

**COMMITTEE OF THE WHOLE MEETING MINUTES  
APRIL 20, 2017**

1. Roll Call and Call to Order

Wood called the meeting to order at 6:04 PM. Members present: Kurt Wood, Lois Taylor, Kevin Sacia, Kit Locke, Shirley Heffner and Jason Hilton. Jake Ruesgen – excused. Others present: Peg Sieger and Nathan Patros.

2. Approval of Minutes

Taylor motioned to approve the March 16, 2017 minutes, seconded by Locke. MC 5-0 (Hilton absent)

3. Review Vouchers (reviewed)

4. Baker Tilly review of the 2016 audit

Kim Schult, CPA, Baker Tilly reviewed the 2016 financial audit. Highlights include:

**General Fund**

The recommended minimum balance of unassigned (liquid) general funds is two months of the general fund's operating expenditures. In 2016, unassigned general funds equaled 3.12 months of operating expenditures, which meets the threshold.

**General Obligation Debt Outstanding**

The threshold for outstanding general obligation debt is 5% of the Village's equalized value. In 2016, the Village's equalized value was \$116,697,600 and the total G.O. debt was 1.2% of the Village's equalized value which meets this threshold.

**Debt Service – Government Funds**

Bond agencies recommend a threshold of 20% of debt service to non-capital expenditures. The Village meets this standard at 21.4%

**Electric Utility**

The rate of return of 3.43% is less than the 5% allowed indicating that a rate case study is warranted within the next year or two.

**Water Utility**

The rate of return of -0.05% is less than the authorized PSC rate of return of 5.9%. New rates were effective midway through 2016 so the rate of return was expectedly low.

**Sewer Utility**

The general fund has subsidized the Sewer Utility to cover expenses for a number of years. Cumulatively, the Sewer Utility owes the general fund \$543,780, which is more than a year's worth of sewer operating expenses. Baker Tilly recommends an annual increase for multiple years to reduce the advances from the general fund.

5. Consideration of hiring Lifeguards for the 2017 pool season

Locke motioned to recommend approval of the list of lifeguards pending approval of the background check, seconded by Heffner. MC 6-0

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6. Open Public Hearing for Ordinance modifications (opened)
7. Close Public Hearing (closed)
8. Consideration of an Ordinance to Amend Chapters 520-18(D)(5), add Section 520-19(D)(7), add Section 520-20(D)(6), add Section 520-21(D)(11), add Section 520-22(D)(6), add Section 520-55(C) and Amend Chapter 512-7 of the Code of Ordinance to allow Lot Consolidation by way of Conditional Use Permit

Reviewed and discussed, this item will be considered at the Regular Village Board meeting.

9. An Ordinance to Amend Section 520-18(D), add Section 520-19(D), add Section 520-20(D), add Section 520-21(D)(10), add Section 520-22(D)(5), add Section 520-64 of the Code of Ordinances to add the use Bakery as a Conditional Use

Reviewed and discussed, this item will be considered at the Regular Village Board meeting.

10. Discussion of a proposed contract between High Cliff Consulting, LLC and the Village for servicing uniform dwelling code inspections

Reviewed proposed contract. Negotiations are still pending.

11. Consideration of an amendment to Employee Manual to grandfather the fifth week of vacation for those employees who have twenty five years of employment with the Village and hired before April 6, 2017

Wood motioned to amend the Employee Manual by adding back the 5<sup>th</sup> week of vacation for employees with twenty five years of employment with the Village and require residency within 20 miles of the jurisdictional boundary for law enforcement personnel, seconded by Hilton. MC 6-0

12. Meeting Times and Dates (reviewed)

13. Any Other Update Items (with no action)

Discussion of a donation of 29 sidewalk lights by Glenn Brommerich. Board members had no objection to the light design and there was some interest in providing a match between the Village and the Chamber of Commerce.

Update on signage leading up to the archeological sight signifying that dog are to be leashed and to delineate public vs. private access. The Village has ordered signage for said purposes.

14. Adjournment

Sacia motioned for adjournment, seconded by Locke. MC 6-0