

MINUTES OF THE REGULAR MEETING OF THE FINANCE COMMITTEE OF THE VILLAGE OF METTAWA, ILLINOIS, HELD AT THE HOUR OF 6:00 P.M. ON JULY 16, 2024 AT THE HILTON GARDEN INN IN THE MAPLE ROOM

A. CALL TO ORDER

Chairman Maier called the meeting to order at 6:00 p.m.

B. ROLL CALL

Upon a call of the roll, the following were:

Present: Chairman Maier and Trustees Smolic and Towne

Absent: None

Chairman Maier declared a quorum.

In Attendance: Village Clerk, Sandy Gallo; Village Administrator, Mandi Florip; Trustees Armstrong and Clark; Sikich Representative, Brian LeFevre; Village Treasurer Amy Weiland

C. APPROVAL OF THE REGULAR MEETING MINUTES OF JUNE

Chairman Maier requested a motion to approve the June 18, 2024 meeting minutes. It was moved by Trustee Towne and seconded by Trustee Smolic that the minutes be approved and be placed on file. The motion was carried.

D. REVIEW OF INVOICES PRESENTED FOR PAYMENT

Trustee Smolic indicated he reviewed the James Anderson Company invoice and found the hours reported for overseeing projects could be reduced. The contractors that the Committee have identified as trustworthy to complete projects, do not need to be monitored by the Village Engineer. Village Administrator Florip will discuss reducing monitoring hours with Village Engineer Scott Anderson. Trustee Clark indicated the Committees will need to continue to approve the number of hours the village engineers oversee on each project. An hourly threshold is required for each project to ensure billable hours are approved.

Trustee Towne asked what was the resident turnout for the shredding event. Trustee Armstrong replied the anticipated resident count did not occur. Trustee Armstrong added the weather on Saturday was extremely hot and some residents may have chosen not to participate due to the heat. The final count of participating residents was 15. Trustee Armstrong added Paper Tiger also recycles electronics, something to consider for the next event. Chairman Maier asked if this event should occur next year. Village Administrator Florip replied this type of event should be considered every other year.

Trustee Towne mentioned the village has replaced a number of turtle crossing signs this year. Trustee Towne added the Committee should consider purchasing a permanent sign instead. Village Clerk Gallo indicated this sign was for the west side of Old School Road a new location. However, permanent signs can be considered for next year's budget.

Trustee Towne asked if the records management expense was part of the scanning project. Village Administrator Florip replied yes. Chairman Maier asked how many years have been scanned thus far. Village Administrator Florip indicated half of the years have been scanned.

Chairman Maier added this month payments include a Wintrust payment.

Chairman Maier indicated this month's bill amount to be approved is \$360,378.04.

E. REVIEW THE TREASURERS REPORT ENDING JUNE 30, 2024

Sikich Representative, Brian LeFevre presented the June Treasurers Report. Mr. LeFevre indicated Funds on Deposit are doing well, interest rates continue to be high. Investment Income is doing well. This month's expense of Building Services is higher from last year. Trustee Smolic asked how much permit revenue has been received thus far. Mr. LeFevre was uncertain where the permit revenue was being captured. Village Administrator Florip said she will investigate where the permit revenue is being reflected. Chairman Maier asked for a six-month breakdown of building services permit expenses and revenue from Village Administrator Florip.

F. DISCUSS THE FY2023-2024 AUDIT

Mr. LeFevre indicated the audit field work will commence later in July. Village Administrator Florip indicated she would like confirmation if the Sikich accounting team will be adding the necessary documents into the portal or if they needed her to submit. Mr. LeFevre replied he would follow-up on how audit requirements are being submitted.

G. UPDATE ON THE 2024 TAX REBATE PROGRAM

Chairman Maier stated the tax rebate applications were mailed out to all the residents. Village Clerk Gallo added this tax rebate program will have 161 qualifying residents.

H. ANY OTHER ITEMS THAT MAY APPEAR TO THE COMMITTEE FOR CONSIDERATION, AND IF APPROVED, BE RECOMMENDED FOR APPROVAL TO THE BOARD OF TRUSTEES

I. ADJOURNMENT

With no further business to conduct, it was moved by Trustee Towne and seconded by Trustee Smolic that the meeting be adjourned at 6:32 p.m.

Sandy Gallo, Village Clerk