

**MINUTES OF THE FINANCE MEETING OF THE VILLAGE OF
METTAWA, ILLINOIS, HELD AT THE HOUR OF 6:30 P.M. ON
NOVEMBER 9, 2016 IN THE MAPLE ROOM OF THE HILTON GARDEN
INN HOTEL, 26225 N. RIVERWOODS BOULEVARD, METTAWA,
ILLINOIS**

A. CALL TO ORDER

Trustee Maier called the meeting to order at 6:30 p.m.

B. ROLL CALL

Upon a call of the roll, the following were:

Present: Trustees Maier, Brennan and Towne

Trustee Maier declared a quorum present.

Also present: Village Administrator Bob Irvin; Financial Consultant Dorothy O'Mary;
Village Treasurer Pam Fantus; Village Clerk Sandy Gallo and Trustee Pink

C. APPROVAL OF THE MINUTES

It was moved by Trustee Maier and seconded by Trustee Brennan that the minutes from October's meeting be approved.

D. APPROVAL OF INVOICES PRESENTED FOR PAYMENT

Trustee Maier reported the total new amount for payment is \$700,581.46. Three additional invoices have been added to the October Treasurer's Summary Report. Main Landscaping has their final payment of \$1,500. SSG payment of \$810.52 for Dorothy O'Mary's laptop set up. Resident, Tom Lys will be paid \$550, for grinding down the stumps removed on Nektosha Way. This is part of SSA #11 in which Tom Lys is the only resident included in this service area. Trustee Towne said Tom Lys is obligated to maintain this street in agreement with the Village of Mettawa.

Financial Consultant Dorothy O'Mary said rebate checks will be mailed-out after the Village Board approves the final amount.

E. REVIEW OF THE TREASURER'S REPORT FOR OCTOBER, 2016

Trustee Maier asked if there were any questions on the Treasurer's Report. Trustee Maier noticed a \$480,000 surplus on the General Funds page. Village Administrator Irvin said, this amount currently does not reflect the seasonal expenses which have not yet occurred. Village Administrator Irvin added Old School Road and Route 60 Trail are currently being completed and these two project expenses are estimated to be \$500,000 when completed.

F. PRESENTATION OF THE 2015-16 AUDIT

Auditors from Sikich, Mark DeVries and Fred Lantz presented the Fiscal Year 2015-2016 Audit. Sikich issued two documents the Annual Financial Report and the Auditor's Communication to the Village Board for the year ended April 30, 2016. Sikich will also be filing the State Comptroller Annual Financial Report upon receiving approval of the presented report.

G. TAX LEVY RESOLUTION FOR 2016

Village Administrator Irvin presented the tax levy recommendations for 2016. For SSA #3, Woodland Falls, road maintenance and street lights are the main items. This levy is at the maximum rate. The road will need to be resurfaced in the next few years. Village Administrator Irvin estimates cost to resurface would be \$400,000-500,000, this account will not have enough funds. Village Administrator Irvin said when SSA#3 was initiated it was not established at the right rate, which has resulted in a shortfall for upcoming repairs. He said this is the third year the SSA was quoted at the maximum amount in effort to recover the prior years that were not collected. Village Administrator Irvin suggested discussing this SSA's account shortage with the aligned property owners to plan upcoming expenses and financial solutions. Trustee Towne said the agreement indicates the Village can charge the property association for capital improvement costs that are required.

Deerpath Farm, SSA #8, is currently listed at the maximum tax rate. Village Administrator Irvin said the limitation in creating a larger fund for this area is the number of home owners in Deerpath Farms. The location currently has 11 homes built. Village Administration Irvin indicated that is there is not enough money in the SSA to cover future cost of road repairs. However, the short fall cost will be paid by the Home Owners Association in Deerpath Farm. Trustee Towne said we should make the residents in Deerpath Farm aware of this SSA's current account balance and their financial limitations for repairs.

Nektosha Way, SSA#11 request to increase to \$3,500. Village Administrator Irvin said two controlling factors in the tax levy; the maximum amount that could be increased by the CPI or by reaching the maximum tax rate. Member Brennan inquired if we can increase the amount \$4,000 to ensure snow removal will be covered. The consensus was to increase the levy to \$4,000.

H. VILLAGE INSURANCE RENEWAL WITH ICMRT

Trustee Pink asked why does the insurance letter list a golf course and auto liability as part of coverage. Trustee Maier indicated the insurance statement indicates these two items as supplement coverage. Village Administrator Irvin added that the insurance is a Municipal listing, which means the Village insurance included locations that not pertain to Mettawa. Village Administrator Irvin said the insurance rate is however based on the true Village exposure.

I. HOWE SECURITY AGREEMENT RATE INCREASE FOR

Village Administrator Irvin said the agreement was brought to the November meeting to address any questions. The actual approval of the agreement is not effective until January 1st of 2017. Village Administrator Irvin said the final approval of this agreement will be done in the December 20th Village Board meeting.

J. ENGINEERING AND BUILDING PERMIT SERVICE AGREEMENT

Trustee Towne discussed the renewal agreement with Anderson Engineering monthly amount is getting fined tuned. Any special meetings needed through-out the year, will not part of the monthly billing. The new agreement will result in significant savings for the Village. The final agreement will be reviewed and approved for the December meeting. Village Administrator Irvin said the letter that was sent out was the purposed Supplemental Agreement.

K. ANY OTHE ITEMS THAT MAY APPEAR TO THE COMMITTEE FOR CONSIDERATION, AND IF APPROVED, BE RECOMMENDED FOR APPROVAL TO THE BOARD OF TRUSTEES

L. ADJOURNMENT

With no further business to conduct Trustee Maier adjourned the meeting at 7:30 p.m.

Sandy Gallo, Village Clerk