

**REGULAR MEETING  
OF THE PRESIDENT AND THE BOARD OF TRUSTEES  
OF THE VILLAGE OF WAYNE  
5N430 Railroad Street, Wayne, IL 60184**

**November 4, 2025  
7:30pm**

**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 7:30pm.

**Roll Call:**

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

**Absent:** None

**Present via Webinar:** Village Treasurer Howard Levine

**Also Present in Village Hall:** Police Chief Tim Roberts  
Village Clerk Patricia Engstrom  
Village Attorney Steve Adams  
Village Engineer Dan Lynch  
Ed Tracy, Executive Vice President Selden Fox  
Resident Ken Walters 5N480 Billy Burns

**Present via Webinar:** Five members of the Public attended by Webinar: WRC,  
Daniel iPhone, Elaine iPhone, Alec Thomas, Anna Cunanan

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

*Speakers may submit written comments in lieu of verbal comments by emailing them to not later than noon the day preceding the day of the meeting. The Clerk shall deliver written comments to the Board President and Trustees. The President may acknowledge receipt of them during open meetings without reading them verbatim. Though not required by OMA, anyone wishing to make public comments without attending the meeting in person may do so through the Village's zoom platform by clicking the raise hand icon during the Public Comment section of the meeting.*

*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 is 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 Ken Walters 5N480 Billy Burns, commented on burning during drought, property taxes to U-46, and vehicle stickers.

11.04.2025

**IV. A. Approval of Remote Attendance for Trustee**

None.

**IX. B. Treasurer's Report – Howard Levine**

**1. Selden Fox – Audit F/Y 2025**

Treasurer Levine stated Selden Fox, LTD, recently completed its examination of the Village's Financial Statements for the Year Ended April 30, 2025. As part of that examination, they have transmitted the following documents to the Village: Annual Financial Report for the Year Ended April 30, 2025, Communication with Those Charged with Governance dated October 27, 2025, and the October 27, 2025 Management Letter. These documents were included with the agenda on the Village website, will be 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 Selden Fox, to address the Board and answer any questions it may have regarding the recently completed audit.

**2. Annual Audit Report for the Year Ended 04/30/2025**

Ed Tracy, Selden Fox, addressed the Board saying 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 Charged 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.

**3. Communication from Selden 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 convert from cash to accrual. Attached as Exhibits to this letter are actual journal entries used to adjust the monthly Board Financial Statements to the audit report. They primarily are adjustments to the Village's Statements from the cash basis to an accrual basis.

**October 2025 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 two deficiencies identified are the same as prior years: The involvement of Selden Fox in the preparation of the Financial Statements and Converting the general ledger from a modified cash basis to accrual. Mr. Tracy 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. Mr. Tracy said they encountered no bumps during the audit process. The bank account is fully reconciled and recorded accurately. He noted audit standards are geared to Fortune 500 companies, not small Villages.

Treasurer Levine presented the F/Y 2025 Audit to the Board.

**V. REPORTS OF BOARDS, COMMISSIONS AND STAFF**

**A. PLAN COMMISSION**

Attorney Adams reported the Commission is making progress on the Comprehensive Plan, zoning code provisions, setbacks of small sheds, and reconstruction of nonconforming structures after fire or other casualty.

**B. ZONING BOARD OF APPEALS**

No report.

**C. ENGINEERING**

**1. Lake Eleanor Estates Project/Bid Award**

Engineer Lynch recommended continuing award of the bid to the next meeting. He has received clarification from DCEO that the 28% requirement for Minority Business Establishments and Woman Business Establishments (MBE/WBE) is total over the entire grant for the Village Hall and Lake Eleanor projects. DCEO also ruled that the breakdown between MBE and WBE as detailed in the grant agreement is flexible, as long as the overall goal is met. Eng. Lynch and Attorney Adams have had a number of discussions and are reviewing the bids and seeking clarification from the low bidder considering the additional guidance.

**D. PARK COMMISSION**

No report.

**VI. CONSENT AGENDA**

**A. Minutes October 21, 2025 – Open Session**

**B. City of West Chicago; Purchase Road Salt 2025/2026 Winter Season - \$15,573.80**

**C. Village of Wayne Meeting Calendar 2026**

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

Trustee Bevente made the motion to approve the Consent Agenda. Seconded by Trustee Kaluzsa.

**Roll Call:**

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

**Nays:** None

**Absent:** None

**Motion passed 6-0**

**VII. ITEMS REMOVED FROM CONSENT AGENDA**

None.

**VIII. ORDINANCES AND RESOLUTIONS**

None.

**IX. REPORTS OF OFFICERS AND ACTION ITEMS**

**A. Clerk's Report – Patti Engstrom**

No report.

**B. Treasurer's Report – Howard Levine**

**1. Financial Statements as of August 31, 2025 and the Four Months Then Ended  
Financial Statements as of September 30, 2025 and for the Five Months Then Ended**

Treasurer Levine gave a brief review, saying revenue is 5% higher from sales tax and income tax, expenses are \$4,000 higher due to employee increases in May. Pension liability has dropped.

**Trustee Connolly made the motion to approve Financial Statements as of August 31, 2025 and the Four Months Then Ended, and September 30, 2025 and for the Five Months Then Ended. Seconded by Trustee Miller and passed by Voice Vote. Trustee Bevente abstained.**

**2. Disbursements for August 2025**

**Disbursements for September 2025**

**Trustee Dimitroff made the motion to approve Disbursements for August 2025 and September 2025. Seconded by Trustee Connolly and passed by Voice Vote. Trustee Bevente abstained.**

Treasurer Levine said Annual Tax Levies will be on the next agenda.

**C. President's Report – Eileen Phipps**

No report.

**D. Village Attorney's Report – Steve Adams**

Attorney Adams is working on the following: 1) Police Building renovations; 2) Fiber optics; 3) Lake Eleanor Grant; 4) License Agreement - Kennedy.

**X. APPOINTMENTS – VILLAGE COMMISSIONS AND COMMITTEES**

None.

**XI. REPORTS OF TRUSTEES AND ACTION ITEMS**

**A. Public Safety – Pete Connolly**

Chief Roberts reported the following: 1) 10/26 Trunk or Treat was a great success. Safety is an issue on one-way School Street; 2) 10/30 Wayne Elementary School Halloween Parade. In addition, Wayne Garden Club reads to classes at the school during Halloween week; 3) This week Wayne Elementary School annual active shooter drills.

**B. Public Works – Mike Dimitroff**

Trustee Dimitroff reported: 1) Public Works has personally made and installed wooden Historic Wayne Road signs at Army Trail and the County Line; 2) Repaired GFI's on lamp posts in front of the church on Army Trail; 3) Two lamp posts need electricity run to them. The Village will hire a professional electrician.

**C. Finance – Pete Connolly**

Trustee Connolly reported posting the RFQ for the PD building on the Village website. Twelve bidders showed up yesterday. Ten firms toured the building. Deadline for submittals is December 1, 2025.

**D. Administration – Karen Kaluzsa**

No report.

#### **E. Development/Historic and Rural Preservation – Ed Hull**

Trustee Hull said he must consult with Chief Roberts regarding issues on a property on Army Trail Road. He has a few questions for Attorney Adams regarding the Pederson property and setting a precedent.

#### **F. Building & Zoning – Ed Hull**

Trustee Hull said he has a few questions for B&Z Director Mike Gricus and B&Z Admin Jean. TPI does not have a current contract with the Village. Attorney Adams must review any contract when provided. Mike officially retired from Bloomingdale and cannot work for 60 days in that town. He can work in Wayne.

#### **G. Parks – Emily Miller**

No report.

#### **H. Technology – Guy Bevente**

Trustee Bevente reported: 1) Saloni is working on how long to keep Board and Commission Agendas and Minutes on the website. 2) Civic Plus provided a webinar demo on a software package to manage agendas and minutes. Another demo will take place next week. 3) New tech companies have contacted the Village to build infrastructure in the town but not for residential build out. Their intent is to provide infrastructure for other residential service providers. Attorney Adams has reviewed the question whether company can lay infrastructure in Village rights-of-way if the company will not serve Village residents. Trustee Connolly cautioned that the Village should not run up Attorney bills that won't be offset by vendor fees. Attorney Adams replied the Village can charge a license fee. Treasurer Levine commented that while the Village does allow its rights-of-way to be accessed by telecommunication companies it does mean that the Village must incur costs related to processing and administering those rights-of-way. We should elect to recover any costs related to the review of any applications related to the use of the rights-of-way through licensing agreements and review fees.

### **XII. OLD BUSINESS**

None.

### **XIII. CLOSED SESSION**

None.

### **XIV. NEW BUSINESS**

#### **A. Staffing**

Discussion ensued on the need for a zoning enforcement officer about twice a month; Trustee Hull said TPI offers zoning enforcement as a service. The need for a Village Administrator was discussed to provide supervision over and coordination between all departments and activities of the Village and provide efficient communications between the staff, Board, and commissions. Trustee Connolly noted it comes down to cost. Trustees Kaluzsa and Miller will put together a job description, hopefully seeking who has experience with the counties. A job description will also be drafted by Trustee Connolly for an Accounting Director. Expectations and job descriptions for certain advanced skills may have changed. The Village must find the balance between evolving while keeping the distinct simple nature of the town.

Treasurer Levine commented the Village has no flexibility to raise revenue without Home Rule. President Phipps said the Village must be able to both afford and sustain additions to staffing. She asked that Staffing be placed on the December 2 agenda for further discussion.

**XV. ADJOURNMENT**

**Trustee Dimitroff made the motion to adjourn. Seconded by Trustee Hull and passed by unanimous Voice Vote. Meeting adjourned at 9:15pm.**

**Respectfully submitted,**

**Patricia Engstrom, Village Clerk**

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