

**MEETING OF THE BOARD OF TRUSTEES REGULAR SESSION
11004 Carpenter Street, Mokena, Illinois 60448**

Session #022

November 26, 2018

CALL TO ORDER

Mayor Fleischer called the Regular Session of the Board of Trustees to order at 7:02 p.m.

PLEDGE OF ALLEGIANCE

The Board of Trustees and members of the audience recited the Pledge of Allegiance.

ROLL CALL/ESTABLISHMENT OF QUORUM

Clerk Melissa Martini called the roll and the following Trustees were present:

Jim Richmond
Joseph Budzyn
Joe Siwinski
George Metanias
Debbie Engler
Jillian Hersted

Also present were: Clerk Melissa Martini; Village Administrator John Tomasoski; Finance Director Barb Damron; Public Works Director Lou Tiberi; Assistant Village Administrator Kirk Zoellner; Police Chief Steve Vaccaro; Civil Engineer Brian Fei; Community/Economic Development Director Alan Zordan; and Village Attorney Carl Buck.

DISCOVER MOKENA

June Graffy from Curtain Call Theatre presented information on their upcoming production of Nunsense.

COMMUNITY CALENDAR

Clerk Martini presented the Community Calendar.

PUBLIC COMMENT

N/A

CONSENT AGENDA

Village Administrator John Tomasoski presented (7) items on the Consent Agenda for Board approval. These items are strictly administrative in nature.

- a. Motion to grant approval to the Mokena Miracles organization for the delivery of holiday gifts and financial support to Mokena area families in need, Sunday, December 16, 2018, utilizing municipal/Village vehicles.
- b. Motion to adopt Ordinance No. 2018-O-034, an Ordinance pertaining to the classification and number of Liquor Licenses issued in the Village of Mokena; and to authorize the Village President and Village Clerk to execute same.
- c. Motion to approve Ordinance No. 2018-O-035, an ordinance pertaining to the establishment and operation of the site plan and architectural review committee, and to authorize the Village President and Village Clerk to execute same.
- d. Motion to accept the recommendations of the Site Plan and Architectural Review Committees, thereby approving the site plan, landscape plan, photometric plan, light fixtures and building elevations as depicted on the attached exhibits for the property located at 8910 W. 191st Street contingent upon approval of the special use permit request.
- e. Motion to approve Ordinance No. 2018-O-036 as it pertains to the revised Illinois Department of Labor November 16, 2018 Prevailing Rate of Wages and authorize the Village President and Village Clerk to execute the same.
- f. Motion to approve minutes from the November 12, 2018 Board Meeting and Work Session.

Trustee Engler made a motion to approve Consent Agenda Items 6 (a), (b), (c), (d), (e) and (f), as depicted in the November 19, 2018 Request for Board Action prepared by the Village Administrator. Trustee Metanias seconded.

AYES: (6) Richmond, Budzyn, Metanias, Engler, Hersted, Siwinski
NAYS: (0)
Absent: (0)
Motion carried

PRESENTATIONS/APPOINTMENTS/PROCLAMATIONS

N/A

PRE-SCHEDULED PROPOSALS/PRESENTATIONS AND VISITORS

Finance Director Barb Damron presented the FY 18 audit.

Ms. Damron stated that several positive conclusions can be drawn from the Fiscal 2018 audit, which include the following:

- The assets of the Village exceeded its liabilities at June 30, 2018 by \$158,567,706 (net position).
- At June 30, 2018, the governmental funds reported combined fund balances of \$17,004,692, an increase of \$3,845,410 in comparison to the prior year. This total represents three figures: \$3,529,099, which is unassigned and reflected in the General Fund; \$11,477,864 in the Capital Improvement, Repair and Replacement Fund, which is restricted/assigned for capital projects and other special purposes; and \$1,997,729, which is restricted/assigned for purposes associated with the non-major governmental funds (which include municipal audit, school crossing guards, motor fuel tax, IMRF/FICA contribution, tourism, and special tax allocation).
- At June 30, 2018, the business-type activities (proprietary funds) reported combined unrestricted balances of \$13,488,561, an increase of \$815,346 in comparison with the prior year. Of the unrestricted balance, \$13,220,582 is for Water and Sewer Fund activities (which also include Sewer Plant Expansion, Sewer Plant Replacement, Water System Capital Improvements, and Sewer System Capital Improvements), \$163,260 is for the Refuse Fund, and \$104,719 is for the Municipal Parking Lot Fund.
- Current debt levels are incrementally decreasing and manageable. The Village Board has carefully worked to meet the balance of improving our infrastructure while assuming debt and related principal and interest payments that can be met through earmarked sources.
- The Village Board has additionally been able to continue its philosophy of accumulating and earmarking capital reserve funds for current and future improvement projects. These projects include water and sewer utility improvements, various road projects, and facility improvements.

Brad Werner from Wipfli LLP auditing firm provided an overview of the audit.

Mr. Werner spoke about the governance letter and the responsibilities of the auditor. He discussed the Village's accounting policies and stated they found no transactions without authoritative guidance or consensus.

Mr. Werner stated they found no difficulties in performing and completing the audit or working with staff.

Mr. Werner stated that they did not identify any material weaknesses or deficiencies related to internal control matters.

Mr. Werner noted that the auditing firm has provided an unqualified opinion in their report. He also stated that the general fund balance of 36% is very positive and strong.

The operations from the enterprise funds are cash flow positive and the unrestricted fund balance is \$13.5M. The unrestricted fund balance allows the village to invest in projects without additional debt obligations.

Looking at the long-term debt schedule, Mr. Werner stated the Village is on pace to be debt-free in 2024 for bonded debt. He stated these are very good financial health numbers.

Mr. Werner discussed pension plan funding and stated that the IMRF is 89% funded and the police pension fund is 82% funded.

Mr. Werner stated the EAV has grown 3½% from \$751M to \$778M. This is a good strong financial trend that provides a broader base for various tax streams.

The final item Mr. Werner reported on was the TIF compliance report. He stated they had no findings with regard to this report.

Mayor Fleischer stated that this is not unusual for the Village to be in this financial position. This has been happening year after year for many years. If you look at past audits you can see this continues a trend. This Board has a lot to be proud of in the audit. He thanked Mr. Werner for a glowing audit.

Trustee Siwinski pointed out that after many years, the Village switched audit firms. This year's audit continues to reaffirm the previous firm's reports that the Village is in good financial shape.

Trustee Metanias stated that the audit shows that this Board is conservative and spends money wisely.

Trustee Engler acknowledged staff's role in the Village's financial position.

Trustee Engler made a motion to accept the 2018 Audit for the Fiscal Year ended June 30, 2018, as prepared by the auditing firm of Wipfli LLP. Trustee Metanias seconded.

AYES: (6) Richmond, Budzyn, Metanias, Engler, Hersted, Siwinski

NAYS: (0)

Absent: (0)

Motion carried

PUBLIC HEARINGS

N/A

OLD BUSINESS

Crash Champions Special Use

Community/Economic Development Director Alan Zordan presented a special use request from Matt Ebert to operate a 25,431 square foot auto body repair facility in the C-1A, Commercial zoning district for 8910 W. 191st Street.

On August 20, 2018, the Village Board conceptually reviewed this request. The Village Board generally favored the petitioners concept.

On September 20, 2018, the Planning Commission held a public hearing. The Planning Commission unanimously recommended approving the Special Use.

On October 24, 2018 the SPARC review was approved for site plans, landscape plans and architecture.

On November 19, 2018, the Village Board reviewed the terms of the draft Special Use ordinance. The Village Board directed staff to prepare the final documents for consideration.

The proposed building complies with all of the setback regulations set by the C-1A, General Commercial zoning district.

Access to the property shows two private streets, one on the east and one on the west. The easterly street is a full access roadway that is in need of repair. The petitioner is required to repair the road as part of this development proposal. The westerly street does not exist and will be constructed as part of this project.

The Corporate Corridors North Business Park was developed with regional detention ponds to serve all of the lots within the park. As a result, additional detention is not required.

Village regulations require landscaping along the north, east, and west foundation areas of the building. The petitioner requests a variation from this regulation as these areas will not be seen. A six foot fence will screen the tow and storage yards.

Mr. Zordan reviewed the parking requirements and architecture details.

The terms and conditions of the special use permit include:

- Owner agrees to install a solid light brown six (6') foot high PVC fence around the perimeter of any outdoor storage yard and refuse areas.
- Village shall allow an exemption from the foundation landscaping requirements in accordance with the attached landscape plan.
- Owner shall construct the private road west of the subject property prior to receiving a final occupancy inspection.
- Owner agrees that the east private road full depth patching and pavement overlay will be completed prior to issuance the Occupancy Permit

Trustee Engler made a motion to adopt Ordinance No. 2018-O-037 approving a special use permit for an auto body repair facility for the property located at 8910 W. 191st Street, and authorize the Village President and Village Clerk to execute same. Trustee Metanias seconded.

AYES: (6) Richmond, Budzyn, Metanias, Engler, Hersted, Siwinski

NAYS: (0)

Absent: (0)

Motion carried

NEW BUSINESS

Manhole Rehabilitation Project Bid Recommendation

Civil Engineer Brian Fei reported that the bid opening for the FY 19 Manhole Rehabilitation Project was held on October 24, 2018. The work includes cover replacement, chemical grouting, curtain grouting, internal and external chimney sealant, and miscellaneous repair work of approximately 63 sanitary manholes. RMS Utility Services was the low bidder at \$107,740.00 which is \$12,260.00 lower than the budgeted amount of \$120,000. RMS Utility Services has performed this work for the Village of Mokena in previous years.

Trustee Engler made a motion to award a contract for the Fiscal Year 2019 Manhole Rehabilitation Project to the lowest bidder, RMS Utility Services, McHenry, Illinois, in the amount of \$107,740.00 and to authorize the Village President and Village Clerk to execute same. Trustee Metanias seconded.

AYES: (6) Richmond, Budzyn, Metanias, Engler, Hersted, Siwinski

NAYS: (0)

Absent: (0)

Motion carried

VILLAGE ADMINISTRATOR'S COMMENTS

Village Administrator Tomasoski requested Community/Economic Development Director Alan Zordan update the Board on development and business activities. Mr. Zordan provided an update on new businesses and highlighted businesses offering Hostess gifts.

Administrator Tomasoski provided information on entities accepting donations to help local families in need.

TRUSTEES' COMMENTS

Trustee Engler complimented Public Works crews on a great job cleaning up the snow from the streets. She also reminded residents not to shovel snow onto the streets.

Trustee Metanias commented on the traffic signal being out at 191st/LaGrange Road. He inquired if there was anything the Village can do if something like that happens on a main road.

Chief Vaccaro stated that due to the inclement weather he did not have personnel directing traffic. They were however, monitoring the situation. Also, the lights were on a flashing red.

Trustee Metanias hoped everyone had a good Thanksgiving and with the bad weather requested travelers to drive safely.

Trustee Siwinski complimented Trustee Engler on the Christmas Fest parade. He thanked public works for the downtown lights. He thanked Ms. Damron for a good job on the audit. He complimented Public Works crews on getting the roads cleaned up after the snow.

Trustee Budzyn expressed his thanks to Public Works crews on the good job cleaning up the roads after the snow. He hoped everyone had a good Thanksgiving and is looking forward to Christmas.

Trustee Hersted commented on the downtown lights and thanked Ms. Damron for her work on the audit.

CLERK'S COMMENTS

N/A

MAYOR'S COMMENTS

Mayor Fleischer commented on the snowman lights.

ADJOURNMENT

Trustee Richmond made a motion to adjourn the meeting at 7:37 p.m. Trustee Siwinski seconded.

AYES: (6) Richmond, Budzyn, Siwinski, Metanias, Engler, Hersted

NAYS: (0)

Absent: (0)

Motion carried

Respectfully submitted,

Frank A. Fleischer, Village President

ATTEST:

Melissa Martini, Village Clerk