

## **COMMITTEE OF THE WHOLE MEETING MINUTES**

**December 1, 2015**

**CALL TO ORDER** - Mayor Abbott called the meeting to order at 7:31 p.m.

**PLEDGE OF ALLEGIANCE**– Mayor Abbott opened the meeting with the Pledge of Allegiance.

**OPENING PRAYER** - Pastor David Bigsby from The Upper Room Church offered a prayer.

**ROLL CALL** – Mayor Abbott asked for a roll call. Roll call revealed the following trustees present:  
Eidam, Kapteyn, Stole, Skrbina, Manno and DeLaurentis.

### **PRESENTATION OF**

**MINUTES** – Mayor Abbott requested any corrections or additions to the minutes of the Committee of the Whole Meeting of November 17, 2015.

Mayor Abbott asked for a motion to approve the minutes.

Trustee Stole so moved.

Trustee Kapteyn seconded.

Mayor Abbott asked for a roll call:

### **ROLL CALL**

Yeas - 6 -Trustees: Stole, Kapteyn, Eidam, Skrbina, Manno and DeLaurentis

Nays – 0-Trustees:

**Minutes Approved**

## **COMMITTEE OF THE WHOLE MEETING**

### **A. Annual Audit Review:**

Village Treasurer, Arlette Frye, introduced the principles of RSM US LLP, Mr. John George and Ms. Kelly Kirkman, who presented a summary of the village's Annual Financial Audit. A formal report was distributed describing the presentation outline, the audit process, highlights of the financial report, new accounting pronouncements and detailed individual reports. The report indicated there weren't any disagreements of significant accounting principles, any significant issues requiring discussion with management, or minimal adjustments including uncorrected misstatements.

**B. Village Board Meetings & Committee of the Whole Meetings Schedule:**

Mayor Abbott opened the discussion regarding a recap of the previous Committee of the Whole meeting's discussion that included a change of dates of board meetings. After a further suggestion by Mayor Abbott and general agreement of the board, it was decided to keep board meetings at the same schedule of first and third Tuesdays and with a Committee of the Whole meeting on the same dates. When board meetings fall on holidays, an additional meeting may be called in advance to accommodate having two meetings a month, if required.

**C. Ridge & Torrence Intersection Update – Resolution & Agreements:**

Village Engineer, Jeff Pintar, explained the project and provided a visual showing the realignment of the left leg of Torrence Avenue & Ridge Road. The process began with the IDOT application process in 2006. The village has now acquired the necessary property for the project and final plans are completed and have been approved by IDOT. The project is now ready to go out to bid for construction. Mr. Pintar further explained that agreements must be entered into with IDOT and Robinson Engineering. He provided a summary of the funding breakdown, of which 90% is funded through grant monies.

Mr. Pintar asked the board to place the Resolution on the agenda for the next meeting, authorizing the Mayor and Clerk to enter into the two agreements in order to secure final funding for the construction project.

**D. Approval of New Community Service Officer (CSO) in Compliance with Ethics Ordinance:**

Village Attorney, Tim Lapp, referenced the recently adopted Ordinance 15-033, Section 6, which requires an approval of the corporate authorities when hiring any position that is under the direct supervision of a relative.

In accordance with the ordinance, Mr. Lapp, indicated a motion would be appropriate at the next meeting to approve the hiring of Dennis Murrin III as a Community Service Officer for the Lansing Police Department.

**E. Airport Commercial Operator Concession Agreement – Flight School:**

Airport Manager, John DeLaurentiis, presented key highlights and details of the Commercial Operator Concession Agreement with SimpleFlight, Inc., who is proposing to co-locate their training program along with Windy City Aero at the

airport location. By doing so, SimpleFlight plans to establish the Lansing Airport as a premier, factory approved, flight training location.

Mr. DeLaurentiis explained the SimpleFlight Concession Agreement is the exact same form previously presented to the Board for Windy City Aero, Inc. He continued describing the many benefits and advantages of entering into a concession agreement. Mr. DeLaurentiis indicated he is not asking for board resolution at this time, but is providing pertinent information to the board. He will not be requesting a final consideration until all changes and additional verbiage has been finalized and approved by the staff and the village attorney.

Mayor Abbott and Trustee Stole discussed whether minor changes to the Concession Agreements require additional Committee of the Whole discussion. The Trustees agreed that identified *minor changes* would not require an additional Committee of the Whole discussion, but could be included on the agenda for an upcoming board meeting.

**PUBLIC COMMENT—**

Mike Hersom, 3137 178<sup>th</sup> Street, Lansing, Illinois thanked the board for including Public Comment on the Committee of the Whole agenda, inquired about an audit/accounting entry, and asked a question about the Ridge & Torrence intersection.

**OLD/NEW BUSINESS—**

There was none.

**ADJOURNMENT—**

At 8:33 p.m., Mayor Abbott asked for a motion to adjourn the Committee of the Whole Meeting.

Trustee Stole so moved.

Trustee Kapteyn seconded.

**ROLL CALL ON MOTION—**

Yeas – 6- Trustees: Stole, Kapteyn, Eidam, Skrbina, Manno and DeLaurentis

Nays - 0

Respectfully Submitted,

Donna Kooyenga  
Lansing Village Clerk  
/dk