

**PROCEEDINGS OF A REGULAR MEETING
OF THE VILLAGE BOARD OF TRUSTEES**

Wednesday, April 19, 2023 at 4:00 PM

PRESENT:

Mayor: Alysa Plummer
Trustees: Justin Leitgeb
David Marshall
Lili Lanphear
Village Clerk: Dorothea M. Ciccarelli

CALL TO ORDER

Motion by Mayor Plummer and Leitgeb trustee seconded to call the meeting to order.

Vote: Plummer – yes, Marshall – yes, Leitgeb—yes. *Motion passed.*

CONFLICTS OF INTEREST DISCLOSURE

The Board members indicated that they had no conflicts of interest to report.

PURPOSE OF THE MEETING

The request of Trustees Marshall and Leitgeb came out of the last budget meeting. Trustees reached out to The Village Treasurer to review approaches to the budget. There is now an adoptive tentative budget.

BERNARD P. DONEGAN (BPD), INC. QUOTE FOR SERVICES

The Village Treasurer informed the Board that she had received a quote of \$5,000 from BPD, instead of the previous \$2,000 that the Board approved. She requested the Board approve the additional funds so she could provide the Board with estimates on BANS and BONDS. The financial advisors would also meet with the Board once the information was completed to review the numbers.

The Treasurer states that the board is welcome to interview financial advisors, yet the homework has been done. Several local municipalities have used BPD as financial advisors as a routine process preceding issuing debt. Additionally, they have been used by the Village. Waiting for further review of this service will put a hold on pending vendors. Getting quotes is time-consuming, and the bandwidth for more quotes is not feasible in the immediate calendar. If more interviews are arranged, a Trustee is invited to join in. Any amendments to the budget to cover this service can be retroactively applied through a purchase order. BPD expenses will come from the current budget, which has remained controlled, including incoming revenues. Bond and financing debt is dropping off the budget within the next two years, so it is suggested that those specific funds should be moved to reserves.

Trustee Leitgeb reviews the quote letter, referencing the itemized fees, and admittingly states he is less familiar with municipal bonds. In such a regard, he feels we are paying for a “sales pitch.” He is interested in seeing additional quotes. He states that if we are going to take on critical projects and financial services, then we should have the funding to pay for the debt acquired, which that debt isn’t included in the budget now.

Trustee Lanphear- Questions if there is a hard stop on the timing of the approval of these services.

Mayor Plummer assures us that financial advisory services are necessary. Offers to extend an option to get more quotes. Continuing the interviewing process will affect current RFPs, the capital improvement project for South and Wood (sidewalks grant), and the \$100,000 backdoor grant. Inevitably we will table this for now. This delays vendors, and they may not stick around, or bids will expire, including the grant from Senator Brooke’s office. Tax funds have been tied up that we can use to front money for grants and projects.

PROCEEDINGS OF A REGULAR MEETING OF THE VILLAGE BOARD OF TRUSTEES

Wednesday, April 19, 2023 at 4:00 PM

Trustee Marshall- asks clarifying questions about rates and when the municipality used BPD for services; [8 years ago]. Which projects are the priority to get done this year?

Trustee Marshall knew of BPD, not through professional municipal services, thus without conflict. He doesn't foresee that the quote was shared to drive up a cost or competitively and assumes they would rather have an hourly rate and maintain the reputation they have upheld in the community. They have 10- days is the timeline to make adjustments to the current budget. He questions Trustee Leitgeb, "Would you concur that we need to get this road work done this year independently from the backdoor project, and we will need a ban or bond?" The priority should be putting money in reserves, not accumulating more debt.

The Superintendent responded to Mayor Plummer's question regarding projects arising from better weather in itself. 50% of the GPI project mapping is being done at this moment. This approval would say that GPI bids can begin knowing that funds will be approved. This was 1st proposed in 2017 and thus is a 'future project and part of a schedule.' We are trying to establish reserves to pursue projects interrupted; we haven't had the approved financial leverage to prepare for projects, and it has been this way for quite some time.

The Board requested that the agenda item be tabled.

FIRE REPAIR AUTHORIZATION

The Treasurer requested approval of the fire repairs as an emergency to avoid more damage from weather and critters. We don't have time for more bidding. The fire insurance company is issuing a check. The repairs included fixing includes the roof, the soffit, the downspout, everything that was affected outside, painting inside the village hall, painting upstairs, and new carpet upstairs, all of which has been approved by the insurance company, including a portion of funds paid to Serve Pro. \$4000 is still being held back until all the repairs are completed.

Trustee Lanphear reminds the process of bids as emergency measures.

Motion by Trustee Marshall and seconded by Trustee Leitgeb to approve the expenditures related to the repair of the Village Hall due to the Fire Damage.

Vote: Marshall- yes, Plummer – yes, Lanphear – yes, Leitgeb—yes. *Motion passed.*

HANDICAP CHAIR LIFT

The Treasurer states that The Legion handicap chair must be replaced because it affects accessibility. She requests the board to authorize a fund balance of up to \$20,000 with the lowest quote of \$17,500. Explains how the expense will likely show as a negative, and without funds readily available, the money will come out of the fund balance. The current lift chair was bestowed with a past grant, and no current grants are available to apply for.

Trustee Marshall asked if the chair would be necessary once the backdoor project was completed. He then asks what the highest amount is to anticipate from the fund balance. He asks if there is a risk that amount would straddle the budgets and if the tentative budget should account for such an amount resulting in a potential reserve.

Mayor Plummer clarified that the backdoor project would not be handicap accessible and rather a restoration project for the building.

Trustee Leitgeb asks what year the budget line would fall under.

Trustee Lanpher asks if any of the current equipment can be re-used. Mayor Plummer and Superintendent Bleier both state that everything will be properly discarded and unusable.

**PROCEEDINGS OF A REGULAR MEETING
OF THE VILLAGE BOARD OF TRUSTEES**

Wednesday, April 19, 2023 at 4:00 PM

Motion by Trustee Marshall and seconded by Trustee Leitgeb to approve the use of Fund Balance for the replacement of the handicapped chair.

Vote: Marshall- yes, Plummer – yes, Lanphear – yes, Leitgeb—yes. *Motion passed.*

REVENUE FOR THE 2023-2024 BUDGET/ GENERAL & SEWER APPROPRIATIONS

Trustee Leitgeb asks, granted time for this meeting, if the board “will entertain the budget as defined by Trustee Marshall, along with provisions discussed today, debt services.

Mayor Plummer references an email sent out by Trustee Marshall regarding the juxtapositions between employee benefit portions of sewer appropriation and sewer wages, attempting to understand the rationale.

Trustee Marshall responds that the sewer has always run into black and new because of too many appropriations the fund is running in the red. By not appropriating funds, they could accumulate a surplus. The sewer fund has benefit costs that should not be higher than wages. The benefits are at least half of the sewer, and they should come down.

The Treasurer informed the Board the are directly from the wage sheet, determined by prior structures; they went up due to salary increases and additional personnel, with no correlations to the black and red percentages Trustee Marshall was referring to. Per Trustee Marshall, Treasurer Ciccarelli is leaving pre-existing items but states that wages need to return to the original appropriation. Mayor Plummer will adhere to reviewing resolutions to sewer with the Treasurer, in addition to asking the Trustees for support in running numbers. It is agreed that Trustees Leitgeb and Marshall will sit with the Treasurer on Monday, April 24, 2023.

Motion by Trustee Marshall and seconded by Trustee Leitgeb to approve as presented by the Treasurer

Vote: Marshall- yes, Plummer – yes, Lanphear – yes, Leitgeb—yes. *Motion passed.*

MEMBER ITEMS

The Superintendent and Treasurer ask for approval on an updated banner and flag form. There was no existing form prior to this document. Superintendent Bleier agrees to hold form usage as the board discusses further.

Trustee Lanphear presents that the routine process has been of trustees reviewing applications for banner and flag approvals. Treasurer Ciccarelli states the application protocol will not change. Mayor Plummer shares this form as a continuation of the message board application.

Trustee Marshall would like to restructure the language of the form. Mayor Plummer agrees. Trustee Leitgeb agrees and adds that the banner and flag process with form approval is a bigger discussion to be added to another meeting.

The board agrees that it be added to the next agenda.

ADJOURNMENT

Motion by Mayor Plummer, and seconded by Treasurer Ciccarelli, to adjourn the meeting at 5:34 PM.

Vote: Marshall- yes, Plummer – yes, Lanphear – yes, Leitgeb—yes. *Motion passed.*

Alexandria Torres Vaughn, Deputy Clerk