

**COMMITTEE OF THE WHOLE MEETING**  
**Village Hall, 102 South Second Street**

**February 13, 2012 - 7:30 pm**  
**Village of West Dundee**

**I. CALL TO ORDER:**

President Keller called the Committee of the Whole Meeting to order at 7:33 pm.

**II. ROLL CALL:**

Present were Village President Larry Keller, Trustees Julie Voss, Becky Gillam, Tom Price, Norm Osth, Pat Hanley and Andy Yuscka. Also present were Village Manager Joe Cavallaro, Finance Director David Danielson, Police Chief Andrew Wieteska and Village Attorney John Brechin. There were zero (0) people in the audience.

**III. PLEDGE OF ALLEGIENCE:**

Trustee Osth led the Board and those in attendance in the Pledge of Allegiance.

**IV. APPROVAL OF AGENDA:**

**MOTION:** Moved by Trustee Voss and seconded by Trustee Yuscka to approve the agenda as presented. Upon roll call, motion was approved.

**AYES:** Trustees Voss, Gillam, Price, Osth, Hanley and Yuscka

**NAYS:** None

**ABSENT:** None

**V. VILLAGE PRESIDENT'S REPORT:**

President Keller reported on two meetings that he attended last week at CMAP (Chicago Metropolitan Agency for Planning):

The first was the Executive Council of Mayors meeting regarding STP transportation projects and a new performance based criteria and methodology for project approvals.

The second was a CMAQ (Congestion Mitigation and Air Quality), where the addition of timelines for grant funded projects was discussed.

President Keller advised that the annual evaluation of the Village Manager is slated for discussion at the March 5 Regular Board Meeting. He requested a list of strengths, weaknesses and goals from each Trustee. Trustee Osth requested a status report from Manager Cavallaro regarding his current goals.

President Keller read a letter of thanks from the Dundee Lions Club regarding their annual Christmas Tree Sales. The letter stated that \$5,000 was raised for their charitable endeavors.

**VI. REPORTS AND QUESTIONS FROM TRUSTEES:**

Trustee Osth asked that Public Works trim back plants that are falling into the walkway outside of Village Hall.

## **VII. VILLAGE STAFF REPORTS:**

Manager Cavallaro reminded the Board that the Strategic Planning Session is scheduled for Monday, February 20 at 11:30 am at Public Safety Center #2 in the training room. The Regular Board Meeting will follow immediately after, at approximately 4:30 pm at PSC2.

Chief Wieteska advised that Officer Breon is out for 3 months with a fractured wrist. He also advised that SAS Burke and Sergeant Fletter attended the Illinois Special Olympics Kick-Off in Springfield last week, at which the West Dundee Police Department received an award for fundraising in excess of \$6,000 in 2011 to support Special Olympics programs.

Trustee Yuscka asked Chief Wieteska if the Police Department has been asked to send staff to assist with the G8 Summit in Chicago in May. He advised that Sergeant Gorski and Officer McCarthy are expected to be called as part of the Mobile Field Force, and possibly Special Response Team (SRT) member Officer Ficek.

## **VIII. ITEMS FOR DISCUSSION:**

### **A. FY 2011-12 3rd Quarter Financial Report**

Director Danielson presented the 3<sup>rd</sup> Quarter Financial Report. He stated that the economic outlook had been strong until October, but has weakened more recently due to poor sales tax months, declining interest rates for investments and other factors.

General Fund cash and investments are expected to end FY 2012 at \$1.2-million, about \$300,000 short of the budgeted amount.

Director Danielson noted that the FY 2012 Budget was hit with unanticipated expenditures including \$25,000 in IT equipment replacements due to a lightning strike. Manager Cavallaro advised that Department budgets will be reevaluated to see if any discretionary or capital expenditures can be identified and eliminated for the 4<sup>th</sup> quarter of the fiscal year.

Sales Tax has decreased \$60,000 for the first 9 months of the fiscal year, over the same period last year. The majority of the decline occurred in the 3<sup>rd</sup> Quarter. Sales Tax reports for November and December are not yet available, and historically account for 35% of the sales tax for the year.

Director Danielson advised that interest rates for new 2-year CDs are currently at 0.75%. He advised that the FY 2013 Budget would include a recommendation to pay off the First American Bank note, which has \$1.6-million remaining at 3.5% interest, instead of reinvesting in CDs at this low rate. The Village's goal has been to pay off the note by July 2013.

The Water and Sewer Fund revenues have exceeded expenditures by \$40,000, even considering an estimated \$8-9,000 per month of lost treatment costs for a major leak identified at Jelke Creek.

It was noted that the L.A. Fitness development will provide about \$60,000 in building permit fees, and because it is in the TIF district, will allow for reimbursement of some of the Village's investments made in the area.

A Special Board Meeting to begin discussions regarding the FY 2013 Budget is anticipated for March 19.

## **B. Red Light Camera Program Update**

Chief Wieteska presented the annual report on the Red Light Camera Program, which has now been in place for a full 3 years.

Chief Wieteska advised that the availability of intersection video has been a major benefit to crash investigations and identification of fleeing vehicles. With respect to the Boncosky Road red light camera, it was noted that the potential exists for fatal crashes involving semi trucks, as straight-through red light violations are common for these heavy vehicles.

President Keller commented that the existence of a red light camera encourages more careful driving, as indicated by the reduction in crashes at both intersections. In 2011, both intersections reported the lowest number of crashes from all approaches since 2006.

Chief Wieteska advised that the contract with RedSpeed has been renegotiated. The balance owed for lease expenses in excess of revenues has been zeroed out as of November. The break-even point for the program is approximately 40 violations per month. Based on trends and new supervision of the program under Sergeant Antonacci, revenues of \$6-10,000 are expected next year.

Trustee Osth asked if infrared capabilities had been added to the cameras; Chief Wieteska confirmed.

Chief Wieteska recommended that the program be continued another 12 months. Trustee Gillam inquired about the length of the contract with RedSpeed. Chief Wieteska advised that it could be cancelled at any time with 90 days notice.

## **C. Weather Warning Siren Replacement and Upgrades**

Manager Cavallaro cited the malfunction of the Boncosky Road weather warning siren at 4:30 am on January 4, during which the battery backup connection had to be severed to stop the siren, as the impetus for this recommendation. IT Coordinator Spiro has offered a three-fold recommendation:

- 1) Replacement of the Boncosky Road siren, which is the oldest in the community (20 years) and was irreparably damaged during the aforementioned incident. The quote for replacement by Braniff Communications is \$18,220.70.
- 2) Upgrade of the three other weather warning sirens to meet FCC narrow banding requirements that must be completed within the next calendar year, at a quoted cost of \$4,144.
- 3) Installation of emergency key shut-offs for the three existing sirens, to facilitate manual shut-down of the battery backup in the event of a malfunction. The quote for this installation is \$1,784.

Competitive bidding would be waived as Braniff Communications is a single-source vendor. It was noted that other options that were quoted are for different equipment; Braniff alone manufactures and services the recommended equipment, as well as all other weather warning sirens in the QuadCom area. A vendor change would pose issues with maintenance and compliance within the system.

The siren replacement is being recommended ASAP, as the tornado season is fast approaching. Approval for the contract and expenditure will be included on the Consent Agenda for the February 20 Regular Board Meeting.

The siren replacement and upgrades will be funded from the Capital Projects Fund. It was noted that this would be offset by two budgeted capital purchases that have been suspended for FY 2012: The purchase of a one-ton dump truck for snow removal operations, delivery of which has been excessively delayed beyond the snow season, and the purchase of a replacement ambulance.

**IX. EXECUTIVE SESSION:** There was none.

**X. MISCELLANEOUS:**

Trustee Voss inquired about complaints she has received from residents in the Hills and Tartans area regarding sanitary sewer odor. Manager Cavallaro advised that staff has visited the area on numerous occasions. It is thought to be a septic field issue on an adjacent unincorporated parcel, but no evidence of such has been identified. He asked that Trustee Voss encourage these residents to call the Village when the odor is detected.

**XI. ADJOURNMENT:**

**MOTION:** Moved by Trustee Gillam and seconded by Trustee Voss to adjourn the Committee of the Whole Meeting. Motion passed unanimously upon voice vote.

The Committee of the Whole Meeting adjourned at 8:53 pm.

**ATTEST:**

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Kim Tibbetts  
Deputy Village Clerk

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Larry Keller  
Village President