

**MINUTES OF A REGULAR MEETING OF THE  
OSWEGO VILLAGE PRESIDENT AND BOARD OF TRUSTEES  
OSWEGO VILLAGE HALL  
100 PARKERS MILL, OSWEGO, ILLINOIS  
March 7, 2017**

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

President Gail Johnson called the meeting to order at 7:01 p.m. and led the Pledge of Allegiance to the Flag of the United States of America.

**ROLL CALL**

Physically Present: President Gail Johnson; Trustees Ryan Kauffman, Karin McCarthy-Lange, Pam Parr, Luis Perez, Judy Sollinger and Joe West.

Staff Present: Dan Di Santo, Village Administrator; Christina Burns, AVA/HR Director; Tina Touchette, Village Clerk; Jennifer Hughes, Public Works Director; Jeff Burgner, Police Chief; Mark Horton, Finance Director; Rod Zenner, Community Development Director; Michele Brown, Community Relations Manager; Corinna Cole, Economic Development Director; and Dave Silverman, Village Attorney.

**RECOGNITIONS/APPOINTMENTS**

**D.1. Character Counts Awards- Fox Chase Service Learning Club**

Julia Van Camp, President of Character Counts, read the letter of nomination; along with Village President, Johnson, they presented the nominees with an award and had their picture taken.

**D.2. Oswego Police Department Explorers and Oswego Kiwanis's Club Check Presentation to the Vietnam Moving Wall Memorial Committee.**

Trustee McCarthy-Lange, Trustee West, Chief Burgner, members of the Kiwanis's Club and members of the Explorers presented a check in the amount of \$7,500 to Dave Krahn, a member of the Vietnam Moving Wall Memorial Committee. The Oswego Police Department Explorers and Oswego Kiwanis's Club joined together to host a pancake breakfast to support the Moving Wall. At least 800 people were fed with additional donations from the community and businesses. Dave Krahn thanked the Oswego Police Department Explorers and Oswego Kiwanis's Club. He also thanked the Village Board and Veteran's Club. It was an amazing event. Trustee McCarthy-Lange noted she had received many compliments regarding the Explorers; the Kiwanis could not have done the event without them.

**K.1. National Athletic Training Month - March 2017- Item Moved up from the President's Report.**

President Johnson read the proclamation and presented a copy to the students who attended as part of the proclamation.

**D.3. Presentation of the American Council of Engineering Companies (ACEC) Special Achievement Award for the Sub-Regional Plan for Sustainable Drinking Water**

Pete Wallers and Jeff Freeman from EEI briefly spoke about the water study that was submitted for award consideration and subsequently received. They thanked the Village Board for the opportunity and presented the award to President Johnson and Public Works Director Hughes. Public Works Director Hughes noted that the future water supply is important and the study recognizes the efforts involved in finding a water source.

## **PUBLIC FORUM**

The Public Forum was opened at 7:19 p.m.

Adam Jurgens, a resident of Oswego, requested a parking exemption to park on Main Street. Chief Burgner will follow-up with him tomorrow.

There was no one else who requested to speak; the Public Forum was closed at 7:20 p.m.

## **STAFF REPORTS**

Village Administrator- reminder of the Springfield Driveway next week. Discussions to take place regarding issues that are important to Oswego; looking forward to the progress.

### F.1. Fiscal Year 2017 Third Quarter Financial Update

Director Horton presented the fiscal year 2017 3<sup>rd</sup> quarter financial update. Total revenues are at 93% of the budget through the first nine months of the fiscal year. \$30.1 million in bond proceeds is skewing the percentage received to date compared to normal revenue patterns. Expenditures are at 79% of budget. For Operating Funds, total revenue is at 93% of budget compared with expenditures at 90% of budget.

#### General Fund

- Revenues \$278,957 lower than last year's totals
- Expenditures lower than prior year because of no capital expenditures
- Tax revenues are down \$214,700 (1.9%) through the third quarter compared to last year.
- Fines, Franchise fees and Donations/contribution decreases offsetting increases in other categories
- Expenditures have decreased \$1,166,964 compared to last year due to no capital expenditures in the Fund and other decreases in a number of departments

#### Capital Improvement Fund

- Revenues of \$34.3 million include bond proceeds of \$30.1 million, Home Rule Sales tax of \$2,208,550, Roadway fees and Interest earnings
- Expenditures of \$4,043,736 include a \$500,000 transfer to the Vehicle Fund, a \$634,000 transfer to the Debt Service Fund, RT. 71 road improvements, final payment on Mill Road path and Police Headquarters building costs

#### Water & Sewer Fund

- Revenues had been trending lower year over the year, but have increased \$92,000 over last year
- Expenses have increased \$561,000 compared to last year.
- A transfer to the Vehicle Fund of \$232,000, liability insurance increases, electricity cost increases and radium removal cost increases account for the overall increase in expenses

Board and staff discussion focused on last year's expenditures were higher; taxes are the biggest area of decline; every department down in expenditures; water & sewer expenses exceed revenue; EEI providing information on the rate study; miscellaneous amount in the General Fund was a one-time item received for insurance proceeds.

### F.2. Award for Outstanding Achievement in Popular Annual Financial Reporting

Director Horton addressed the Board regarding an award received for financial reporting. In 1991, the Government Finance Officers Association (GFOA) established the Popular Annual Financial Reporting Awards Program (PAFR Program) to encourage and assist state and local governments to extract information from their

annual financial report and produce an annual financial report that is easily understandable to the general public. In October 2015, the Finance department created the Village's first "Resident's Annual Financial Report" (PAFR). The report was completed and submitted to the GFOA award program in November 2016. The report is reviewed by independent reviewers on the information presented, reader appeal, understandability, distribution and other miscellaneous elements.

Director Horton announced that the Resident's Annual Financial Report for the Fiscal Year ended April 30, 2016 received the Award for Outstanding Achievement in Popular Financial Reporting from the GFOA. This is the first time the Award has been given to the Village of Oswego. This award complements the two other awards received by the Finance department for financial reporting:

- The Certificate of Achievement Award for Excellence in Financial Reporting for the Village's Annual Audit report
- The Distinguished Budget Presentation Award for the Village's Annual Budget

These three awards demonstrate the Village's commitment to excellence in financial reporting and transparency regarding the finances of the Village. Director Horton thanked the Community Relations department for providing the pictures, formatting, and their creativity in producing the final report. Staff will continue to improve the report.

Public Works Director- Last Tuesday a tornado hit Ottawa and Naplate. Public Works sent crews Wednesday through Saturday and again on Monday to help in the clean-up. Almost all employees were sent or volunteered in the five days; which afforded them the experience in assisting with these types of disasters. After five days, communities must invoice for the services. Very proud on their response and involvement. During the week, Administrator Di Santo received a text message about the Oswego employees and how hard they were working.

#### **CONSENT AGENDA**

- G.1. February 21, 2017 Committee of the Whole Minutes
- G.2. February 21, 2017 Regular Village Board Minutes
- G.3. February 21, 2017 Closed Session Minutes (Approve, but not Release)
- G.4. Resolution Rescinding Resolution No. 17-R-07; A Resolution Approving the Oswego High School Homecoming Parade and Temporary Closure of US Highway 34 and IL Route 71.  
**Resolution No. 17-R-17**
- G.5. Resolution Approving the Oswego High School Homecoming Parade and Temporary Closure of US Highway 34 and IL Route 71. **Resolution No. 17-R-18**

A motion was made by Trustee McCarthy-Lange and seconded by Trustee Kauffman to approve the Consent Agenda; Approving the February 21, 2017 Committee of the Whole Minutes; Approving the February 21, 2017 Regular Village Board Minutes; Approving, but not Releasing the February 21, 2017 Closed Session Minutes; And approving the following resolutions:

**Resolution No. 17-R-17;** Resolution Rescinding Resolution No. 17-R-07; A Resolution Approving the Oswego High School Homecoming Parade and Temporary Closure of US Highway 34 and IL Route 71.

**Resolution No. 17-R-18;** Resolution Approving the Oswego High School Homecoming Parade and Temporary Closure of US Highway 34 and IL Route 71.

|      |                      |                |
|------|----------------------|----------------|
| Aye: | Ryan Kauffman        | Judy Sollinger |
|      | Karin McCarthy-Lange | Pam Parr       |
|      | Luis Perez           | Joe West       |

Nay: None

The motion was declared carried by omnibus roll call vote with six (6) aye votes and zero (0) nay votes.

## **BILL LIST**

H.1. Approve Bill List Dated March 7, 2017 in the Amount of \$527,594.42.

A motion was made by Trustee Sollinger and seconded by Trustee Parr to Approve the Bill List Dated March 7, 2017 in the Amount of \$527,594.42.

Aye: Ryan Kauffman                      Judy Sollinger  
      Karin McCarthy-Lange            Pam Parr  
      Luis Perez                            Joe West

Nay: None

The motion was declared carried by a roll call vote with six (6) aye votes and zero (0) nay votes.

## **OLD BUSINESS**

I.1. Information Technology Services:

Asst. Village Administrator Burns briefly spoke about the three resolutions for IT services.

1. Resolution Authorizing the Village to Enter into an Agreement with InterDev LLC to Provide Information Technology Services in the Amount of \$129,192. **Resolution No. 17-R-19**

Interdev is the service provider for the GovIT consortium. They would provide all day-to-day help desk services, infrastructure maintenance and monitoring, and IT strategic planning for all Village departments. The assigned technician would work under the direction of the IT/GIS Manager and assigned 40 hours to be shared between Oswego and Yorkville; 32 hours in Oswego and 8 hours in Yorkville. The Village would have 24/7/365 telephone tech support for any issues, as well as additional resources for back-up support and advanced IT strategic planning.

A motion was made by Trustee Sollinger and seconded by Trustee Kauffman to Approve a Resolution Authorizing the Village to Enter into an Agreement with InterDev LLC to Provide Information Technology Services in the Amount of \$129,192.

Aye: Ryan Kauffman                      Judy Sollinger  
      Karin McCarthy-Lange            Pam Parr  
      Luis Perez                            Joe West

Nay: None

The motion was declared carried by a roll call vote with six (6) aye votes and zero (0) nay votes.

2. Resolution Authorizing the Village to Enter into an Intergovernmental Agreement for Membership in a Government Information Technology Consortium (GovITC) with an Initial Cost of \$6,000. **Resolution No. 17-R-20**

Oswego and Yorkville have been accepted to join the consortium. The consortium operates as a governmental agency with monthly meeting agendas, documents subject to FOIA, bylaws and financial policies. There is an investment of \$5,000 per municipality, plus a \$1,000 reserve contribution. The fee is a one-time "buy-in" fee. Overhead costs are primarily auditing and legal fees and would total a few hundred dollars each year. The remaining funds are used for joint purchasing or maintaining appropriate fund balances. The Intergovernmental Agreement requires a three-year commitment to the consortium. The IGA also outlines the process for withdraw from the consortium.

A motion was made by Trustee Parr and seconded by Trustee Sollinger to Approve a Resolution Authorizing the Village to Enter into an Intergovernmental Agreement for Membership in a Government Information Technology Consortium (GovITC) with an Initial Cost of \$6,000.

Aye: Ryan Kauffman Judy Sollinger  
Karin McCarthy-Lange Pam Parr  
Luis Perez Joe West

Nay: None

The motion was declared carried by a roll call vote with six (6) aye votes and zero (0) nay votes.

**3. Resolution Authorizing the Village to Enter into an Intergovernmental Agreement with the United City of Yorkville Regarding the Sharing of Information Technology Services.  
Resolution No. 17-R-21**

Oswego and Yorkville approached IT services as a shared service opportunity in an effort to be cost effective and work collaboratively. Because of the contract structure, Oswego and Yorkville will enter into a separate intergovernmental agreement that would allow for an adjustment in hours and fees in the event it is determined such an adjustment would better meet respective municipality's needs. This will evolve based on needs. Village Board members thought it was a great idea.

A motion was made by Trustee McCarthy-Lange and seconded by Trustee Parr to Approve a Resolution Authorizing the Village to Enter into an Intergovernmental Agreement with the United City of Yorkville Regarding the Sharing of Information Technology Services.

Aye: Ryan Kauffman Judy Sollinger  
Karin McCarthy-Lange Pam Parr  
Luis Perez Joe West

Nay: None

The motion was declared carried by a roll call vote with six (6) aye votes and zero (0) nay votes.

**NEW BUSINESS**

There was no New Business.

**PRESIDENT’S REPORT**

K.1. National Athletic Training Month - March 2017; see Recognitions/Appointments section.

- Looking forward to the Springfield Drivedown. Public Works Director Hughes will also be attending.
- Saturday is the OswegoConnects Community Rally. 42 vendors will be attending as well as several food trucks. This is a great opportunity.
- No announcement today regarding development in the downtown; maybe at the next meeting.

**TRUSTEE REPORTS**

Trustee West

- Proud to be a member of the Village Board and proud to serve with them for Oswego. Nice to see people coming out to support one another and how all the groups pull together to support Oswego, just as the Public Works employees pulled together to help after the tornado.
- Working with Michele in getting more press releases out about all the good things going on in Oswego.

Trustee Sollinger

- Thanked the sponsors for the donations for the Moving Wall fireworks show.

Trustee Parr

- Looking forward to seeing everyone on Saturday at OswegoConnects

Trustee Kauffman

- Thanked staff, Public Works, Economic Director Cole and Finance Director Horton; keep it up.

**CLOSED SESSION**

There was no Closed Session

**ADJOURNMENT**

A motion was made by Trustee Sollinger and seconded by Trustee Parr to adjourn the meeting; upon a voice vote with all remaining members present voting aye, the meeting was adjourned at 7:38 p.m.

Tina Touchette  
Village Clerk