

**April 03, 2012
Village of Sugar Grove
Regular Board Meeting
6:00 PM**

President Michels opened the meeting at 6:00 PM and asked that Trustee Renk lead the Pledge. The roll as then called.

Present: Trustee Paluch, Trustee Bohler, Trustee Johnson, Trustee Montalto, and Trustee Geary.

Absent: Trustee Renk

Quorum Established.

Also Present:

Administrator Brent Eichelberger, Finance Director Justin VanVooren, Chief of Police Brad Sauer, Community Development Director Richard Young, Clerk Cynthia Galbreath, and Director of Public Works Anthony Speciale.

PUBLIC HEARINGS

2012-2013 Budget Hearing

APPOINTMENTS AND PRESENTATIONS

None

PUBLIC COMMENTS ON ITEMS SCHEDULED FOR ACTION

President Michels called for any public comments on items scheduled for action (all items were then read and announced by President Michels) and hearing none, closed this portion of the agenda.

CONSENT AGENDA

- a. Approval: Minutes for the March 6 and 20, 2012 Meetings
- b. Approval: Vouchers

Trustee Johnson **moved to approve the Consent Agenda**. Trustee Montalto seconded the motion. President Michels then called for a roll call vote.

| AYE: | Johnson | NAY: | None | ABSENT: | Renk |
|------|----------|------|------|---------|------|
| | Paluch | | | | |
| | Geary | | | | |
| | Montalto | | | | |
| | Bohler | | | | |

Motion Carried.

GENERAL BUSINESS

Resolution Authorizing an Easement Agreement(s) for the Mallard Point / Rolling Oaks Drainage Project

Trustee Geary moved to **Approve a Resolution authorizing easement agreements for the Mallard Point / Rolling Oaks Drainage Project with the Sauer Trust, Mr. Ratos and Mrs. Dravila, subject to attorney review.** Trustee Renk seconded the motion. President Michels called for any comments and hearing none called for a roll call vote.

| AYE: | Johnson | NAY: | Geary | ABSENT: | None |
|------|----------|------|-------|---------|------|
| | Paluch | | | | |
| | Montalto | | | | |
| | Renk | | | | |
| | Bohler | | | | |

Motion Carried

The Board expressed their pleasure that these easements are completed. The next big hurdle in the process is to gain the Army Corps sign off, specifically regarding the Orchid Survey that is pending.

Discussion – Budget Workshop #2

Finance Director VanVooren outlined proposed FY 12-13 budget. When the General Fund was discussed the following changes were asked to be made.

- 1) Decrease in Natural Gas Utility, Telecom, and net Sales Taxes (01-00-3163, 01-00-3164, and 01-00-3449/01-00-3450) – (\$4,900), (\$5,300), and (\$3,500);
- 2) Increase in legal services for review/revision of personnel manual – (\$1,250);
- 3) Increase in uniform allowance for patrol vests (01-51-6209) – (\$3,600);
- 4) Decrease in snow and ice control to reflect additional salt on hand – \$31,500
- 5) Increase for Parkway Tree Program (01-53-6606, net of 50/50 revenue) – (\$1,500); and
- 6) Increase for street maintenance transfer (01-53-9003) – (\$15,000).

The Board stated that at the time of the 6-month budget review they would like to if funds are sufficient to add additional funds to the parkway tree program. With these changes the proposed FY 12-13 General Fund budget now shows a surplus of approximately \$7,500. Trustee Geary asked that the Village consider exploring a citizen first responder training program.

The Following is a summary of funds discussed and revisions made by the Board.

Fund 30 General Capital Projects Fund

Revenues – The major change between FY 11-12 estimated actual and FY 12-13 proposed revenues is the receipt of loan proceeds from Kane County for the Mallard Point/Rolling Oaks Drainage Project. Expenditures – Significant items include the purchase of 3 new squad cars and expenditures for Mallard Point/Rolling Oaks Drainage Project.

Fund 32 & 33 Industrial Tax Increment Financing District s

No revenues or additional expenditures are anticipated at this time.

Fund 35 Infrastructure Capital Projects Fund

The major change between FY 11-12 estimated actual and FY 12-13 is the inclusion of grant revenue for the Cross

Street and IL Route 47 intersection and Dugan Road STP projects. The Motor Fuel Tax Program expenditures are lower due to the Granart Road LAPP project completion in FY 11-12. Streets program expenditures will be higher than budgeted mainly due to expenditures for the Cross Street and IL Route 47 intersection, Dugan Road, and Bliss and IL Route 47 intersection STP projects.

It was questioned if roads, such as Heartland Drive are on the staff's watch list. Staff answered that all roads are considered in the comprehensive roadway maintenance program. Funding remains an issue. Trustee Geary asked if the staff had reviewed a booklet put out by the state regarding grants and assistance. Administrator Eichelberger answered yes and that staff continually looks at grants. President Michels reminded the Board of how many grants the Village has received for roadway work.

Fund 41 Debt Service Fund

This fund pays the debt service on the 2006A Building Program bonds, the 2008B MFT Road Bonds, and the 2009 Public Works Facility (PWF) refunding bonds. Revenues to cover the Building Program, Road, and PWF bonds are received from a transfer from the Waterworks and Sewerage Fund, Infrastructure Capital Projects Fund, and General Capital Projects Fund.

Fund 50 Waterworks and Sewerage Fund

Water and sewer usage has trended downward over the past 4 years due to a number of factors including: 1) conservation awareness and education; 2) cooler and wetter summers; and 3) the economy. Fixed costs, primarily debt, have stayed constant while revenues have decreased.

The Board approved an operating rate increase of 7.25% and implementation of a water meter program fee of \$1.00 effective with the August 1, 2011 utility bills. Staff recommends the Board approve an operating rate increase of 7.25% to the base and usage and an increase in the water meter program fee of \$0.50 (to \$1.50) effective with the May 1, 2012 utility bills.

The proposed budget includes a split of the current \$50 water service turn off/turn on fee into a \$25 tag fee and \$25 turn off/turn on fee. This change will more accurately reflect the actual cost of the shut off process and reduce the number (and expense) of tags, without increasing the overall cost to users who have their service shut off for lack of payment. The Board approved of amending this procedure in the manner suggested.

The operating expenses for FY 12-13 are proposed to increase by 4.5%, or approximately \$127,400 from FY 11-12 projected actual. Expenses will increase mainly due to repairs to Well 8.

Water Capital expenses for FY 12-13 are projected to be higher than the FY 11-12 projected actual mainly the beginning of the Mallard Point to Settlers Ridge and watermain project in FY12-13.

Fund 57 Refuse Fund

The Village Board approved a new contract with Waste Management effective August 2012. The cost will remain the same through July 2012 and increase thereafter in line with the Chicago Metropolitan Area Consumer Price Index increase, with a minimum of 3% and maximum of 5%. The price will remain the same at \$20.50.

Fund 80 Police Pension Fund

Additions are expected to be higher than the prior year due to an increase in the employee contribution and additional investment proceeds due to more money available to invest. Deductions are expected to be nearly the same accounting for a full year of disability.

NEW BUSINESS

None.

REPORTS

President Michels asked Chief Sauer if the officers were taking advantage of the gun range in St. Charles yet. Chief Sauer answered that they are scheduled for the first week of June to use the range to perform required training. Trustee Montalto inquired about how to go about having b-boxes lowered. Staff answered, contact public works and they will put in a service request.

President Michels stated the county transportation committee had met and stated that they felt this project was great and do support it. It now a matter of obtaining funding from all parties.

AIRPORT REPORT

None.

PUBLIC COMMENTS

None.

Adjournment

As there was no further business meeting was moved to be adjourned by Trustee Johnson and seconded by Trustee Renk at 7:32 p.m. All members in attendance voted Aye in a voice vote.