

CALL TO ORDER:

President O'Leary calls to order the Committee of the Whole meeting of the Village Board at 7:03 pm.

ROLL CALL:

Trustees Gorman, Carlini, Lynam, Cichowski, Mahony and President O'Leary.

Trustees Ruffulo is absent, but participates via phone until 8:20 pm.

Also in attendance are Village Manager Frank Koehler, Police Chief Terry Mee, and Public Works Director TJ Moore.

OLD BUSINESS: None

NEW BUSINESS:

A. Changes to Fee Schedule for Water and Sewer

Trustee Gorman states that Sue Behrens suggested making the capital improvement charges more consistent. This is just for clarification.

L. Richardson Water Rate

Mr. Moore states the residents of Richardson subdivision were being charged an outside corporate rate for water, however wastewater was the regular rate. We were charging 200% and now are charging 150%. Attorney O'Connor reads a section of the contract and interprets it as the Richardson subdivision residents should be paying the same as the village users, therefore, Mr. McNamee's interpretation is correct. Attorney O'Connor adds that we are not under obligation to return monies. This topic will go in front of the board at a regular village board meeting.

J. Public Safety Building

Dan Atilano of Burnidge Cassell and Associates presents the proposal for the professional services to produce a site plan for the proposed police facility at the east corner of King Street and Route 72. This topic will go in front of the board at a regular village board meeting.

H. Sick Leave Donation policy

Currently there is an employee on extended medical leave. This prompted staff to come up with a policy to allow employees to donate sick days, vacation days and comp time to another person's bank of hours. Although hours cannot be transferred back, all feel that this is a good policy. This topic will go in front of the board at a regular village board meeting.

I. Tuition reimbursement policy

Staff looked at comparable programs in other towns and suggests reimbursement at public school rates with a passing grade of C or better. This would be done on the employee's time and the village would not reimburse for books. If an employee leaves the village within one year, they will have to fully reimburse the village and if they leave within two years, they would have to reimburse the village 50% of the cost. Trustee Carlini is against any new programs like this until the Wal-Mart situation is played out. Trustee Cichowski is in favor of the program, but would prefer to put it off until 2010. Trustee Gorman and President O'Leary are in favor of the program. Trustees Mahony, Lynam and Ruffulo for in favor of the program but would like to raise the grade to a B or better and limit reimbursement to an associates or bachelors degree.

Administrator Koehler will revise the policy and bring it back in front of the board to vote on.

E. Vacant Building Fee

Administrator Koehler states that they are asking the board to approve a \$50 one-time fee for the registration of vacant buildings in the village. They would like to be able to show these available properties on the village's website. He also mentions that it is the property owner's responsibility to maintain the property so it can be leased. Trustee Gorman suggests the fee be annually.

G. Finger Printing Fee Charge

The suggested charge is \$20.00. All are in agreement and the \$20.00 charge will be placed on the fee schedule.

K. Financial Planning Calendar

Trustee Gorman requests that the board review the Financial Planning Calendar.

R. Institute a Top Ten List

President O'Leary would like to get input from all employees on what their thoughts are on the top ten issues / projects for the village. The information would then be compiled and this topic would be placed on a COTW agenda for August.

Q. Board Room Security

President O'Leary asks the board if they would like to continue with the posting of a police officer outside the door of the annex during the regular board meetings. Although some feel that it is not necessary, the majority would like to continue to see an officer at the board meetings.

D. Hotel Tax

Illinois State Statutes allow municipalities to levy a hotel / motel tax of up to 5%. These tax monies could be used for economic development. This would be easier to implement now since there are currently no hotels in town. Administrator Koehler states that this is a common procedure and suggests a 5% charge. All are in agreement.

P. Maiden Lane ROW vacation

President O'Leary states there are six lots and the village is looking to vacate the street for four of the lots and maintain an egress for right of way access. This is just house cleaning as a previous board took action on this in 1956 and in 1963. The village is not putting in a street but will be leaving the egress. He asks for a legal description and an ordinance for a board meeting in July.

M. Scope of services with Vandewalle

Vandewalle's services have been cut because of the hiring of Bob Skurla. Mr. Skurla is our contact on the street and Vandewalle is the vision. Although we need less time from Vandewalle, they are needed and the village should move forward with the contract. There will be no penalty if we use them less than the dollar amount stated. This topic will go in front of the board at a regular village board meeting.

B. Board Room Procedure

C. Sub-committees for this current fiscal year: Responsibilities, communications and disseminating information to the board

N. Board agendas and general board meeting guidelines

President O'Leary asks the board to review the draft agendas when they come out. He asks that the trustees review their subcommittees and requests that they do not put anything on the agenda if it is not ready, but rather place the item on a COTW agenda. This does not apply to items that have a deadline, like the budget. He also asks the board members to email him if they do not want to be on a certain committee. And lastly asks that board members take charge and communicate.

O. Email policy: EDFOIA email account

Attorney O'Connor states that an email policy can be drafted. The policy could include that every 30 days emails would be reviewed and FOIAble documents would be maintained. If any documents relate to official municipal business they should be maintained. Final document should be public record, not drafts. President O'Leary suggests that a small group get together to identify the types of documents and to create guidelines. We need to learn which documents to keep, look into creating email retention and then staff could review the documents every 30 days. This policy would be legislatively activated by ordinance.

F. Intergovernmental Agreement with Barrington

The board will hold off on this topic until they get more information.

On a different topic, East Dundee received a \$25,000 grant from Kane County for sewer lining project. This allows the village to put this towards an overhead sewer grant that we may want to provide as a village. The County will give a presentation at the next board meeting, as they would like to offer some relief to residents facing foreclosure.

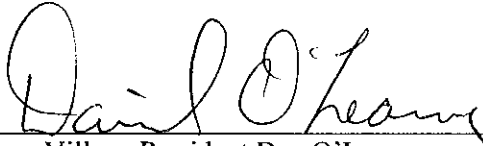
ADJOURNMENT:

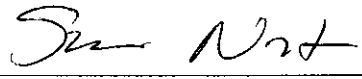
Motion to adjourn the COTW meeting by Carlini/Mahony at 9:10 pm.

Roll: 6 Ayes (Gorman, Carlini, Lynam, Cichowski, Mahony, and President O'Leary), 0 Nays, Motion carries.

Respectfully Submitted,

Susan Norton

By: 
Village President Dan O'Leary

Attest: 
Village Clerk Susan Norton