



**VILLAGE OF BARTLETT  
COMMITTEE MINUTES  
December 15, 2015**

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President Wallace called the Committee of the Whole meeting to order at 7:09 p.m.

PRESENT: Trustees Arends, Camerer, Carbonaro, Deyne, Hopkins, President Wallace were present.

ABSENT: Trustee Reinke

ALSO PRESENT: Village Administrator Valerie Salmons, Assistant Village Administrator Paula Schumacher, Assistant to the Village Administrator Scott Skrycki, Finance Director Jeff Martynowicz, Director of Public Works Dan Dinges, Public Works Engineer Bob Allen, Community Development Director Jim Plonczynski, Building Director Brian Goralski, Chief Kent Williams, Deputy Chief Patrick Ullrich, Village Clerk Lorna Giless and Village Attorney Bryan Mraz.

**FINANCE & GOLF COMMITTEE**

2015-16 Six Month Budget Review

Chairman Deyne asked the Finance Director to begin.

Finance Director Jeff Martynowicz stated that October 31<sup>st</sup> marked the six month point of the fiscal year and typically what they do is review the five major operating funds: General Fund, Water Fund, Sewer Fund, Parking Fund and the Golf Fund.

General Fund – This is the largest operating fund. Revenues are at \$177,689 under budget. Some of the things affecting that is the telecommunications tax that is about 6% of the budget. It has been significantly decreasing over the last four years at about \$300,000. Simply because of the lack of land lines and things like free texting, etc. Building permits right now are about 10% under budget but the good news is that there is a lot going on. Once those developers expedite their projects he felt they would be very close to meeting budget. The garbage franchise fees are trending under budget as far as revenue goes (13% below budget). They are not receiving the revenue they did for recycling. Cable TV franchise fees are trending about 3% under budget. Over the last couple of years there has been a spike in revenue. Hopefully by the end of the year it will level out a little bit. The state income tax is trending about 2% above budget. They are receiving allotments pretty much on time and he anticipated the state income tax will keep flowing in for the remainder of the year. The real estate transfer tax is trending about 14% above budget and he thought this was a sign of the housing market coming back. Housing prices are up as well as the volume of transfer stamps. Antennae license fees are becoming a major revenue source and they are collecting almost \$200,000 in fees. These are cellular radios on top of the water towers. They



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charge monthly fees of about \$30,000 per vendor. Plan review fees have increased as they see movement in the housing cycle.

On the expenditure side, they are significantly under budget. Every operating department is trending right at or under budget. In total, they are \$567,681 under budget projected to the end of this fiscal year. Looking at the projected revenues and expenses, they should have a surplus in the General Fund of \$19,185.

Trustee Hopkins asked why he felt the garbage franchise fees are 13% below budget.

J. Martynowicz stated that the recycling fees that the Village collects has some volatility as far as what Republic remits back to them.

President Wallace asked if there was a reason they budgeted so heavily for Liability Insurance?

J. Martynowicz stated that they are currently at \$610,000. January is when they pay the premium.

J. Martynowicz stated that the Water Fund has operating revenues projected for year-end at \$6,853,942 and they are under budget. This past spring and summer was pretty wet which brings the consumption down. It is also something the City of Elgin has seen and they documented it in their budget that Bartlett is not pumping as much water. On the expense side, Elgin has kept their water purchasing costs at zero and some of the electric fees for pumping water are also down. That is contributing to them being under budget for expenses of \$436,760. He is anticipating that the Water Fund will have a projected surplus of \$199,705.

The Sewer Fund is pretty much the same situation. The operating revenues are right at budget of \$3,366,304 trending about \$55,000 over budget. The operating expenses are trending under budget by about \$264,971. The electric utility costs for the pumps are down significantly and he projects that at the end of the year, the Sewer Fund will have a surplus of \$85,135.

The Parking Fund is a pretty small operating fund. The only real revenue source is the daily meter fees that are charged as well as the monthly permit passes. Total revenues are \$225,100 and he projects it to be right on budget. It is very consistent throughout the years. Operating expenses will be under budget by about \$16,993. A lot of the capital outlay budgeted for resurfacing the parking lots is complete. He projects a year-end surplus of about \$22,332.

The Board has done quite a bit of work in managing the golf course and making sure they max out their revenues and watch expenses. This Board has been very adamant



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about doing this and he thinks that all of the hard work is paying off. The revenues in all of the operating divisions of the golf course are going to be right at budget. November and December have been so good that the rounds of golf and the revenue that is generated is up. They see some really good things going on. The banquet business is doing well and the expansion is paying off. Weddings and banquets are robust and they are filling the room quite a bit with the extra people. At six months, he projected they would be under about \$30,000 and he thinks they will be over. With a good spring, it will generate revenues that are over budget. On the expense side, as they have for many, many years they are holding the line. Each operating division is under budget and he is projecting the operating expenses to be under budget by \$108,592. At year end they should have a conservative operating surplus in the golf course of \$92,473.

He stated that with that being said, each operating fund is at budget and with a projected surplus.

### **PUBLIC WORKS COMMITTEE**

#### **Overhead Sewers**

Trustee Camerer stated that at the November 3<sup>rd</sup> Committee of the Whole meeting, they discussed Trustee Deyne's request to include rental units in the overhead sewer program. He asked Dan Dinges to give the particulars on this.

Public Works Director Dan Dinges stated that with the help of Community Development and the intern Tyler Isham, they were able to look at 2010 census information and compile the best information they could. In the older part of town where the overhead sewers would be affected, they have approximately 664 single family homes and 415 multi-family. They estimate the rental units at 129 units. The question discussed was whether to include rental units in the overhead sewer program. He stated that the average cost is \$8,500 to over \$11,000 and that depends on each house.

Trustee Deyne asked him to explain the reason this was initiated.

D. Dinges stated that the overhead sewer program was established for the older parts of town that had gravity services for basement drains or washrooms. This gravity line feeds into the Village system. If the Village gets a large rain event, their system has cracks and surfaces have cracks. Rain water gets into those lines and creates surcharging which can back up into a basement. If a house converts to an overhead system, it changes the height of that sewer from the floor of that basement to the ceiling of the basement and eliminates that backup problem.



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Trustee Camerer asked if a resident needs to approach the Village or is the Village proactive in approaching the residents.

D. Dinges stated that is it open for residents. When there is a big rain event and they call the Village, they are informed about the program. If they are interested, they are given a list of plumbers, they get a price and the Village approves it. The program is not eligible for someone unless they have experienced a sewer backup.

Trustee Hopkins asked if he anticipated this to be a budget issue if they allow the 129 rental units in on this program?

D. Dinges stated that he didn't feel if they add 129 to that list, it will be an issue. They have had this available for over 20 years and have not had a huge draw. In the past five years, they have averaged less than a hand full per year. He didn't see that there would be a huge influx but it could get to a point where if they did get inundated they could say the budget is \$50,000 and once that is met, the Village is done until next year.

Trustee Hopkins asked if they could go to a 50/50 program at that point?

D. Dinges stated that would be part of the discussion. Other towns do not do 100% for the most part.

Trustee Hopkins stated that if they had budget issues they could be addressed at that time.

Administrator Salmons stated that storm water drainage issues that they have done all over town makes it likely that they will experience less of those as it is.

D. Dinges stated that in that old part of town they just finished 6,000 feet of sewer lining which will eliminate a lot of that infiltration. They have another 6,000 feet to be done in January/February. All that will help seal off the Village's system and eliminate other types of sewer backups.

Trustee Hopkins asked if there was some point where they could address the businesses and residents getting their sewers lined? Not necessarily from a Village stand point but maybe implementing a program for a discounted rate.

D. Dinges stated that they will be forced to do that through the EPA and the Metropolitan Water Reclamation District. They are requiring Villages that discharge to their facilities to have a program where they are looking at public as well as private sewers. They will be coming up with a program to deal with private services. They are required to provide a plan to MWRD by 2019. It will have some kind of cost share to encourage residents to enter into that program.



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President Wallace asked if this program would negate the reason for doing the overhead sewer.

D. Dinges stated that even if all the lines are sealed off, he didn't know if they would ever be able to completely eliminate infiltration and inflow into the sanitary sewer during a major event. With the lining and everything else you still get ground water into the sewers causing surcharge so there is a potential for sewer backups.

Trustee Deyne commented that the reason he asked for this to be placed on the agenda was because it was brought to his attention about the situations in this part of town. He looked into the ordinance and realized that it did not include rental units and he thought about what they are here for. They are here to serve the resident of this community and they should not differentiate between they are homeowners or renters. Some of the renters are there because they love this Village and can't afford a home. Some of the circumstances they are confronted with over the sewer backups made him feel that it was an unjust and unfair program. He thought it was somewhat discriminatory and that is why he asked for it to be placed on the agenda.

Trustee Carbonaro asked if the purpose of this program is to go out and seek the people who qualify. Do they need a sewer backup to qualify?

D. Dinges stated that is the way it is set up right now. You have to have an existing sewer backup problem to be eligible for the program. They have never had a problem with it and have improved the system. The large storms over the years have increased the requests.

Trustee Carbonaro asked if the work will alleviate this.

D. Dinges stated that they are basically putting a new pipe in the ground since they put a new liner in the existing pipe and it is a 50 year plus solution that will seal off that rainwater from getting into the pipe.

Trustee Camerer asked if there are specific areas where these problems occur other than saying the north side of town. Is it certain blocks or streets?

D. Dinges stated that it depends on the rain event. There could be a situation where the sewer backs up and someone has root problems. It varies quite a bit.

President Wallace stated that not all Villages do this. He has a rental property that has this issue and they tell him "no".

D. Dinges stated that not every town does it but there are quite a few that have a cost share program to assist residents.



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Trustee Arends stated that she is still opposed to granting this to landlords. She felt that people deserve a nice place to live but that is not their guarantee to the residents of this Village. They do the best they can with what they have. The financial resources are strapped and the benefit of an overhead sewer in a rental property is not to the renter, it is to the landlord. When you become a landlord you certainly should take into consideration that certain things are going to go wrong and that is the cost of doing business as a landlord. If there was a leak in the roof, it would not be the Village's responsibility. She didn't think this was a good use of Village resources.

President Wallace stated that he agreed, based on a business standpoint. When you are a landlord you are expected to pay the expenses of maintaining the property.

Trustee Deyne wanted everyone to keep in mind that they are here to serve the residents in this community. He thought they were fine-lining this in defining whether they are a resident or homeowner. They have a known problem and we have the opportunity to do something to correct this. These people live in this community because they want to be here. If they end up in a home that has this kind of problem it could be unknown to them. The homeowner has the opportunity to correct this problem for the resident that lives there and hopefully move on and purchase something in our Village. He firmly believes that this is an unfair and unjust ordinance and they have the opportunity to correct it.

President Wallace agreed that they were there to serve the residents but he also emphasized that as a landlord, personally, it is his responsibility to make sure that his house is in order for them to live there comfortably. If he does not maintain that property to that level they will move out.

Trustee Arends asked if the people that he is representing live with water in their basement?

Trustee Deyne stated that there has been water and they can't store anything in the basement.

Trustee Arends stated that with limited resources, yes, they owe the residents. She thinks they are trying very hard to take care of that right now. She thinks that to risk that much money to people that are evading their responsibility, is foolish and unwise.

Trustee Camerer asked if the Village is at fault in any way for the problems in these homes with sewer problems. Did the Village put in an inadequate sewer system along this north end that backs up because it is not big enough?

D. Dinges stated that the Village is not at fault in this case at all. The sanitary system that was put in at the time the code allowed for the sanitary service to be installed that



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way. When there are large rain events, both private and public systems have leaks and it is an act of god. As long as the Village has no known blockage in their system that was neglected, it is considered an act of god and most insurance claims would get denied.

Trustee Carbonaro asked if these were homes built in the early 40's? That is technology from 70 years ago and no fault of the Village.

Trustee Hopkins stated that he thought this would be a good thing to offer to the 129 rental units. He has had sewage in his basement before and it's not fun. He feels for a tenant that would have to put up with it. Dan stated that it would not be a big budget concern and if it is they can address it at the time.

President Wallace asked him to be aware that if they open this up and all of a sudden there is a big storm, it could be a \$1.2 million dollars at our door step.

Trustee Hopkins asked D. Dinges if that was likely.

President Wallace stated that it is not likely but possible.

D. Dinges stated that the Board could decide that right now the budget is \$50,000 and it is a first come/first serve which gives them roughly five per year.

Trustee Hopkins asked how many years this has been going on.

D. Dinges stated since the early nineties. Going back to 2010/11 they had seven overhead sewer completions and that was the highest year. 2011 through 2014 they had one installed each year. Last year 2014 they had four and also four in 2015. They had a wet spring and summer and that is why it generated more.

Trustee Deyne asked that this be placed on the next agenda so they could vote on it.

President Wallace stated that he would like to see something that showed limits. Perhaps a 50/50 program for renters. It is easier to swallow where the landlord has to contribute to the event.

Administrator Salmons stated that they will provide some options in terms of the way it could be structured - 100% or 50/50 for renters.

Trustee Deyne stated that he would rather see something to help these people rather than nothing.



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There being no further business to discuss, Trustee Deyne moved to adjourn the Committee of the Whole meeting and that motion was seconded by Trustee Arends.

**ROLL CALL VOTE TO ADJOURN**

**AYES:** Trustees Arends, Camerer, Carbonaro, Deyne, Hopkins

**NAYS:** None

**ABSENT:** Trustee Reinke

**MOTION CARRIED**

The meeting adjourned at 7:43 p.m.

Lorna Gilles  
Village Clerk

LG/