

REVISED MINUTES OF TOWER LAKES

BOARD OF TRUSTEES MEETING

Date: January 21, 2002

Location: Village Office

Time: 7:10 pm

PLEDGE: President Kuskowski called the meeting to order and led the Pledge of Allegiance. Sign in sheet circulated.

1. ROLL CALL: Present: Village President Kuskowski, Trustees Adams, Aitken, Cantieri, Parro, Rigali, Village Clerk Leitner and Village Treasurer Gidley. Also in attendance: Dorothy Pratt, Deputy Village Clerk and newsletter correspondent.

Absent: Trustee Filippell.

2. APPROVAL OF MINUTES: Motion by Trustee Parro to approve the minutes of the December Village Board Meeting as amended, seconded by Trustee Rigali and followed by a Roll Call vote: AYES: Trustees Adams, Aitken, Cantieri, Parro, Rigali. NAYES: None.

3. PUBLIC COMMENTS: Martin Luther King, Jr. remembered- Trustee Rigali read the couple of submissions. Next year we'll try to get a head start on this worthwhile project.

Sarah Sellers and Margaret Patronik-Leaf Burning. Seek Village approval to place an insert in the newsletter re health risks on leaf burning in next month's newsletter. In discussion, Sellers and Patronik mentioned that Lake County already exceeds federal airborne particulate levels. Lake County Board of Health and SWALCO support banning of burning. Other villages have banned burning and some have established Boards of Health, ex: Elgin, Lake In the Hills, Lake Villa. Lake Barrington restricts leaf burning (not a great alternative due to concentrated levels of airborne particulates on specific dates). Barrington Hills eliminated leaf burning without formal ordinance. Tr Cantieri suggests contacting these villages to see how they achieved the change to non-burning. Alternatives: Sweeper trucks--Waste Management does bag and truck , but does not have time to share this resource. No one who has a sweeper truck has enough time to share, including area municipalities. Final point-please consider liability issue

created by lawsuits by families with respiratory problems. Pres Kuskowski noted that the Village has stepped up enforcement of the ban. Chief Sinacore noted that the federal funds Elgin obtained come from sources where much money is available. Trustees agreed that there are many costs associated with any change in program, in addition to garnering consensus within the community. Tr Rigali will host a Health and Sanitation Committee meeting to discuss and invite public input. Alternatives to leaf burning must be developed. A community survey might be in order.

4. WATER SYSTEM REPORT: Pres Kuskowski reported that the November and December monthly reports have been received—consumption was normal. Ran Wells 4 and 1 to clean out rust chips by reversing the flow. Tr Adams requested notice prior to running the wells, so residents can prepare for it.

DCCA Grant: President Kuskowski reported a double payment to Fields of Green which was refunded, so the balance remaining in this fund is \$4,000.00 rather than \$3,400.00.

5. PLAN COMMISSION: Re: Comprehensive Plan—Plan Commission Chair Greg Valicka thanked the Board for its comments, and handed out the revised Comprehensive Plan.

Barclay's Woods: In attendance at the Plan Commission Public Hearing held January, 2002 were Jack Lageschulte, the Developer, and two residents of CCE The Plan Commission recommends the Board approve the Barclay's Woods development, subject to the following caveats:

1. Check with IDOT to see whether ingress from Rte 59 heading north is possible for construction traffic temporarily. Resident Larry Gold will work with Mr. Lageschulte and IDOT on this. Also, consider alternating the construction traffic between Pebble Creek and Rolling Green;
2. Consider /work with resident Bill Powers to move, berm and/or landscape the Pebble Creek extension;
3. Consider moving the driveway to Lot 8 from the east to the west side of the lot. (Mr. Lageschulte noted that it is unlikely he will change this due to the slope of the lot on the west side.); and
4. Have the Village Arborist walk the proposed roadbed to reduce number of mature trees eliminated. Tr Adams

suggests having him look at the Elms also. Chair Valicka enquired whether the Village has a reforestation requirement of developers (no).

Tr Cantieri mentioned that the Building and Zoning Committee held a meeting to review these concerns, and responds as follows:

1. If IDOT agrees with this plan, B&Z will be happy to go along with it.
2. It appears that resident Powers hand developer Lageschulte have already come to terms.
3. Perhaps this concern is best addressed with landscape screening.
4. The Village Arborist has a list of recommendations for this concern.
5. Select the shortest driving path to the project and require periodic repair throughout project. Consult with Cuba Township regarding schedule of periodic repairs recommendations.

Tr Parro noted that the GIS project is based on recorded plats, so the Village should make certain that the final plat for this development is recorded rather than the current, preliminary plat.

6. ZONING BOARD OF APPEALS: No Report.

7. **BUILDING AND ZONING:** Tr Cantieri presented the report. Only one permit issued. Tr Cantieri has sent letters to outstanding ordinance violators; has had some telephone calls in response. One, a South Hills resident with a pop up camper in his driveway said he was told it was okay by an unnamed trustee. Another resident on Robin, with an outbuilding in their yard, thought the letter must have been for his neighbor. The Building and Zoning Committee met to discuss the playhouse being built on West Tower. After input from the Village Attorney, the committee informed resident that the playhouse must come down, as the weather permits.

Also, Tr Cantieri and Pres Kuskowski met with Building Inspector's boss regarding changes. He recommended using the company's 800

number to schedule inspections, rather than calling Eric directly. This allows more accountability on both sides.

8. TREASURER'S REPORT: Treas. Gidley reported on producing a monthly profit and loss statement rather than a monthly bills statement. Notable total income/net income figures. Brian hopes to have an income breakdown as of May with help from the county's reporting of the various funds. State sends a block check. Police Fines come on a computerized item-one amount. Brian wants to break out the property taxes by category in Tower Lakes reporting for next year.

Monthly Bills: Motion to approve the bills was made by Trustee Parro and seconded by Trustee Rigali. **VOTE:** AYES: Trustees Adams, Aitken, Cantieri, Parro, Rigali. NAYES: None.

9. FINANCE REPORT: Gidley has items for discussion:

1. **Audit completed.** Management letter will be completed this week. Brian spoke about changing audit reporting to make it more useful. The trustees will be seeing new terms; such as:
 - a. **Obligated Funds vs Unobligated Funds**--ex garbage and refuse fund in the county tax levy. This is an obligated fund. All monies that go into this fund can only be spent on the stated purpose. It cannot be transferred out, or otherwise designated for any other spending. In the case of this fund, the Village assigns a percentage of its tax levy, which amount is set by statute, and if the amount is not spent, it accumulates in the fund. It remains an obligated fund. Presently, Tower Lakes has accumulated approximately \$161,000 in the garbage and refuse fund which can only sit there.
 - b. **Transferred Funds vs Loans**—If the Village transfers funds from one account to another, it is giving away that money, with no right to get it back. Ex The Village is required to make the bond payment for the SSA in the Fall, even though the Village is not paid SSA funds until January. To make the Fall payment, the Village transfers funds from the general fund. If this money were lent from the general fund, the Village could be paid back. Two things Brian wants to change with regard to the SSA payment are : (i) time the repayment of the loan to the disbursement of the funds; and (ii) work with Lake County to bill the \$438.00 in two installments of \$219.00 (this will occur in 2002).
 - c. **Operating deficiency** This occurs when the Village spends more than it earns in income. What is the village operating

budget? What are the obligated/unobligated payments? There is a difference between the amount in the checkbook vs what's available cash flow-wise. Brian wants to take the Village accounting system to a monthly balance sheet, income statement and cash flow analysis. The Audit identifies operating deficits in excess of \$325,000.00 and a general fund deficit of \$40,000.00. The SSA still owes the general fund \$48,000.00-50,000.00. The water system also owes the general fund (via village bonded loan and out of pocket) \$250,000.00

Brian recommends an action plan that can be in effect by the end of March (prior to end of fiscal year) to set up the finances so that surpluses don't occur and the general fund accounts are paid back, etc. First, improve fiscal reporting and break down treasurer's reports to spell this all out. The Village has already started to turn things around by working with the State to retrieve the MFT obligated funds, and reworking the way the SSA funds come in and go out. The Finance committee will focus on plan, starting with the biggest unobligated funds, maximizing revenues, and obtaining further legal council.

Brian has been working with Ameritech to rework the Village bills—they have been way off. After Brian threatened to take the matter to the newspapers, Ameritech admitted that our billing was set up completely incorrectly. We have a new contact there. The telephone bill has not been paid in three months pending this review.

The Police Department hopes to get out of the IMRF fund and switch into a self contributing IPPA-457 fund. This change would not financially impact the Village, but would create an additional line item per police. Another advantage to switching is that the IMRF restricts parttime employees hours to 1,000 per month, but an IPPA allows 1,300 hrs/month for parttime police officers.

10. POLICE REPORT: Trustee Aitken presented the monthly activities report, on file at the Village office. A Police Committee meeting will be held to review and discuss the Emergency Operations Plan put together by Chief Sinacore.

Police Chief Sinacore reported that the northern IL police alarm system-local area police network membership would cost \$500 annually. Up to 50 cars could respond to an emergency here. Pres Kuskowski noted that resident Richard Gillette is the Village's director

of the ESDA program. Resident Allie Widmar will be appointed assistant director. The Indian Trail neighborhood watch group wants to put up signs on TL property—and have the Village pay for them. Tr Parro said okay, and the cost is approximately \$40.00.

11. STORM WATER MANAGEMENT: Trustee Rigali reported no new issues.

12. ROADS: Regarding the Vehicle Sticker scofflaws: 8 still outstanding. Pres Kuskowski has written to them. Tr Parro noted that Treas Gidley saw that the ordinances should have more teeth—and allow the Village to use collection agencies since using the Village Attorney to enforce our ordinances costs too much.

Signs-- three signs remaining in plan to be installed. Sign ordinance with changes discussed. Motion to approve the sign ordinance was made by Trustee Parro and seconded by Trustee Rigali. **VOTE:** AYES: Trustees Adams, Cantieri, Parro, Rigali. NAYES: None. ABSENT: Aitken, Filippell.

13. HEALTH AND SANITATION: SWALCO- Tr Rigali to set up meeting on leaf burning issue presented earlier.

14. UTILITIES: ATT Broadband- Regarding the ATT Broadband Cable Agreement- Tr Adams has received fewer complaints. He would prefer to pass Village Attorney Bateman's ordinance rather than the form presented by ATT, and would like a deadline for installation of the cable internet upgrades. Also would like a list of residents being billed for the service so the Village can calculate whether proper franchise fees are being paid to the Village. Treas Gidley says to make sure the franchise fee has an audit trail. He has requested an SSA report identifying all TL properties so we can verify that all properties that belong in the SSA are recorded there.

15. URBAN FORESTRY: Tr Adams reported we will receive 6 trees for arbor day.

16. OLD BUSINESS:

Codification: Hard copies available. Please review by February meeting. Tr Cantieri reminded the Board to follow proper procedures regarding Committee Notices and Agendas.

17. NEW BUSINESS: N/A

MEETING ADJOURNED: Motion to adjourn the Board meeting made at 10:40 pm by Tr Adams and seconded by Tr Rigali and followed by unanimous voice vote.

Respectfully Submitted,

Kathleen Leitner

Village Clerk

01-22-02

