

**VILLAGE OF ROUND LAKE HEIGHTS  
619 W. PONTIAC COURT – BOARD ROOM  
COMMITTEE MEETING – MARCH 3, 2009**

**CALL TO ORDER**

The Village of Round Lake Heights Committee Meeting was called to order by Mayor Lumpkins at 7:00 p.m.

**ROLL CALL**

Trustee Meeks = Present	Trustee Mahoney = Present
Trustee Walker = Present	Trustee Katzel = Present
Trustee Faught = Present	Trustee Germann = Present
Mayor Lumpkins = Present	Village Clerk Mahoney = Present
Also Present = Fourteen Residents	

**AUDIENCE COMMENTS**

There were none.

**ADMINISTRATIVE**

Lake County Storm Sewer Resolution

Mayor Lumpkins stated that the Lake County Storm Sewer Resolution will be on the agenda next week. This resolution is for Round Lake, Round Lake Beach, Round Lake Heights, Round Lake Park and the Round Lake Sanitary District and resolves that the facility planning areas are designed to promote the most cost-effective, efficient and environmentally-sound means to treat and dispose of sanitary sewage. Round Lake Beach has already passed this resolution and it will be before Round Lake Park next week. Trustee Meeks stated that we need to have sewers. There were no further questions or comments from the Board.

Accounting Services Proposals

Mayor Lumpkins reminded the Board that we received proposals from Eder, Casella & Co. and Milburn Cain & Co. because the last time when John Casella, from our accounting firm, was here that he explained why we needed to do this because of the management letter. The management letter stated that “Management is responsible for the accuracy and completeness of all financial records. This includes having controls over the financial reporting process which serve to prevent and detect errors in financial reporting that ensure that the financial statements are free of material misstatements. The Village relies on us to propose financial statement adjustments on a monthly basis as well as during the annual audit. These entries are necessary to ensure that the financial statements are fairly stated and, in our judgment, are material to the financial statements. Management reviewed and agreed with the adjustments and they were included in the 2008 financial statements. Since the Village relies on the external auditor to perform these services, we conclude that there is a material weakness in the Village’s internal control policies and procedures which we are required to report. As in the case with

most small to medium size villages, we have noted that management relies on the auditor to prepare monthly and yearend financial statement adjustments as it is more cost effective to rely on outside expertise than to acquire the same level of expertise internally.” Mayor Lumpkins stated that this material weakness will be on every management letter from here on out unless we hire separate accounting firms to perform pre-audit and audit work. We paid \$9,400.00 this past fiscal year for the pre-audit and audit work performed by Eder, Casella & Company and it would be \$9,725.00 for fiscal year ending June 30, 2009. If we hire two firms we would have Eder, Casella & Company prepare all pre-audit work at a cost of \$8,250.00 and Milburn Cain & Company would do the audit work at a cost expected not to exceed \$4,500.00. This would be a total of \$12,750.00, which is an increase of \$3,025.00, if we choose to go with two firms in order to remove the material weakness stated on the management letter. Mayor Lumpkins stated that we have always tried to cure any issues in the management letter and this is something that the village can only cure if we decide to spend additional funds. Mayor Lumpkins stated that his recommendation, although he hates to see a material weakness in our management letter, is to continue with one firm in order to not spend additional funds. Trustee Meeks stated that she agreed with Mayor Lumpkins and added that we are not doing anything wrong but that we just do not have the personnel. Trustee Meeks stated that we could attach something to state why we have the material weakness. The Board agreed to continue with one accounting firm, Eder Casella & Company, to perform pre-audit and audit work and to attach a statement to the management letter explaining the reason for the material weakness. Mayor Lumpkins stated that he would ask John Casella to write the letter explaining the reason for the material weakness.

#### Street Sweeping

Mayor Lumpkins stated the street sweeping company, Holving Clean Sweep LLC, that we looked at last time will be available to do the work the first week in April. Mayor Lumpkins asked Trustee Mahoney if he received any more quotes and he did not. Holving Clean Sweep LLC would do all the streets and the village parking lot for \$720.00. This is a flat fee and the other quotes were on an hourly basis. Bud Kowalski is going to present something to Mayor Lumpkins by next week to attach a blower to our mower to blow the debris from the easements into the streets and then the street sweeper will clean the streets. Hiring Holving Clean Sweep LLC to sweep our streets will be on the agenda next week for Board approval.

#### April 7, 2009 Consolidated Election Update

Mayor Lumpkins stated that in regards to the April 7, 2009 Consolidated Election we received a list of locations and hours from early voting from Lake County. A copy was distributed to the Board and we will post this information on our website. There were no further questions or comments from the Board.

Connect-CTY Mayor Lumpkins stated that notice was sent on February 25, 2009 that Round Lake Heights selected Connect-CTY service to improve emergency preparedness

and communication. A test call will be performed on March 13, 2009 in order to ensure residents are aware of the program and can provide correct phone numbers and email addresses should they not receive the test message. If residents do not receive the call, they should visit the village's website and click on the "Sign Up Now – Services by Connect-CTY" link to enter their contact information or call the village hall.

## **CORRESPONDENCE**

Clerk Mahoney reported that newsletters received were InTransit, Cisco Communicator, Decoder and Illinois Municipal Review.

## **COMMITTEE REPORTS**

Public Safety There was nothing to report.

Public Works There was nothing to report.

Building & Zoning There was nothing to report.

Sewer & Water There was nothing to report.

Administration Trustee Faught reported that she received a business license application for AAA My Cash Services. This is a consumer loan business that will be located on Rollins Road where the martial arts school was. The owner is listed as Todd Martin and he will be at the Board meeting next week to answer any questions. This will be on the agenda for approval at the next Board meeting.

Ordinances There was nothing to report.

## **OLD BUSINESS**

### **Stormwater Management**

Mayor Lumpkins stated that Christine Gaynes from Stormwater Management contacted him today and stated that the Army Corps of Engineer signed off on the three houses to be purchased. The paperwork now goes to FEMA who is expected to sign off within a couple days. We should have prices for the three homeowners within thirty days and be able to move forward with this and eventually knock down the houses and have open land. Mayor Lumpkins stated that he spoke with the homeowners and they were extremely happy. Trustee Faught questioned if we could coordinate with the fire department to have controlled burns and Mayor Lumpkins stated that we could.

Pond Drainage Mayor Lumpkins stated that he hopes to have cost information from our engineer by next week for the casing underneath Rollins Road. This would help us pump out water from the pond on a daily basis if necessary as rains come. The pump would be located on our side of the road and be placed on a

temporary wooden platform not more than twenty feet from Rollins Road. This is the least expensive way to go right now. As grants become available, especially with the stimulus package, we hope to receive funds to do some projects. We have completed several applications in the last couple weeks for our water main expansion project, road improvements, lift station and other requests.

**NEW BUSINESS**

Easter Breakfast and Egg Hunt

Mayor Lumpkins reminded everyone that the Easter breakfast and egg hunt is April 5, 2009.

**MOTION**

A motion was made by Trustee Meeks, Seconded by Trustee Germann and unanimously passed to adjourn.

**ADJOURNMENT: 7:15 P.M.**

Respectfully Submitted,

Susan A. Mahoney  
Village Clerk