

VILLAGE OF NORTH BARRINGTON
PRESIDENT AND BOARD OF TRUSTEES
MEETING MINUTES
Wednesday, November 17, 2021

The meeting was called to order at 7:00 p.m.

Roll Call

Roll Call was answered by Trustees Horcher, Kelleher, Pais, Rogus, and President Sweet McDonnell. Trustee Weiner entered the meeting at 7:10 p.m.

Also present were Village Administrator John Lobaito, Village Attorney Bryan Winter, Clerk Sue Murdy, Jamie Wilkey of Lauterbach & Amen, LLC.

Pledge of Allegiance

The Pledge of Allegiance was led by Jamie Wilkey of Lauterbach & Amen, LLC.

Public Comment

President McDonnell reviewed Chapter 11 Section 1-11-3 of the Village Code which provides time limits for individual speakers who may wish to address the Board and asked if there was any public comment.

There were no public comments.

Approval of Minutes of October 20, 2021

Motion by Trustee Horcher and seconded by Trustee Pais to approve the Minutes of October 20, 2021. On roll call vote Trustees Horcher, Pais, Kelleher, and Rogus voted Aye. No Nays. Motion Carried.

Treasurer's Report

Village Treasurer Michael Sands came before the Board and stated that the only significant item of note, as in previous months, is revenue from building permit fees is higher than expected. The increase in building activity has also increased the expenses. Administrator John Lobaito mentioned that he had contacted Comcast regarding an accounting of franchise fees, which have been less than anticipated and was waiting for their response. Mr. Sands referred to page four of the Treasurer's Report which contains the breakdown of fees for the Building Department. Trustee Pais inquired about the offset recovery rate of building fees and expenses. Village Administrator John Lobaito stated that the Village expenses related to building permit activity exceeds building permit revenue and said that this topic will be considered by the Finance Committee in the Spring of 2022.

Motion by Trustee Horcher and seconded by Trustee Rogus to approve the October Treasurer's Report for FYE 2022. On roll call vote Trustees Rogus, Horcher, Kelleher, Pais voted Aye. No Nays. Motion Carried.

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Consent Agenda

There were no items on the consent agenda.

Action Items

Presentation- Annual Audit for FYE 2021

Jamie Wilkey, Lauterbach & Amen, LLC addressed the Board and provided a report of the Annual Audit for FYE 2021. She thanked the staff for their efforts over a 6-month period compiling the necessary information. The Village received a clean unmodified audit opinion, which is the highest rating any government entity can receive. She reviewed several aspects of the report including:

- Independent Auditors' Report/Opinion
- Management Discussion and Analysis
- Basic Financial Statements

There was some brief discussion. Administrator Lobaito explained that a digital copy of the audit was provided and that it would be placed on the Village website.

President Sweet McDonnell thanked Ms. Wilkey and Lauterbach & Amen, LLC for their services, and expressed her satisfaction with the documents presented. She is most pleased with the direction and progress the Village has made regarding the list of recommendations listed in the Management Letter provided by Lauterbach & Amen, LLC.

FYE 2021 Annual Financial Report

Motion by Trustee Horcher and seconded by Trustee Kelleher to accept and place on file the Village of North Barrington's Annual Audit for FYE 2021. On roll call vote Trustees Horcher, Kelleher, Pais, Rogus and Weiner voted Aye. No Nays. Motion carried.

Resolution No.#2021-09 Authorizing the Village Administrator to Publicly Post

The 2021 Property Tax Levy Estimate

Administrator Lobaito explained the information in the Board's packet and the legal requirements for the Village Board to adopt a Resolution estimating the tax levy not less than 20 days prior to the Board acting on the Tax Levy Ordinance. There were three calculations presented.

The first calculation showed keeping the tax extension the same as the 2020 tax year. The amount was estimated at \$690,244. The rate was slightly higher due to the lower EAV compared to last years' EAV.

The second calculation reflected a proposal to increase the levy by the new property growth of \$865,612. The result would be a levy increase to \$692,680 or an increase of \$2,437 over the 2020 levy extension.

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The third calculation reflected a proposed tax levy raise to include new property growth of \$865,612 and the 1.4% COLA. The result would be a levy increase to \$702,375 or an increase of \$12,132 over the 2020 levy.

Tax levy options were discussed by the Board and staff. Administrator Lobaito believed that accepting the third tax levy option was the most beneficial to the Village, stating that the COLA would be lost if not taken now. Trustee Rogus expressed concern over passing along any sort of tax increase to the residents. President McDonnell pointed out that the Village incurs substantial operating expenses while conducting business which continue to increase as well.

Motion by Trustee Horcher and seconded by Trustee Rogus to adopt Resolution No.#2021-09 authorizing the Village Administrator to publicly post the 2021 property tax levy estimate in the amount of \$702,375. On roll call vote Trustees Horcher, Rogus, Kelleher, Pais and Weiner voted Aye. No Nays. Motion carried.

Resolution Authorizing the Use of Motor Fuel Tax Funds for the FYE 2022 Street Program in an Amount not to Exceed \$516,192.

Administrator Lobaito explained to the Board that the FYE 2022 budget includes funds for a street resurfacing program and a storm water improvement project. After meetings with President McDonnell, former Trustee Sauer, and John Beissel from Robinson Engineering to develop a fiscal year street program, a comprehensive list of streets was evaluated, and a visual inspection/investigation of the streets was conducted.

The initial list was culled to fit within the budget. Administrator Lobaito referred to a proposed list of streets targeted for the road program.

He identified the funding source for the street program as being the Motor Fuel Tax (MFT) and General Fund. The budget for the street program is \$500,000, and there is a total of approximately \$700,000 available funds. Administrator Lobaito explained to the Board that to utilize MFT funds it is necessary to adopt an IDOT Resolution form.

The total project estimate has two components: engineering costs and construction costs. Engineering costs include preparation of construction specifications/design, preparation of bid documents, evaluation of bids, construction inspection, and project close-out documentation. Engineering cost is estimated to be \$43,492 and construction cost of \$472,700 for a total estimated cost of \$516,192. Until the project is bid, the true cost won't be known. If the bids come in higher than budgeted, the program will be adjusted.

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In addition to the street resurfacing program, the proposed project includes a design and construction of a permanent solution to the one-way section of Clover Hill Lane. When completed, the temporary barricades will be removed. Also included in the program is a storm water improvement project on Ravine Lane to resolve a severe erosion problem in the right-of-way.

Engineering design for the street program is anticipated to be completed in early winter and the project bid thereafter with a bid award anticipated in early spring 2022. Depending on the contractor's availability the project would begin early summer 2022.

Trustee Pais questioned if the costs were substantially higher than previous years. Village Engineer John Beissel stated to the Board that a generic estimate was made and that adjustments can be made to the project in the event costs exceed budget. The project planned for Clover Hill Lane was discussed. There was discussion about the use of reclamite (a form of sealcoating), which IDOT does not currently accept as an approved product.

Motion made by Trustee Pais and seconded by Trustee Rogus to adopt a Resolution authorizing the use of Motor Fuel Tax funds for the FYE 2022 Street Program in an amount not to exceed \$516,192. On roll call vote Trustees Pais, Rogus, Horcher, Kelleher and Weiner voted Aye. No Nays. Motion Carried.

Unpaid Warrant List

Motion by Trustee Weiner and seconded by Trustee Pais to approve the November 2021 Unpaid Warrant List. On roll call vote Trustees Weiner, Pais, Horcher, Kelleher and Rogus voted Aye. No Nays. Motion Carried.

Checks Written Report

Motion by Trustee Kelleher seconded by Trustee Horcher to ratify the October 2021 paid Monthly Checks Written Report. On roll call vote Trustees Kelleher, Horcher, Pais, Rogus, and Weiner voted Aye. No Nays. Motion Carried.

Village Administrator's Report

Administrator Lobaito explained he has been receiving inquiries from residents about the funds distributed to the Village of North Barrington because of the American Rescue Plan. He explained there are strict guidelines for the disbursement of such funds. The Village received a little over \$200,000 in September of 2021 and it will receive an additional \$200,000 in September of 2022. Administrator Lobaito reviewed a handout to the Board itemizing approved specific program expenses. Administrator Lobaito explained that replacing lost revenue is considered a qualified use of the funds, and the Village is currently calculating any lost revenue based on the program rules. The Illinois Department of Commerce and Economic Opportunity is administering the program.

Golf cart discussions will resume in the first quarter of 2022.

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Board of Trustee's Reports

Trustee Kevin Horcher – Trustee Horcher had no report as the Plan Commission did not meet.

Trustee Robin Kelleher – Trustee Kelleher reported that the Parks and Recreation Commission did not meet in October. She stated that residents are inquiring about Santa coming to Eton Park in December.

Trustee Martin Pais – Trustee Pais reported that the Environmental and Health Commission did not meet in October. SWALCO met and the topic was administration for 2022.

Trustee Greg Rogus – Trustee Rogus reported that the Zoning Board of Appeals did not meet in October.

Trustee Lawrence Weiner – Trustee Weiner reported that he met with Administrator Lobaito, Trustee Rogus and Representatives from the Lake County Sheriff's Office. He stated that although the negotiations are difficult, he is optimistic for an amicable agreement. More meetings will be held after the holidays. President McDonnell thanked Trustees Weiner and Rogus for their efforts.

Village President's Report

President McDonnell stated that tonight's discussion of the Village roads, stormwater management and culvert programs are ongoing.

The Village is currently interviewing for the vacant Board of Trustee position previously held by Janice Sauer. President McDonnell will be interviewing candidates the weeks of November 22nd and November 29th.

The Toys for Tots gift drop off box is in the Village Hall Lobby. Drop off times are 8:30 a.m to 4:00 p.m. Monday through Friday.

There is an open office position at the Village Hall. Village Administrator Lobaito and President McDonnell are recruiting.

President McDonnell thanked Clerk Sue Murdy for her increased efforts on behalf of the Village.

Old Business

There was no old business.

Closed Session

There was no closed session.

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New Business

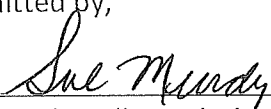
There was no new business.

Adjournment

Motion by Trustee Horcher and seconded by Trustee Weiner to adjourn the meeting.
The voice vote was unanimous in favor.

The meeting was adjourned at 8:45 pm.

Submitted by,



Sue Murdy, Village Clerk

