

**Troy Township
Finance Committee Meeting Notes
Monday, March 18, 2019
5:45 p.m.**

Committee Vice-Chairman Bryan Kopman called the meeting to order at 5:45 p.m.

The Pledge of Allegiance was recited.

In Attendance:

Trustee Bryan Kopman (Vice-Chairman)	Supervisor Joseph D. Baltz
Assessor Kim Anderson	Highway Commissioner Thomas R. Ward
Administrator Jennifer Dylík non-voting member (acting as Secretary)	

Absent: Trustee Ryan (Chairman) arrives later at 5:53 p.m.

A quorum is established.

Vice-Chairman Kopman opened the meeting for citizen comments. After asking three times Vice-Chairman Kopman closed the meeting for citizen comments. No citizens were present.

Vice-Chairman Kopman opened the meeting for review and discussion of the proposed 2019-2020 Fiscal Year annual budget review for the General Town Fund and Assessor Budget, the General Assistance Fund Budget, and the Road and Bridge Fund Budget.

Administrator Dylík distributed an updated 2019-2020 proposed budget along with a memo summarizing the changes from the initial proposed budget. Dylík reported the changes as:

Estimated Actual Figures for the Fiscal Year Ending March 31, 2019

Total Revenue	As Presented 02.25.19	As Updated 03.15.19
Town Fund	\$1,116,456.48	\$1,117,986.26
General Asst. Fund	\$40,876.23	\$45,878.05
Road and Bridge Fund	\$1,057,428.60	\$930,082.39
Total Expenses	As Presented 02.25.19	As Updated 03.15.19
Town Fund	\$840,698.09	\$841,464.62
Assessor	\$234,728.70	\$230,398.25
General Asst. Fund	\$43,090.11	\$42,408.21
Road and Bridge Fund	\$1,102,687.28	\$941,390.76
Change in Fund Balance	As Presented 02.25.19	As Updated 03.15.19
Town Fund	\$41,029.69	\$46,123.39
General Asst. Fund	(\$2,213.88)	\$3,469.84
Road & Bridge Fund	(\$45,258.68)	(\$11,308.37)

Ending Cash Balance	As Presented 02.25.19	As Updated 03.15.19
Town Fund	\$636,335.28	\$641,428.98
General Asst. Fund	\$30,274.14	\$35,957.86
Road and Bridge Fund	\$735,013.96	\$768,964.27

Summary Points of Other Changes from February 25, 2019 Proposal:

General Presentation

- Actual figures from the 2017-2018 fiscal year have been added to some of the consolidated summary charts for ease of historical comparison.

Town Fund

- The expense category of Youth and Parks of \$500 was eliminated and that \$500 was added to Community Events with the goal of partnering to co-sponsor a community recycling event in the 2019-2020 fiscal year using those funds.

Road and Bridge Fund

- The Road District is planning to purchase two pieces of equipment using lease purchase financing. At the time that the proposed 2019-2020 budget was presented, it was thought that one of the two purchases would occur before the end of the 2018-2019 fiscal year. That did not happen, and both purchases will occur in the 2019-2020 fiscal year. Therefore, the categories of Loan Proceeds, Capital Outlay R&B Equipment, and Debt Service Principal have been adjusted accordingly. In order to accommodate the two purchases, the income line item of Loan Proceeds and the expense line item of Capital Outlay R&B Equipment were each increased by \$132,000; the increase in expense being offset by the increase in income. The expense line item of Debt Service Principal was increased from \$70,000 to \$75,000 to cover the estimated annual cost of the two lease payments.

Dylik reported that the extended levy figures were received that afternoon. The Township levied for \$1,157,021.92 and was limited to \$1,141,164.39 for a tax rate of .0777 down from .0792 the prior year. The Road District levied for \$1,364,467.78 and was limited to \$1,345,310.92 for a tax rate of .0916 down from .0934 the prior year. These figures are right in-line with the budgeted income projections.

Trustee Ryan arrives at 5:53 p.m.

A general discussion was had about the income line items of loan proceeds and state highway maintenance, in addition to lease purchase of equipment and how the full expense is booked under capital outlay of equipment and is then offset by the income line item of loan proceeds. The lease payment is then expensed under debt services principal.

Vice-Chairman Kopman questioned the proposed budget deficit of (\$499,785.00) for the Road Fund. A general discussion was had regarding the budget and maintaining the maximum amount of flexibility with regards to maintenance and construction of the township roads. Trustee Ryan discussed the municipal half-share being distributed to the local municipalities and the need the

have the budget request support the levy that is filed; although almost half of the extended levy is then distributed out to the local municipalities. The Road District currently gets approximately 53.68% of what is extended in the levy. Supervisor Baltz reported that he learned many years ago that you can't levy for more than what you are budgeting for. Administrator Dylak reported that from the 2017 levy (paid in 2018) the Road Fund was extended \$1,300,731.92 however the following amounts were distributed directly by the County to local municipalities:

- City of Joliet \$318,158.89
- Village of Shorewood \$259,053.26
- Village of Channahon \$19,894.35
- City of Crest Hill \$5,946.24
- Village of Rockdale \$128.47

The Road District then received the balance of \$697,523.70.

Highway Commissioner Ward reported that the Road District will be purchasing two pieces of equipment in the 2019-2020 budget both using financing; one is a 2020 International Truck and the other is a 2019 John Deere Wheel Loader.

Vice-Chairman Kopman asked for an explanation for the budgeted increase in replacement tax compared to the prior year's proposed budget. Administrator Dylak informed that the lower figure for the prior year was an estimate on her part; going with a more conservative value as the State reported there would be a 23% decrease, she had budgeted for a 30% decrease to be ultra conservative.

Highway Commissioner Ward reminded that the Road District does have the ability to go to referendum to request a Hard Road Tax; the Hard Road Tax then does not get the half-share applied to it.

Vice-Chairman Kopman asked for an explanation of the increase in salaries for the Road Fund. Highway Commissioner Ward reported that he did add a full-time Foreman knowing that we would be losing two long-time employees. Although the salary line item is increased, he and his crew are going to try and work with a smaller full-time staff and less seasonal employees. One employee who just left was still included in the 2019-2020 budget, but the intent is to try not to replace that position. Chairman Ryan reminded that the Road District must plan for all possible needs including severe weather events.

A discussion was had regarding health insurance being budgeted for a possible 12% increase and that specific line item in the Road District allows for another 1 to 2 employees to come onto the plan. Other Professional Services for the Road District covers engineering and consultant services if needed. With regards to the Shepley Road Bridge Project, nothing is budgeted in this budget for that project. The Road District will be using MFT funds for their portion of the cost so most of the project expenses will then run through the County.

No further questions were asked about the Road District budget.

Vice-Chairman Kopman moved on to discussion of the General Town budget.

Administrator Dyluk gave a brief summary of the 2018-2019FY estimated actual ending cash balance and a summary of the overall proposed 2019-2020FY budget noting that there are a few capital outlay projects proposed and that the debt certificate only has a few payments left which will end in August of 2021.

Chairman Ryan asked Dyluk to summarize the importance of the proposed capital improvement projects. Dyluk reported that a few were necessities. The exterior lighting and LED retrofit is important because some of the existing fixtures are overheating and melting. After that she would like to see the proposed phone system improvement done as the current system is antiquated and unsupported. Following that would be security system improvements then some chair and table replacements in the community center. Trustee Ryan confirmed that the priority should be lighting, phones, then the chairs and possibly doing security improvements before the chairs. Dyluk reported that initial quotes for the security improvement included cameras around the exterior of the building and in each foyer.

With regards to the Assessor's budget, Vice- Chairman Kopman inquired why the 2018-2019 actual salary figure came in about 10% less than what was budgeted, and the 2019-2020 figure is quite a bit higher. Assessor Anderson responded that during the year she lost one employee who was not replaced right away. Additionally, 2019 is a quadrennial assessment year so an additional employee was hired, and overtime is allocated for the additional assessment work and for appeals.

Administrator Dyluk gave a summary of the 2018-2019FY estimated actual figures for General Assistance and brief summary of the proposed 2019-2020 budget. Dyluk reported that \$20,000 was budgeted from the levy to go to GA and \$25,000 is budgeted as a transfer from the Town Fund to GA.

Vice-Chairman Kopman asked for any other questions on the proposed budget. No additional questions were asked.

Vice-Chairman Kopman asked if any attendees felt another meeting needed to be schedule. There were no requests for an additional meeting.

Highway Commissioner Ward motioned; seconded by Supervisor Baltz that the Finance Committee recommend to the Township Board that the 2019-2020 Proposed Town Fund Budget be approved as presented. Motion carried.

Assessor Anderson motioned; seconded by Chairman Ryan, that the Finance Committee recommend to the Township Board that the 2019-2020 Proposed General Assistance Budget be approved as presented. Motion carried.

Chairman Ryan motioned; seconded by Supervisor Baltz, that the Finance Committee recommend to the Township Board that the 2019-2020 Proposed Road and Bridge Fund Budget be approved as presented. Motion carried.

Vice-Chairman Kopman asked for any new business. After asking three times, no new business presented.

Vice-Chairman Kopman thanked Highway Commissioner Ward, Assessor Anderson, Supervisor Baltz, and Administrator Dylík for their work on the budget and their patience with questions.

Motion made by Assessor Anderson; seconded by Chairman Ryan to adjourn. Motion carried.
Meeting adjourned at approximately 6:51 p.m.

Submitted:

Jennifer Dylík
Secretary

A handwritten signature in black ink, appearing to read "Jennifer Dylík", written over the printed name.