

**MINUTES  
CITY OF ST. CHARLES, IL  
GOVERNMENT OPERATIONS COMMITTEE  
MONDAY, MARCH 7, 2011**

**Members Present:** Chair. Carrignan, Ald. Stellato, Monken, Penny, McGuirk, Turner, Krieger, Martin, Bessner, and Lewis

**Members Absent:** None

**Others Present:** Mark Koenen, Chief Lamkin, Chris Minick, Kathy Livernois, Peggy Forster, Chief Mullen, Rita Tungare and Brian Townsend

**1. Opening of Meeting**

The meeting was convened by Chair. Carrignan at 7:13p.m.

**2. Omnibus Vote**

Budget Revisions – January 2011

Motioned by Ald. Krieger, second by Bessner to approve the omnibus vote as presented.

**Voice vote:** unanimous; Nays: None. Chair. Carrignan did not vote as Chair. **Motion carried.**

**3. Recommend waiving the bid procedure and approving Arthur Lootens & Son, Inc (West Chicago) for tipping fees for dumping spoils (clean fill) at a unit cost of \$4/cu. yd.**

**Ross Wiegert:** Lootens is the only place anywhere nears St. Charles for dumping clean fill and they haven't raised their price in three years. They are over by Fox River Stone in South Elgin.

Motion by Ald. Stellato, second by Monken to waive the bid procedure and approving Arthur Lootens & Son, Inc (West Chicago) for tipping fees for dumping spoils (clean fill) at a unit cost of \$4/cu. yd.

**Voice vote:** unanimous; Nays: None. Chair. Carrignan did not vote as Chair. **Motion carried.**

**4. Recommend waiving the bid procedure for ordering gasoline and diesel fuel (bio-diesel) per order on an as needed basis.**

**Ross Wiegert:** We call for quotes and have it delivered the same day as we award the low quote.

Motion by Ald. Stellato, second by Monken to waive the bid procedure for ordering gasoline and diesel fuel (bio-diesel) per order on an as needed basis.

**Voice vote:** unanimous; Nays: None. Chair. Carrignan did not vote as Chair. **Motion carried.**

**5. Recommend waiving the bid procedure and allow spot buying of transformers on an as needed basis.**

**Rose Wiegert:** Normally when we were doing a lot of subdivision work we would bid a blanket bid for forty-some different types of transformers. Last year we bought two and only a couple this year. We call the distributors, similar to what we do on fuel, and go with low bid plus operating cost for 20 years which determines the actual low price.

Motion by Ald. Krieger, second by Turner to waive the bid procedure and allow spot buying of transformers on an as needed basis.

**Voice vote:** unanimous; Nays: None. Chair. Carrignan did not vote as Chair. **Motion carried.**

**6. Recommend waiving the bid procedure and accept the low proposal (unit costs) from Meyer Material for all types of ready mix.**

Motion by Ald. Krieger, second by Bessner to waive the bid procedure and accept the low proposal (unit costs) from Meyer Material for all types of ready mix.

**Voice vote:** unanimous; Nays: None. Chair. Carrignan did not vote as Chair. **Motion carried.**

**7. Recommend waiving the bid procedure and accept low quotes from Allied Asphalt, Superior Asphalt, and Builders Asphalt.**

Motion by Ald. Krieger, second by Bessner to waive the bid procedure and accept low quotes from Allied Asphalt, Superior Asphalt, and Builders Asphalt.

**Voice vote:** unanimous; Nays: None. Chair. Carrignan did not vote as Chair. **Motion carried.**

**8. Recommend approval of an Ordinance Authorizing the Sale of Items of Personal Property Owned by the City of St. Charles (11 miscellaneous items).**

**Ross Wiegert:** For the past eight months we have been selling items and vehicles on a website called publicsurlplus.com and we have done very well. I simplified things by dividing them into two ordinances: one for the eleven miscellaneous items that were mostly

stolen or unclaimed and donated by our Police Department, and eight vehicles, six of which we bought and two were confiscations.

**Chrmn. Carrignan:** Do you think we are getting a better return on this going through the website rather if we sold them at a regular auction?

**Ross:** It s probably a coin flip. We have a wider audience this way and we have done very well. The only one we didn't do well on was we tried one on eBay; but on Public Surplus the buyer pays the fee. There is no fee to the City.

Motion by Ald. Krieger, second by Bessner to recommend approval of an Ordinance Authorizing the Sale of Items of Personal Property Owned by the City of St. Charles (11 miscellaneous items).

**Voice vote:** unanimous; Nays: None. Chair. Carrignan did not vote as Chair. **Motion carried.**

**9. Recommend approval of an Ordinance Authorizing the Sale of Items of Personal Property Owned by the City of St. Charles (8 vehicles).**

Motion by Ald. Krieger, second by Bessner to recommend approval of an Ordinance Authorizing the Sale of Items of Personal Property Owned by the City of St. Charles (8 vehicles).

**Voice vote:** unanimous; Nays: None. Chair. Carrignan did not vote as Chair. **Motion carried.**

**10. Recommendation to approve revised Rules and Regulations of the Board of Fire and Police Commissioners.**

**Chief Lamkin:** I am presenting this on behalf Mr. Urhausen. There hasn't been a comprehensive rewrite of these entire rules for several years. So we have updated some things in here and are bringing it to Council before, because the Commission hasn't been able to get together for a meeting. If you have any questions I can answer them, otherwise we are recommending for approval.

**Chrmn. Carrignan:** First comment is all good wishes are for Jim. He had bypass surgery last week and he is up and around and on the mend.

**Ald. Stellato:** It seems most of the changes were just clean up items and some definitions that were defined more.

**Chief Lamkin:** A lot of them were clean up. There were some minor changes that have been made over the years and these were incorporated in the overall ones and highlighted a

couple wrt fire and police promotions and the residency things that are contractual with the fire department.

Motion by Ald. Penny, second by Stellato to approve revised Rules and Regulations of the Board of Fire and Police Commissioners.

**Voice vote:** unanimous; Nays: None. Chair. Carrigan did not vote as Chair. **Motion carried.**

**11. Monthly update regarding City's financial results for January 2011.**

**Chris Minick:** Enclosed in the packet is a spreadsheet of our normal disclosure of the monthly financial results. These results are the nine months ended January 31, 2011. This represents the third quarter of the City's fiscal year.

General Fund: Initially when we entered the fiscal year we originally budgeted a deficit of \$500K in the General Fund for this current fiscal year. However, through the nine months to January 31, we are projecting actually a surplus in the amount of \$143K as we move forward. This is due to two main factors: 1) revenues that have rebounded and slightly out pacing what we had anticipated in terms of the budget by \$100K and 2) aggressive management of the City's expenditure levels. There has not been any one particular area that has provided these savings, but it has been an across the board effort to maintain our costs and line those up with the revenue stream that we do see coming in. So these factors combined are contributing to that projected surplus.

**Chrmn. Carrigan:** I would like to comment that from \$500K down and a projection of \$2M and to bring it back to \$143K is to be commended. Very nice job!

**Ald. Turner:** There is a line here on financial uses funded from reserves. Are we still funding from reserves to a point?

**Chris:** That is one specific item that was unbudgeted, but an opportunity arose to pay off a liability related to a pension item for a prior employee who is no longer with the City. The prior police chief was the only individual who was in this particular retirement program. We had an opportunity to pay off the liability at a significant savings with the IMRF/SLEP pension plan; we made that payment and will stop accruing interest on that liability as we move forward. So that's what it reflects. It wasn't a budgeted item, therefore there is no revenue to offset it, so we wanted to show that coming out of the prior reserves that we had set aside for pension obligations.

**Chrmn. Carrigan:** Has sales tax really driven this?

**Chris:** There have been a couple of sources and sales taxes are certainly one of them. Income taxes have rebounded a lot. I am not going to say they are in good shape as compare to where they were pre-recession levels, but they are rebounding a little bit which

surprised me. I was not expecting that this year. Hotel taxes are above last year but are sliding off here in the last couple of months. Alcohol sales tax has performed essentially in line with projections, maybe a little bit higher.

Enterprise Fund: No real change in the Electric Fund. We saw an increase in consumption levels throughout the summer and that had the affect of increasing our revenue stream. We also had some higher than anticipated power costs on the wholesale side as a result of that high consumption and we are seeing a slight surplus budgeted through the end of the fiscal year.

The Water Fund – similar situation. We did have an increased consumption level. We do have a deficit budgeted; however the deficit budget that we forecasted at the end of January is not quite as high as we anticipated the deficit being as we entered into the budget year.

It is a similar situation in the Waste Water Fund. We do have a slightly larger than budgeted deficit forecast at this particular point in time – particularly the user fees have not kept pace with our budget expectations.

## **5. Additional Items**

**Ald. Penny:** Reminder that the St. Patrick's Day Parade is Saturday. You should all be there around 2:30 and we are hoping for some good weather.

## **6. Adjournment**

Motion by Ald. Monken second by Stellato to adjourn meeting at 7:26 p.m.

**Voice vote:** unanimous; Nays: None. Chair. Carrigan did not vote as Chair. **Motion carried.**