

**REGULAR MEETING
OF THE PRESIDENT AND THE BOARD OF TRUSTEES
OF THE VILLAGE OF WAYNE
November 19, 2024**

I. PLEDGE OF ALLEGIANCE

President Phipps asked all to rise and recite the Pledge of Allegiance.

II. CALL TO ORDER

President Phipps called the meeting to order at 7:30 pm.

Roll Call:

Present in Village Hall: President Eileen Phipps, Trustees Guy Bevente, Pete Connolly, Mike Dimitroff, Gary Figurski, Ed Hull, Emily Miller – Seven (7)

Absent: Village Attorney Pete Wilson

Present via Webinar: Village Treasurer Howard Levine
Ed Tracy, Seldon Fox Executive Vice President

Also Present in Village Hall: Police Chief Tim Roberts
Village Clerk Patricia Engstrom
Village Public Works Tommy King
Residents Pam & Tom Kennedy 5N525 Billy Burns Road
Resident Lance Appleton 32W228 Pratt Road
Residents Peter & Michelle Mourousias 5N521 Powis Road
Resident Kathy Tranchida 5N035 Munger Road
Resident Anna Cunanan 32W235 Army Trail
Resident Jessica Ewald 32W107 Cedar Lane

Present via Webinar: No members of the Public attended by Webinar

III. PUBLIC COMMENT - (please limit your comments to three minutes)

The Public Comment section is intended to give the public an opportunity to present a comment or opinion to the Board of Trustees. It is not intended to be a time for questions and answers or debate on political issues. Discussion between speakers and other members of the audience will not be permitted. For questions please email members of the Board directly and a Board member or staff will respond directly. Public Comment should be limited to this portion of the agenda and the public should not interrupt the Board during the remainder of the meeting. Should a member of the public become disruptive or interrupt another speaker they will be warned once, and if the disruption continues, removed from the meeting.

Resident Michelle Mourousias made comment on Minutes.

Resident Peter Mourousias made comment on the Park Commission.

Resident Anna Cunanan made comment regarding a public Facebook page.

Resident Kathy Tranchida made comment regarding a public Facebook page.

President Phipps moved Items VIII. B. 2 & 3 out of order to accommodate Ed Tracy, Seldon Fox, who had another commitment.

VIII. B. Treasurer's Report – Howard Levine

Treasurer Levine stated Seldon Fox, LTD, recently completed its examination of the Village's Financial Statements as of and for the Year Ended April 30, 2024. As part of that examination, they have transmitted the following documents to the Village: Annual Financial Report for the Year Ended April 30, 2024, Communication with Those Charged with Governance dated 10/23/2024, and the October 23, 2024 Management Letter. These documents have all been posted to the Village website under Annual Finances, and the Annual Report has been submitted to the State and County as required. Treasurer Levine introduced Ed Tracy, Executive Vice President of Seldon Fox, present via webinar, to address the Board and answer any questions the Board may have regarding the recently completed audit.

2. Annual Audit Report for the Year Ended 04/30/2024

Before turning the floor over to Ed Tracy, Treasurer Levine highlighted the following regarding the audit. Treasurer Levine said the Village has again received an unqualified audit opinion. The report is prepared on an accrual basis rather than the cash basis used for the monthly Board reports. The Communication with those charges with governance provides a summary of the adjustments made by Selden Fox to convert the statements to accrual from cash. The main difference between the accrual statements and the monthly Board report is the inclusion of the Village's capital assets (Village Hall, Roads, etc.) and any related depreciation thereto.

3. Communication from Seldon Fox

While the communication speaks for itself, the highlights, consistent with prior years, were the auditor's comments that they "encountered no significant disagreements in dealing with management in performing and completing the audit." Page 2 highlights uncorrected misstatements contained in the statements. These are the adjustments to the accrual basis. Attached as Exhibits to this letter are the actual journal entries used to adjust the monthly Board Financial Statements to the audit report. They primarily are adjustments to adjust the Village's Statements from the cash basis to an accrual basis.

October 2023 Management Letter As part of the audit process, Selden Fox reviews the Village's system of internal controls and identifies areas where there are deficiencies in the Village's systems. The three deficiencies identified are the same as prior years: The involvement of Selden Fox in the preparation of the Financial Statements; Converting the general ledger from a modified cash basis to accrual; Having a log created for mail that is opened and maintaining a record of Police fine receivables.

Ed Tracy, Seldon Fox, said it is typical for entities the size of the Village of Wayne to have the comment regarding financial statement preparation and that they only recommend action if there is a cost benefit realized. The Board has found there is no cost benefit in the past. Treasurer Levine said there are no planned changes to staffing levels that would alter that analysis.

Trustee Connolly noted there is a cost to use an accrual system.

Trustee Connolly made the motion to acknowledge receipt of Seldon Fox's Annual Audit Report for Year Ended April 30, 2024 and Ed Tracy's presence and explanation. Seconded by Trustee Hull.

Roll Call:

Ayes: Trustees Bevente, Connolly, Dimitroff, Figurski, Hull, Miller – Six (6)

Nays: None

Absent: None

Motion passed 6-0.

III. A. Depot Update – Lance Appleton

Lance Appleton brought the Board up to date on progress at the Depot. WHPS spent \$120,000 on Douglas fir installation in the ceiling and walls. A generator has been purchased and is in place, allowing WHPS to bring Wayne history and memorabilia into the climate controlled environment. Heat and water are in place and available. Quarry tile has been installed in the basement. Plans are to paint the first floor walls and ceiling in January. A chairlift is on the wish list. The annual newsletter recently went out informing the community of WHPS' progress on the historic building.

IV. REPORTS OF BOARDS, COMMISSIONS AND STAFF

A. PLAN COMMISSION

No report.

B. ZONING BOARD OF APPEALS

No report.

C. ENGINEERING

No report.

D. PARK COMMISSION

No report.

V. CONSENT AGENDA

A. Minutes November 5, 2024 – Open Session

B. Road Salt 2024/2025 220 Ton, Inv #GCR0000622 - \$16,258.00

Trustee Figurski made the motion to establish the Consent Agenda. Seconded by Trustee Dimitroff and passed by unanimous Voice Vote.

Trustee Connolly made the motion to approve the Consent Agenda. Seconded by Trustee Bevente.
Roll Call:

Ayes: Trustees Bevente, Connolly, Dimitroff, Figurski, Hull, Miller – Six (6)

Nays: None

Absent: None

Motion passed 6-0.

VI. ITEMS REMOVED FROM CONSENT AGENDA

None.

VII. ORDINANCES AND RESOLUTIONS

A. Res. 24-R-08; License Agreement w/ Sebastien & Corrine Wodzinski

5N565 Billy Burns Road

Trustee Miller made the motion to approve Res. 24-R-08, Authorizing a License Agreement with Sebastien & Corrine Wodzinski, 5N565 Billy Burns Road with the corrections noted below. Seconded by Trustee Hull.

Trustee Connolly noted the Agreement is subject to items removed from the property and asked those be removed before the License Agreement is signed. Trustee Bevente noted a couple errors in the Agreement: 2) Admission of No Right: last sentence, last word should be Wodzinski not Kennedy; and 9) Indemnification: line eight, last word should be Right-of-Way not Derby.

Roll Call:

Ayes: Trustees Bevente, Connolly, Dimitroff, Figurski, Hull, Miller – Six (6)

Nays: None

Absent: None

Motion passed 6-0.

B. Res. 24-R-09; License Agreement w/ Thomas & Pamela Kennedy

5N525 Billy Burns Road

Trustee Figurski made the motion to approve Res. 24-R-09, Authorizing a License Agreement with Thomas & Pamela Kennedy 5N525 Billy Burns Road. Seconded by Trustee Hull.

Roll Call:

Ayes: Trustees Bevente, Connolly, Dimitroff, Figurski, Hull, Miller – Six (6)

Nays: None

Absent: None

Motion passed 6-0.

VIII. REPORTS OF OFFICERS AND ACTION ITEMS

A. Clerk's Report – Patti Engstrom

Clerk Engstrom reported there are three openings for Trustee in the April Consolidated Election. Seven people have filed election papers. Six were at the door at 8am and there will be a Lottery drawing Thursday at Village Hall for ballot placement.

B. Treasurer's Report – Howard Levine

1. Budget for Fiscal Year Ended 04/30/2025

Treasurer Levine provided a brief overview saying the proposed Budget shows a slight surplus of approx. \$3,000. Budgeted operating revenue for F/Y 2025 reflects an overall decrease of \$73,000. This decrease is primarily the result of lower forecasted Building Dept. revenue as well as a decrease in interest and fine income.

The budget reflects the Appropriations Ordinance approved May 2024.

Trustee Connolly approved the Annual Budget for Fiscal Year Ended April 30, 2025.

Seconded by Trustee Dimitroff.

Roll Call:

Ayes: Trustees Bevente, Connolly, Dimitroff, Figurski, Hull, Miller – Six (6)

Nays: None

Absent: None

Motion passed 6-0.

2. Audit Report for the Year Ended 04/30/2024

See above.

3. Communication from Selden Fox

See above.

C. President's Report – Eileen Phipps

No report.

D. Village Attorney's Report – Pete Wilson

No report.

IX. APPOINTMENTS – VILLAGE COMMISSIONS AND COMMITTEES

A. Confirmation of Appointment – Jack Berry

President Phipps said a question has been raised as to whether the Board actually completed an action on the approval of an appointment, and while Minutes reflect the approval, no one appears to have an actual recollection of the event. She asked the Board to vote again on the appointment of Jack Berry to the position of Park Commission, filling Jim Lorenz's term through April 30, 2027.

Trustee Connolly made the motion to approve Jack Berry to the Park Commission to fill Jim Lorenz's term through April 30, 2027. Seconded by Trustee Miller.

Roll Call:

Ayes: Trustees Bevente, Connolly, Dimitroff, Figurski, Hull, Miller – Six (6)

Nays: None

Absent: None

Motion passed 6-0.

X. REPORTS OF TRUSTEES AND ACTION ITEMS

A. Public Safety – Pete Connolly

Chief Roberts reported the following: 1) The speed trailer moves to different location until snow flies. 2) Speed signs purchased from grant money have arrived. Currently, one is on Robin Lane and one on Smith Road. 3) Thanksgiving will have extra patrols on duty. 4) Local license plate recognition identified a South American theft group that is now in custody in New Jersey. 5) Bradford Park's residential burglar has been identified.

B. Public Works – Mike Dimitroff

Trustee Dimitroff reported the following: 1) Turf grass and leaf cleanup has been completed at Wayne Memorial Park, the Army Trail corridor, the Forest Preserve District, and Village Hall. 2) All right-of-way mowing was completed two weeks ago. 3) Tomorrow Public Works will complete their snow and ice readiness for the upcoming season.

C. Finance – Pete Connolly

No report.

D. Administration – Emily Miller

No report.

E. Development/Historic and Rural Preservation – Ed Hull

No report.

F. Building & Zoning – Gary Figurski

No report.

G. Parks – Emily Miller

No report.

H. Technology – Guy Bevente

1. Computing Equipment/Infrastructure Upgrades Approval-Not to Exceed \$19,000

Trustee Bevente provided a memo regarding Phase 1 of computer environmental upgrades. The Village has technical debt of old PC's. As previously discussed, an assessment was completed to identify the Village's full computer infrastructure inventory, assess risks, and estimate costs of upgrades/replacements. The infrastructure inventory was broken down by PD or Village, then further broken down to show if the upgrades are part of the build-out for the temporary PD as a permanent location. He provided the stratification and associated costs.

Trustee Bevente made the motion to approve computer equipment replacement and upgrades not to exceed \$19,000. Seconded by Trustee Figurski.

Roll Call:

Ayes: Trustees Bevente, Connolly, Dimitroff, Figurski, Hull, Miller – Six (6)

Nays: None

Absent: None

Motion passed 6-0.

XI. CLOSED SESSION

None.

XIII. NEW BUSINESS AND ACTION ITEMS

None.

XIV. ADJOURNMENT

Trustee Figurski made the motion to adjourn. Seconded by Trustee Dimitroff and passed by unanimous Voice Vote. Meeting adjourned at 8:20pm.

Respectfully submitted,

Patricia Engstrom, Clerk

/pe