

THE VILLAGE OF HAWTHORN WOODS
MINUTES OF THE FINANCE COMMITTEE MEETING
November 18, 2019

I. Meeting was called to order by Jayne Kosik at 6:01 pm. Members present were Chairperson Trustee Jayne Kosik, Trustee Kelly Corrigan, Trustee Steve Reiss, Jodi McCarthy, and Surinderpal Kalra. Also present were CFO Kristin Kazenas, Public Works Director/Village Engineer Erika Frable, Lee Fell and Mark Emory from Christopher B. Burke Engineering, Ltd.

II. No public present at the meeting

III. Motion to approve the minutes from September 10, 2019 meeting was made by Kelly Corrigan and seconded by Surinderpal Kalra. The motion was approved. With a roll call vote, the motion carried unanimously.

IV. Presentation of the Sewer Rate Study Results by Christopher B. Burke Engineering, Ltd (CBBEL)

Lee Fell and Mark Emory presented the "Draft 2019 Sewer Rate Study Update, Midlothian Road Sewer", dated November 8, 2019 and revised November 15, 2019. After discussions of the study, the Committee recommended minor clarifications be added to the report by CBBEL. The committee agreed that at this time, the system has a small number of users and would recommend evaluation of the rates in 3-5 years, after more users are in the system

A. Motion by Kelly Corrigan, seconded by Jodi McCarthy, to recommend approval of the Sewer Rate Study to the Village Board subject to the following conditions;

- Rates are to increase by the CPI,
- A 10% late fee be implemented, and each customer will be allowed one late fee waived per year,
- Codify ICC usage for residential users only,
- Continue billing on water usage, and
- The rates are evaluated again in 3 years.

The motion was approved. With a roll call vote, the motion carried unanimously.

V. CFO/HR Director Report – No action

CFO Kazenas stated that the presentation regarding the Aquatic Center will be put on hold until the next meeting in January 2020.

The budget has been available for public review, and there has been no public comment to date. CFO Kazenas has been working on insurance renewals and has been gathering quotes to keep the costs from skyrocketing.

VI. New Business

A & B. Motion to table the August and September 2019 financial statements to the next meeting in 2020 was made by Jayne Kosik and seconded by Steve Reiss. The motion was approved. With a roll call vote, the motion carried unanimously.

C. Motion by Steve Reiss, seconded by Kelly Corrigan, to recommend approval of the Referendum Ordinance in March 2020, with a maximum rate increase and the elimination of the Village's vehicle stickers and dog tag fees. The motion was approved. With a roll call vote, the motion carried unanimously.

D. Motion to recommend approval of the budget transfers to the Village Board was made by Kelly Corrigan and seconded by Jayne Kosik. The motion was approved. With a roll call vote, the motion carried unanimously.

E. Motion to recommend approval of the tax levy to the Village Board was made by Steve Reiss and seconded by Surinderpal Kalra. The motion was approved. With a roll call vote, the motion carried unanimously.

F. Motion to recommend approval of the 2020 Meeting Calendar, with the addition of a meeting on January 6, 2020, was made by Surinderpal Kalra and seconded by Jayne Kosik. The motion was approved. With a roll call vote, the motion carried unanimously.

VII. Old Business

- A. Special Service Area #4 Debt – Some taxes have been collected this year, but there is still a shortfall of \$10,000. CFO Kazenas has a call scheduled with the bank to review the next steps.

VIII. Adjournment

With no further business to discuss, a motion was made by Steve Reiss and seconded by Kelly Corrigan, to adjourn the meeting at 9:00 pm. The motion carried by unanimous voice acclimation.

Respectfully submitted by: Jodi McCarthy