

COMMITTEE-AT-LARGE MINUTES: JUNE 21, 2010

The Committee-at-Large Meeting was held Monday, June 21, 2010 at the New Baden Village Hall, 1 East Hanover Street. The meeting started at 7:00 p.m.

Present: Mayor Brandmeyer, Trustees Malina, Linthicum, Oster, Mastromatteo, Picard, and Gloeckner. **Board Members Absent:** None. **Staff Members Present:** Treasurer Pollmann; Village Administrator Morani; Attorney Gruenke; Code Enforcer Jerry Green; Chief Riley; and Public Works Commissioner Renth.

A motion was made by Trustee Linthicum and seconded by Trustee Malina to appoint Treasurer Pollmann as Clerk for the meeting in the absence of Village Clerk Crane. Motion passed unanimously.

TIF / Business District Marketing Proposal

Holli Martin, President of Hype Creative out of Highland, Illinois, was in attendance to present a marketing proposal for the Village of New Baden's TIF and Business District. After introducing herself, she provided a brief background on her firm and clients, which include local governments. Her proposal for creative services included campaign identity; logo design; website development and hosting; e-mail newsletter template; and brochure and direct mail piece production. Ms. Martin said these will provide the Village the necessary tools to effectively market the community. She said that any combination of the services can be selected but the total cost would not exceed \$5,000.

Trustee Gloeckner arrived at 7:10 p.m.

Administrator Morani stated these costs are TIF eligible since it involves marketing of the TIF District. He also referred to a tentative marketing timeline he distributed to board members prior to the meeting which incorporate elements of the proposal.

A motion was made by Trustee Malina and seconded by Trustee Mastromatteo to approve the proposal from Hype Creative.

Ayes: Gloeckner, Linthicum, Oster, Picard, Mastromatteo, Malina.

Nays: None.

Absent: None.

A majority of the Board voting aye, the motion carried.

Drainage Issues: 514 Kathy Lane

Discussion regarding drainage issues at 514 Kathy Lane. Village Administrator Morani stated that he followed up with Brian Buchheit of HMG after the last meeting. Based on the engineer's feedback, Mr. Morani recommended the Village consider either of the two original options: (1) Leave the existing swale and rip rap the side slopes (estimated cost \$4,000 - \$6,000) (2) Re-grade the ditch to make it easier to mow, which would require more easement. Mr. Morani stated that it would be too cost prohibitive to construct a concrete swale, which is estimated at \$16,000-\$20,000.

Lee Monical of 514 Kathy Lane was in attendance and expressed his displeasure with the situation but conceded that there is nothing more he could do about it. He asked the Board how much of an easement was needed to re-grade the ditch. Trustee Oster stated that he would ask the engineers to make a site visit with him next week to determine the easement area. It was the consent of the board to take the proposed recommendation of either rip-rap and/or re-grading so long as the property owner was willing to cooperate.

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Capital Improvement Plan

Village Administrator Morani stated his desire to develop a three or five-year capital improvement plan for the Village so it can prioritize projects for budgeting and grant purposes. He solicited feedback on the procedure for establishing this plan. After brief discussion, it was the consent of the board for staff to develop recommendations for consideration by the Public Works Committee. Mr. Morani stated he would get with Public Works Director Ron Renth and develop a proposal for the committee.

Civic Center / Library Doors

Discussion regarding doors at the civic center and library. Trustee Malina expressed his desire to replace some of the aging doors. The Village had previously received a quote to make the front doors at the library ADA compatible. Mayor Brandmeyer stated that he was informed by the library board they did not want these doors replaced at this time since it was included in a pending grant application. After brief discussion, Bill Malina made a motion to replace the double doors on the west side of the library, install an electronic door opener on the library front, and replace the two single doors for the cafeteria at the Civic Center. Bob Oster seconded the motion.

Ayes: Linthicum, Oster, Picard, Mastromatteo, Malina, Gloeckner.

Nays: None.

Absent: None.

A majority of the Board voting aye, the motion carried.

Aluminum Flashing and Soffit at Civic Center / Library

Discussion regarding replacement of aluminum flashing and soffit at Civic Center and Library. Trustee Malina stated he had received a quote to perform this work. Bob Oster concurred that this needs to be done. After brief discussion, a motion was made by Bill Malina to solicit quotes for this work, not to exceed \$4,000. Christy Picard seconded the motion.

Ayes: Linthicum, Oster, Picard, Mastromatteo, Malina, Gloeckner.

Nays: None.

Absent: None.

A majority of the Board voting aye, the motion carried.

Ambulance Fees

Village Administrator Morani explained the proposed ambulance fee increases, which were recommended by the Finance Committee. Mr. Morani stated that even with these increases the Village's rates will be at or below those of neighboring districts in most categories. The Board will consider the fee increases at the July 6 regular board meeting.

FY 2010-2011 Budget & Appropriations

Discussion regarding the FY 2010-2011 Budget and Appropriations. Village Administrator Morani stated the budget was reviewed and discussed at the May 26 Finance Committee meeting and was recommended to be considered by Board. Mr. Morani provided a brief overview of the budget and pointed out that most funds showed deficit spending.

Trustee Malina expressed concern with the shifting of resources to cover deficiencies in the General Fund. Mr. Morani explained that since the General Fund is in critical condition, it was necessary to utilize other funds to cover expenses such as infrastructure and street lights. Otherwise, Morani stated, the General Fund would likely be in the red at the end of the fiscal year. He further stated that revenue has significantly declined from the previous, most notably the State of Illinois' income tax share disbursements. Mr. Morani said the Village recently received its first income tax check this fiscal year, which was for the month of December.

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Budget & Appropriations Cont.

Mr. Morani shared the concerns of Trustee Malina and stated the budget has been reduced in several areas from last fiscal year with the only area left to cut that would make a significant impact is in the area of personnel. Mr. Morani noted the police department agreed to flex their schedules in an attempt to keep personnel expenses at last year's level. He further indicated he would monitor the budget on a monthly basis and report to the board if further action would be necessary.

Mr. Morani stated a public hearing for the budget and appropriations would be held at 6:30 p.m. on Tuesday, July 6, and the appropriations would be considered that evening at the Board's regular meeting.

Clinton Manor TIF Agreement

Discussion regarding a proposed amendment to the TIF agreement with Clinton Manor (Southern Illinois Living Centers). Village Administrator Morani explained this amendment has been proposed in order to reimburse SILCS for TIF eligible expenses it incurred in 2009. Mr. Morani stated that the business did not submit their expenses for reimbursement until recently. Since the agreement sets a limit on the amount of reimbursement per calendar year, the business is not eligible to receive its reimbursement for 2009 in 2010 unless the proposed amendment is approved. It was noted that the total amount of reimbursement would not change. The Board would consider the amendment at the July 6 regular meeting.

Liability Insurance

Village Administrator Morani stated he will be soliciting bids for the Village's liability insurance coverage and will report to the Board when this process is near conclusion and requires action by the governing body.

Village Administrator Duties

Discussion regarding duties of Village Administrator relating to economic development. Village Administrator Morani stated the proposed ordinance amends the duties of the Village Administrator to include the administration of TIF and Business Districts. This ordinance was drafted at the recommendation of the Village Attorney since 10% of the Village Administrator's salary in FY 2010-2011 is budgeted from the TIF fund. The ordinance will be considered at the July 6 regular board meeting.

Mayor's Salary

Mayor Brandmeyer requested his salary be reduced from its current level to what it was pre-Village Administrator, which would be a reduction from \$7,000 to \$5,000. Village Attorney Gruenke stated if the Board modifies the salary of an elected official it cannot take effect until the following term, according to state law. It was the consent of the Board to consider this measure at a future meeting.

Subdivision Maintenance

Discussion regarding subdivision maintenance. Village Administrator Morani asked for direction from the Board in the event the Village receives complaints about the maintenance of common grounds in subdivisions, such as Caylin Ridge and Steepleview. There was brief discussion about the condition of the landscaping and detention ponds as well as the concept of establishing an SSA to address this issue. It was the consent of the board that the Village should take no action and that a homeowner's association would be the proper mechanism for this maintenance.

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Executive Session

A motion was made by Trustee Malina and seconded by Trustee Picard to adjourn the meeting to Closed Session to discuss litigation.

Ayes: Oster, Picard, Mastromatteo, Malina, Gloeckner, Linthicum.

Nays: None.

Absent: None.

A majority of the Board voting aye, the motion carried and the meeting was adjourned to Closed Session at 8:30 p.m.

Present: Mayor Brandmeyer, Trustees Malina, Gloeckner, Linthicum, Oster, Picard and Mastromatteo. **Board Members Absent:** None. **Staff Members Present:** Treasurer Pollmann; Village Administrator Morani; Code Enforcer Jerry Green, and Attorney Gruenke.

Meeting reconvened at 9:18 p.m.

There being no further business to be discussed by the Village Board, a motion was made by Trustee Malina and seconded by Trustee Gloeckner to adjourn the meeting.

Ayes: Linthicum, Oster, Picard, Mastromatteo, Malina, Gloeckner.

Nays: None.

Absent: None.

A majority of the Board voting aye, the motion carried and the meeting was adjourned at 9:20 p.m.

Tom Pollmann, Village Treasurer
Approved: July 6, 2010