

**MINUTES OF THE FINANCE COMMITTEE MEETING OF THE VILLAGE OF METTAWA, ILLINOIS, HELD AT THE HOUR OF 6:30 P.M. ON FEBRUARY 18, 2020 IN THE MAPLE ROOM OF THE HILTON GARDEN INN 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 Towne

Absent: Trustee Brennan

Chairman Maier declared a quorum present.

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

Resident Present: Tom Heinz, Trustee Sheldon and Trustee Pink

**C. APPROVAL OF THE MINUTES FOR JANUARY**

Chairman Maier requested a motion to approve the January 21, 2020 meeting minutes. It was moved by Trustee Towne and seconded by Chairman Maier that the minutes be approved and be placed on file. The motion was carried.

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

Chairman Maier asked if the KTJ monthly invoice was being billed hourly. Village Administrator Irvin confirmed January's invoice was billed hourly.

Trustee Pink asked if James Anderson has submitted the total to-date on the amount spent for the tree and stump removal project. Village Administrator Irvin replied an estimated amount of \$7,000 has been charged by JACO. Trustee Pink indicated she had not received the cost from JACO on what it was going to cost to monitor Canopy Tree Specialists for this project. Chairman Maier said he will ask the Village Engineer during the Board meeting when this estimate will be made available.

Chairman Maier stated the unpaid bills amount is \$ 89,402.21.

**E. REVIEW OF THE TREASURER'S REPORT FOR JANUARY 2020**

Chairman Maier stated Grainger's sales taxes amount is higher than budgeted.

Trustee Pink asked what bearing would Impact Networking have on the Village if they decide to annex out of Mettawa. Chairman Maier replied Impact is interested in expanding

their facility that is part of Green Oaks. Trustee Towne said Impact purchased the additional lots for parking. Village Administrator Irvin commented if Impact moved their headquarters into Green Oaks the Village would lose their sales tax portion. Trustee Towne added the Impact expansion was not approved at their recent public hearing. Village Administrator Irvin elaborated that he was unable to provide the exact numbers from Impact, but its value would be in the range of the increasing revenues when the hotel tax sharing arrangement was over with the hotels owner.

**F. UPDATE ON THE VILLAGE BUDGET FOR FY 2020-2021**

Village Administrator Irvin said the two Committees reviewed their draft budgets at their February meeting. The budget will be finalized at the Committees' March meetings. A draft budget will be provided to the Finance in March, too. Next fiscal year's budget will include a very low number for capital projects, revenues remain unchanged and the loan to purchase Grainger will be lower than anticipated due to the sales tax already received will be applied. The Village currently has \$1.15 million to apply against the loan which will shorten the payback period.

Village Administrator Irvin mentioned the same property tax sharing amount of \$600,000 would be included in the budget. Chairman Maier asked if Grainger has indicated any price changes due to the delay of closing on the land purchase. Village Administrator Irvin said no price change. The next key date for the Grainger land purchase is April as we will know more on the Lys lawsuit.

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

Chairman Maier said on 1<sup>st</sup> of February IML had a meeting to discuss taxes will increase when the constitutional amendment is approved. It was discussed the urgency of allowing the Motor Fuel Tax (MFT) be made available after it has been reconciled to the municipalities. Village Administrator Irvin said the Village will see a slight increase in the MFT amount due to the gas increase from last year along with cannabis tax to be received.

Trustee Sheldon mentioned the budget the line item Bradley/Riverwoods corner amount of \$3,000 can be removed. Trustee Sheldon indicated she was able persuade ILM to include this corner at no cost. Village Administrator Irvin said he is going to adjust the ILM Whippoorwill Stewardship to reflect the 3-year signed contract. The final ILM amount will be included for the March review.

Chairman Maier stated as of February 16<sup>th</sup> the Village has been debt free.

Trustee Towne said he will provide Trustee Maier, the Financial Consultant and the Village Administrator the assessment valuation for Mettawa.

Village Clerk mentioned she had a follow-up from last month's discussion regarding the Village purchasing a fireproof cabinet. The Village Clerk received two proposals. A

suggestion was made to purchase a fireproof cabinet form Quill in the amount of \$4,500. Chairman Maier said a budget of \$4,500 was set to purchase the cabinet.

Trustee Towne suggested to reach out to Waukegan Safe and Lock as another option.

Trustee Pink said Financial Consultant O'Mary spoke to Howe Security to determine their inventory on the truck. The Village has purchased a defibrillator and orange cones for Howe. Howe also questioned if a compressor and a jumpstart apparatus could also be purchased by the Village to support the residents. Trustee Towne commented if Howe provided car support can create a liability issue for the Village. Chairman Maier said this type of car support is to high of a risk for the Village. Trustee Pink will follow-up with Howe to let them know no machines will be purchased.

Village Administrator Irvin mentioned at the last month's Finance meeting it was asked how can residents can take advantage of the available tax assessment deductions. Village Administrator Irvin said he is compiling the various options Mettawa residents can apply for. The three options the residents have are agriculture, conservancy and the senior homestead. Senior homestead is the easiest option. Agriculture conservancy has some limitations. Village Administrator Irvin said he spoke to the two surrounding tax assessor's offices and the results indicated qualifications for an agriculture conservancy are truly not defined. Chairman Maier mentioned FEMA's maps have not been update to indicate wetlands or drainage areas that is unbuildable.

## **H. ADJOURNMENT**

With no further business to conduct, it was moved by Chairman Maier and seconded by Trustee Towne that the meeting be adjourned at 7:18 p.m.

Sandy Gallo, Village Clerk