

**MINUTES OF THE FINANCE MEETING OF THE VILLAGE OF  
METTAWA, ILLINOIS, HELD AT THE HOUR OF 6:30 P.M. ON MARCH  
20, 2018 IN THE MAPLE ROOM OF THE HILTON GARDEN HOTEL,  
26225 N. RIVERWOODS BOULEVARD, METTAWA, ILLINOIS**

**A. CALL TO ORDER**

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

**B. ROLL CALL**

Upon a call of the roll, the following were:

Present: Chairman Maier and Trustee Brennan and Trustee Towne arrived at 6:40

Absent: None

Chairman Maier declared a quorum present.

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

**C. APPROVAL OF THE MINUTES**

Chairman Maier requested a motion to approve the February 20, 2018 meeting minutes. It was moved by Trustee Brennan and seconded by Chairman Maier that the minutes be approved and be placed on file. The motion was carried.

**D. APPROVAL OF INVOICES PRESENTED FOR PAYMENT**

Chairman Maier said two invoices were added to the listing. Invoice for SSA#9 for Deerpath Farms for their snow removal services in the amount of \$6,500 and Stephen Simonian legal services for February in the amount of \$400.

Chairman Maier said the new invoice amount to be paid is \$184,307.60.

Village Treasurer Fantus asked if we will continue to pay the monthly retainer cost of \$400 for Simonian's legal services. Village Administrator Irvin said Stephen Simonian has an April court date and after addressing those citations the monthly bills should cease.

**E. REVIEW OF THE TREASURER'S REPORT FOR FEBRUARY 2018**

Chairman Maier said the Treasurer's report currently is about \$300,000 over budget in revenue. Chairman Maier said he estimates revenue to be favorable for this closing fiscal year.

**F. DISCUSS THE FY 2017-2018 PRE-AUDIT REVIEW**

Village Treasurer Fantus said an audit meeting has been scheduled for April 3<sup>rd</sup> at the Life Storage office.

**G. REVIEW PROPOSED VILLAGE BUDGET FOR FY 2018-2019**

Village Administrator Irvin said the Sales Taxes increased 9% for this year. It is uncertain if this trend will continue. The Tele Communication Taxes have also increased in the Woodland Falls building due to the facility being at full capacity. Village Administrator Irvin said Public Works and Parks and Recreation budget has been modified after further discussion from the January and February Committee meetings. Mettawa's budget of \$2.5 million dollars includes a large portion of revenue sharing. One of the largest areas of expense will be the resurfacing of the Riverwoods Boulevard road. The current estimation for the resurfacing is \$500,000. Trustee Towne said the Village is currently going out to bid; the Village has not fully committed to a full resurfacing project. Trustee Towne stated the Village may consider patching the road instead of resurfacing at this time.

Village Administrator Irvin said another area that is not projecting much revenue is building permits and expenses. The Village should consider contracting the building permits on a percentage bases or significantly reducing the monthly retainer.

Village Administrator Irvin said some of the capital projects include the trees in Whippoorwill Park, Route 60 median, and a culvert replacement.

Chairman Maier said several companies create a Road Maintenance Expense account that creates restricted funds to cover these types of expenses. Village Administrator Irvin said the audit includes \$3 million for Capital projects; however, the road repair should be included in the Road Maintenance account as a footnote to capital projects.

Village Treasurer Fantus asked what the Committees decided for this year's mosquito control treatment. Village Administrator Irvin said nothing was decided at the Public Works Committee meeting.

Village Administrator Irvin said the Village will be purchasing 110 tons of salt. Trustee Pink asked how many other towns does Forest Builders snow plow. Trustee Towne said a few others but he will continue to work with Forest Builders to ensure the Village streets are plowed in a timely manner.

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

**I. ADJOURNMENT**

With no further business to conduct, it was moved by Trustee Brennan seconded by Trustee Towne that the meeting be adjourned at 7:06 p.m.

Sandy Gallo, Village Clerk