

APPROVED
April 13, 2015

Marengo City Council
Regular Meeting Minutes
City Council Chambers
132 E. Prairie St.
Marengo, IL 60152
March 23, 2015

CALL TO ORDER

Mayor Donald B. Lockhart called the meeting to order at 7:00 PM.

PLEDGE OF ALLEGIANCE

Alderman Michael Smith led everyone in the Pledge of Allegiance.

ROLL CALL

Present are Mayor Donald B. Lockhart, Aldermen Matt Keenum, Michael Smith, Nicole DeBoer, Dennis Hammortree, Todd Hall and Steve Mortensen. Also present are City Administrator Gary Boden, Assistant City Administrator Joshua Blakemore, Chief of Police Joseph Hallman, Public Works Director Jayson Shull, and Finance Director Jennifer Snelten. City Attorney Carlos Arevalo and Aldermen Carole Bartman and Gretchen Samuelson were absent.

PUBLIC PARTICIPATION

None.

APPROVAL OF MINUTES: *March 9, 2015 Regular Meeting Minutes*

Alderman Nicole DeBoer made a motion, seconded by Alderman Steve Mortensen, to approve the minutes from the March 9, 2015 Regular Meeting. The aldermen voted as follows:

Ayes: Keenum, Mortensen, DeBoer, Hall, Smith and Hammortree
Nays: 0
Abstain: 0

The motion passed.

CONSENT AGENDA:

- a. List of Bills
- b. 2015 Zoning Map Update

Alderman Todd Hall made a motion, seconded by Alderman Nicole DeBoer, to approve the consent agenda items. There were questions from the Aldermen on (1) legal bill, (2) smoke machine tester expense and (3) Weston Solutions bill. The aldermen voted as follows:

Ayes: Smith, Keenum, Mortensen, DeBoer and Hall
Nays: Hammortree
Abstain: 0

The motion passed.

NEW BUSINESS

- a. **FY 2015/2016 Water & Sewer Fund, Wastewater Treatment Plant Expansion Fund and other Miscellaneous Funds – Review and Discussion**

Assistant City Administrator Blakemore led the discussion on this part of the budget. Items that were addressed were:

Miscellaneous Funds

1. **Sinking funds (status)**
27th payroll
Police Vehicle Replacement Fund
Streets Vehicle Replacement Fund
Capital Improvement Fund
2. **Police Pension Fund**
Budget is set to increase by approximately \$25,000, per the tax levy that was approved by Council.
3. **Other Police Funds**
Expenditures of this fund are used to cover annual maintenance of vehicles.
4. **Motor Fuel Tax Fund**
MFT Revenue is decreasing by 27% in FY 15/16
MFT Expenses
Projected Cost for Sunset, Willow, Van Buren Project
Salt Purchase
Salt Brine Equipment Budget
Prospect Street Completion Project Possibility
5. **Audit Fund**
This item is funded through property tax revenue and covers the cost of the annual audit.
6. **Capital Improvement – Streets Fund**
Any funds that remain, following the completion of construction for Prospect Street, are being held in this account. The City is waiting on IDOT to complete their paperwork.
7. **Cemetery Fund**
The amount budgeted was reduced this year.
8. **SSA #2 (Special Service Area #2)**
This SSA pertains to maintenance on the pond that is located in Indian Trails. The budget allows for \$5,000 for tree trimming.

Updated information on the **Letters of Credit** for (1) Woodstone/Deerpass Estates Unit VI (2) Deerpass Meadows II / Besinger and (3) Settler's Cove Subdivision / Phoenix Eagle Builders, was discussed. The City has received all of these funds. The Director of Public Works is forming a plan for work to be completed on each of these above projects.

Finance Director Jennifer Snelten spoke on the **2015 Property Tax Extension Worksheet**, and reviewed the **Police Pension Fund Levy/Contribution Requirement** information shown. It was the consensus of the Council to subtract \$5,925.19 from the surplus contribution, and put that amount into the General Fund/Police Protection. The remaining surplus amount will then be \$17,956.41.

Water Sewer Funds

Asst. City Administrator Blakemore reviewed information on revenue for this fund, explaining various charts showing a decrease in usage (from FY06 to FY15), the revenue over the same time frame, expenditures for the same time frame, and revenue net expenditures.

FY 15/16 Water & Sewer Fund Expenditures

Water Personnel - full time salary shows a slight decrease.

Equipment, Supplies & Maintenance – budgeting \$45,000 for utility infrastructure, due to the aging infrastructure, and the purchase of a line locator and pipe threader (projected costs of \$9,000), a new pump for Well 8 (projected cost of \$7,000, and a plate compactor (\$8,000).

WWTP Personnel – full time salary has been reduced (due to the HR Green operator contract being moved to an appropriate line item).

WWTP Equipment, Supplies & Maintenance – only change in lab supplies and materials will increase due to more frequent testing that will be required by the state.

W/S Equipment Sinking Fund – nothing is scheduled for purchase in FY 15/16, but the fund will continue to be funded for future costs of a pickup, a crane truck and a skid steer.

Contingency – for funds to cover unexpected costs or overages in any of the line items.

Water & Sewer Capital Construction Fund – no expenditures are scheduled for FY 15/16. With the completion of the transponder project, the fund is projected to finish FY14/15 with a balance of \$58,127.

Wastewater Treatment Plant Expansion Fund – There is an increase of \$1.00 per 1,000 gallons scheduled to take place in August of this year. A debt service payment, from this fund, in the amount of \$726,086 should be the only expense.

Water Improvements Bond Fund – the current projected balance is \$3,155.302. The transite replacement project (Willow, Van Buren and Sunset Project) will be paid out of this fund.

MAYOR'S STATEMENTS AND REPORTS

Mayor Lockhart talked about the County agreeing to provide the funds for Phase 1 on the toll-way project. Alderman Keenum was very proactive in this, and his assistance is greatly appreciated.

DEPARTMENT HEAD AND STAFF REPORTS

Asst. City Administrator Joshua Blakemore had nothing further to report.

Finance Director Jennifer Snelten provided the Council with the month end report for February, as well as the engineering services report.

Public Works Director Jayson Shull handed out a short report to the Council. There was discussion on a problem with mailboxes being knocked over from snow plowing. The Council will discuss a possible procedure change on how this will be handled at the next meeting.

Chief of Police Joseph Hallman provided the regular report to the Council, as well as a report on overtime expenses incurred by the police department.

City Engineer Tim Hartnett provided a status report for the Council, and also discussed the booklet that was put together and given to the McHenry County Board on the toll way project.

City Administrator Gary Boden spoke about the recent meeting that he attended, along with the Mayor, on the 14th of March 2015, at the Marengo Park District.

REPORTS AND STATEMENTS FROM CITY COUNCIL

Alderman Matt Keenum talked about attending the McHenry County Board Meeting, along with the Mayor, the City Administrator and the City Engineer.

ADJOURNMENT

Alderman Nicole DeBoer made a motion, seconded by Alderman Steve Mortensen, to adjourn the meeting. The motion passed with a voice vote. The meeting adjourned at 9:16 PM.



Constance J. Boxleitner
City Clerk

These minutes were approved by the City Council on April 13, 2015.