



Village of Maple Park

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**FINANCE AND PR&D COMMITTEE
AGENDA
TUESDAY, JULY 28, 2020
MAPLE PARK CIVIC CENTER
302 WILLOW STREET, MAPLE PARK
7:00 P.M.**

1. CALL TO ORDER

Chairman Higgins called the meeting to order at 7:03p.m.

2. ROLL CALL / ESTABLISHMENT OF QUORUM

Chairman Higgins asked for a roll call. Trustee Fahnstock, Trustee Ward, Trustee Higgins answered present. Trustee Rebone was absent.

Also present were Village President Kathleen Curtis, Village Administrator Dawn Wucki-Rossbach, Village Treasurer Cheryl Aldridge, and Village Clerk Terri D'Amato.

3. PUBLIC COMMENTS - *Any resident wishing to address the Committee may do so according to the guidelines set forth in the "Rules for Public Comments at Public Meetings" handout. Please complete a speaker request form and submit it to the Village Clerk. You may also do so by submitting an email to villageclerk@villageofmaplepark.com in advance of the meeting. The Village Clerk will read such comments during the Public Comment portion of the meeting.*

Steve Mendel – Owner of property at 19025 E. County Line Road in Maple Park, and indicated he was not aware his property was tied into the city sewer/storm line.

Trustee Rebone sent an email with his comments on the topics on the agenda, and Village Clerk D'Amato read them to the committee members.

“Item #5 - I have concerns only having 1 sewer connection when the property is being utilized as two residencies. This leads to a health issue for me. That being said, I'm OK with the text amendment adding non-resident rates, I am not in favor of reducing connection total but to find a good faith engagement with Mr. Mendel I wouldn't want to pursue repair fees...in general I would like to hold off on fee's like this particularly in this instance, until we have good understanding of illegal connections (I will touch on that further in CIP).

Item #6 - The CIP looks good. I would recommend for the lift station pumps that the cost be 16k for all three FY's not 16k, 10k, 16k. I understand it's itemized as pull / repair but in good diligence always prepare to replace out right and 16k is a fair amount for a Barnes pump. To touch back on illegal sewer connections, I would like to include smoke testing to our televising / root cutting plan. This doesn't have to be Village wide and serves no purpose to do anything built after 2000 but would be wise to explore potential problem areas and that would help get ahead of issues like Mr. Mendel is facing with the Village now.

Item #7 - Nothing of note for Finance. Proceed to Board for consideration of Full Time Administrator and yes for increase in Police Hours.

Item #8 - Proceed to Board for both items.

Copies of the email were distributed to the committee members as well.

4. APPROVAL OF MEETING MINUTES

- June 23, 2020

Motion by Trustee Fahnestock with 2nd by Trustee Ward to approve as read. Motion carried by voice vote.

5. 19025 EAST COUNTY LINE ROAD

- a) Text Amendment Adding Non-Resident Sewer Rates
- b) Request to Consider the Number of Sanitary Sewer Connections

Chairman Higgins turned it over to Village Administrator Wucki-Rossbach, who explained that there was a sinkhole at County Line and Maple Park road. Sanitary sewer line was discharging into that storm sewer as a result of this improper connection. Contacted the property owner in regards to the issue. Property owner is requesting a single sanitary sewer connection even though property is currently set up as two residences with only one B-Box for the water meter.

Suggested to property owner that he pay appropriate connection fees, and the village will establish a non-resident sanitary sewer rate to coincide with the non-resident water rate. Billing would be made and sent to property owner and not any renters or tenants.

After additional discussion, consensus of the committee was:

- Give property owners permission to connect the property to the village's wastewater system
- Property owner will pay for the sewer connection charge, inspection charges, and water/sewer impact fee in the amount of \$4,599.18.
- Property owner will be responsible for non-resident rate charges for wastewater service.

Motion by Trustee Higgins with 2nd by Trustee Fahnestock to approve 1 (one) sanitary sewer connection. Motion carried by voice vote.

Administrator Wucki-Rossbach will draft updated agreement for all parties to sign.

6. FIVE-YEAR CAPITAL PLAN

- a) Review and Recommendation

Administrator Wucki-Rossbach reviewed the Five-Year Capital Plan with the committee members. Concerns about revenue projections and if any of these projects/issues are currently affordable, as projections in revenue loss will be difficult. Suggestion was made to extract large projects, and keep the list as budget items discussed, or create a separate list of those items that are ready to be handled or taken care of.

7. FY 2021 REVENUE AND BUDGET REVIEW

- a) Financial Overview of Revenues and Expenditures

Treasurer Aldridge reviewed the June financials with the committee, and indicated that she will have the updated July numbers next Tuesday at the full board meeting.

Treasurer Aldridge left the meeting at 8:25p.m.

b) Consideration of Full-Time Village Administrator Position

This item will be discussed in closed session at the next board meeting on August 4, 2020.

c) Increase in Police Officer Hours

There was a concern over having enough police coverage on Sundays, and suggestion was made to add another 8-hour officer to Sunday's coverage. If the funds to cover this additional coverage are not currently in the budget, a budget amendment will need to be made but this additional officer hours are supported by the Police Department. Consensus was to bring before the full board for approval.

Treasurer Aldridge left the meeting at 8:25p.m.

8. TIF DISTRICT

a) Policy – Review and Recommendation

Administrator Wucki-Rossbach summarized the current TIF Policy with the committee members. After much discussion, the following items were suggested by consensus:

- Break down the current policy according to Residential, Commercial, Senior/Elder
- Keep pages 1-9 of the Policy
- Remove Attachment A – pages 10-98
- Page 102-Application
 - Must not exceed 5K
 - 50/50 Property owner/Village
 - 1 (one) per property every 3 (three) years
- Page 105-Define TIF eligible projects (Attachment A)
- Page 107 – Final Inspection, copies of receipts, payment received

b) Municipal Advisory – Review and Recommendation

Administrator Wucki-Rossbach shared with committee what this role would be in relation to the current TIF project. Plan is to meet with Treasurer Aldridge and Attorney Herb Klein to review revenue of TIF districts and any TIF projects that have been completed. Letter of Engagement is required, along with a Moody's review. After some discussion, consensus was to consult with village attorney regarding TIF consultant and to forward to full board the recommendation to obtain Municipal Advisor services.

Village President Curtis left the meeting at 8:50p.m.

9. ADJOURNMENT

Having no further business before the committee, motion by Trustee Ward with 2nd by Trustee Fahnstock to adjourn. Motion carried by voice vote. Meeting adjourned at 9:35p.m.

Respectfully submitted,

Terri D'Amato
Village Clerk