim Thillen stated we received something from Com-Ed regarding the electrical work at the Lakefront Building. Com-Ed needs a \$500.00 deposit to start the engineering; he said it could run \$12,000; they couldn't give a firm estimate. It is a long way we have 400-500 feet to pull the wire. We put the pad in and we put the conduit in. They set the transformer and we have to provide a CT cabinet, they provide the transformer, cable CT for this cost. Trustee Bender asked where is this at the park. Jim Thillen stated the only place we have 3-phase is at the pole on Riverview. Trustee Beskow asked if this is underground? Jim Thillen stated yes it would be underground and they would run the fence line, we need the 3-phase for the elevator and for the events at this location. Paul Christensen stated he would need to have a motion to authorize the Mayor to sign the agreement.

Update on Census

Paul Christensen stated he had good news, the Census Bureau called me last week and we have been given an earlier date of testing to be done on July 17th. The postcards have been mailed to all the applicants, we had 112 applications and the census will need 20 to be hired.

VII. New Business

Copier for Special Census

Paul Christensen stated the Census has a list of items that we have to provide, and one of the items is they have to have a copier and we do not have a copier in that building. We went out and found Techstar that has a short-term lease that is very economical for the Village. Paul Christensen reviewed the terms of the contract with the Committee and stated it was on the agenda for this evening for approval. He asked if anyone had any questions or comments, there were none.

Electricity Consulting with Illinois Association of Wastewater Agencies

Paul Christensen stated he has been working with Steve Vella and Trustee Murrey; as you all know we are discussing the de-regulation of power as of January 2007, which essentially puts us in a position to purchase electricity on our own. The Illinois Association of Wastewater Agencies had contacted us and they are putting together a cooperative to explore all of our options to buy electricity in bulk. So what I put together basically is a motion this evening under Trustee Murrey and it would be considered additional dues for the Agency to provide us with electricity consulting work. The estimate I have received right now is \$3,000; I asked Trustee Murrey to make the motion for not to exceed \$4,000 this just gives us a little more room. Any amount over that would come back to the Board for your approval.

Trustee Murrey asked if there were any questions; he stated Paul Christensen has put a lot of hours on the investigation of this issue and I feel this is the best for our money. I am in favor as we are a large electrical consumer. Paul Christensen stated should the Board decide we have to purchase electricity I will have to come back for approval to hire a special Attorney to prepare the agreement, our Village Attorney has already stated we need an Attorney with that expertise. When we reach that point we can go into it in detail.

Sales Tax Numbers

Paul Christensen stated he went online to get our sales tax numbers and wanted to hand them out. We received our allotment for April 2006 and have had a 13.4% increase from the prior year at this time.

Impact Fees

Chairman Ulasz stated the Special Impact Committee has had three separate meetings for discussion; and the minutes of those meeting were placed in all the Trustee's mailboxes for review. At the meetings the schools and libraries were very helpful in giving us presentations and specific requests regarding their needs for their District's. I want to thank everyone for sharing all this information with this Committee. If everyone read the last minutes you will ascertain that the member of this Committee were in agreement to approve an annual CPI increase based on the consumer price index or social security benefits every January it would increase. The Committee was also in agreement that at this time we were not going to consider a lag or transition fee. We did come to agreement that we are in agreement with the proposed increases for the Library as they had requested. That is raising it from \$210.00 to \$500.00.

Chairman Ulasz thanked Bill Hart for preparing the spreadsheet with community averaging as the Committee had requested. We took communities in like size and did an average to see where we stand locally. We asked him to prepare a spreadsheet with an across the Board cost with a \$200.00 or \$400.00 across the board increase and if there was somewhere he felt we were exceptionally low to give his recommendation. If we look at the spreadsheet that was distributed, we were conceptually low for a 3-bedroom Detached (recommendation to increase to \$3,900.00), 4-bedroom Attached (recommendation to increase to \$4,000) and 3-bedroom Apartment (recommendation to increase to \$2,500). My intention is to get a resolution to where we want to increase. Our recommendation was to go forward and use a flat \$200.00 with a CPI increase annually.

Trustee Beskow stated he would like to hear from the other Board members as to their thoughts and recommendations.

Trustee Bender stated he was at the last meeting and that is exactly what we talked about raising it to \$200 and I am comfortable with it.

Trustee Working stated I am comfortable with the \$200.00 plus the adjustments that Bill Hart has recommended. I think the school and libraries need it, and I am comfortable with the increase and I think the CPI is necessary and we won't have to revisit every year.

Trustee Borchers stated he was also in agreement.

Trustee Beskow stated in the Committee I was in agreement but I don't think it was decided where the CPI would be taken from. Chairman Ulasz state we have another contract and they are actually using the CPI as defined by the Property Tax Limitation Law. Paul Christensen stated every year your property taxes go up by a certain percentage limited to either 5% or this index. Every year you will hear this number, schools face the same thing everyone has the same number.

Trustee Murrey stated he was in agreement with both the numbers and the CPI increase.

Chairman Ulasz stated she would forward the information to the Attorney so he can provide the necessary Ordinance for adoption to increase the impact fees. This is only for the schools and library the other impact fees will stay the same.

Cimco/Radicomm Agreement Related to 911 Communications Lines and Equipment

Chairman Ulasz asked Trustee Bender to address the Committee on this item. Trustee Bender stated the Attorney went on vacation and there was no back up and consequently we were not able to finalize the intergovernmental agreement with Grayslake. The dates have moved from July 15th to August 1st. I have a motion for Cimco and Radicom, we had it under one motion, and the reason it was under one motion was we have already discussed this in the previous meetings. It is a current vendor and Grayslake is using the same vendor as well and all we wanted to do was to tie the two buildings together using the same vendor. And the ironics of this and this is where it didn't make sense with the Attorney; we are not going to be paying for it, it will be paid by Grayslake as part of their contract with us, but Attorney Teegen wants the bid waived and each item to be passed separately. Annette Wolf stated the important thing to remember is Radicom already has a service agreement with the Village of Fox Lake and Radicom is also the service provider for Grayslake. Radicom is needed to tie Grayslake to Fox Lake not wanted but needed, which is why I don't understand why we are required to do this. The Capital Payment as part of the contract pays for everything. So Grayslake is paying for this 100% because it is part of the capital payment and contract for phones lines was included in the annual contract as well.

Trustee Beskow stated if Radicom has to do the work anyway what are we going to do with the other people that bid? He is already hired as our service provider.

Trustee Bender asked Deputy Clerk Ward what her take was on this, we had talked about this at least twice and you were part of putting the information together for this meeting? Carol stated when we had talked last week I didn't see why we had to go out to bid since this was an ongoing contract with a vendor we currently have and we have to use this vendor, but Attorney Teegen is stating that we have to waive the bid and I would defer to the Attorney.

Trustee Beskow said if Radicom has to do the work why are we getting bids from someone else. Annette Wolf stated it is over \$10,000 but we are not going to pay for it, Grayslake is. Trustees asked why doesn't Grayslake go out to bid. Annette Wolf stated Grayslake is giving us a capital payment to get this done, so Fox Lake will pay for it, but Grayslake is giving us the responsibility to get this done so it is not a Grayslake issue.

Annette Wolf stated this is holding up the installation. Trustee Bender stated that is all he could explain, but he will be making the four motions this evening at the Board Meeting.

Annette Wolf stated to make sure this is on record when you look at the Grayslake contract you will see the line charges that were prorated for them, in addition to that part of their capital costs was paying for the entire installation for them to be operational for all aspects of the Public Safety, Fire and Fire Protection Districts. The 3 T-1 lines are as they requested, one for the different tones they wanted, one for their CAD system and one for the Public Works and for the repeaters for their Fire Dept. Radicom is the one that designed their phone system so they have to do the work to get them operational.

Interim Agreement for Staffing of Grayslake Dispatch Center

Trustee Bender stated what we are asking is to extend the agreements due to the delay in the intergovernmental agreement.

Illinois EDC Seminar

Chairman Ulasz stated at the last Finance Meeting we discussed if anyone would be attending this seminar put on by NICOR. This is a course in Illinois Economic Development, and I had forwarded a copy to Paul Christensen as well. This is a new course this year and it really is designed for a City Manager or Community Development person so I would look to Trustee Working to see if he had any staff that may be interested in attending. Trustee Murrey stated I had brought it up at the last meeting because we had a large landowner from downtown as if we were going to have a planner etc. for Economic Development. I thought maybe some staff whether it from Finance or whatever that would be able to attend this seminar to give recommendations and have a better understanding. Trustee Working stated he would check with the staff and see if anyone was interested in attending.

VIII. Audience Comments

None

IX. Adjournment

There being no other business to discuss the Committee Meeting was adjourned at 6:13 p.m.

Carol Ward
Deputy Clerk