

**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 OCTOBER 15, 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; Village Treasurer, Amy Weiland, Trustees Armstrong and Clark

Presentation: Resident, Walter Kotaba

**C. APPROVAL OF THE REGULAR MEETING MINUTES OF SEPTEMBER**

Chairman Maier requested a motion to approve the September 17, 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**

Village Administrator Florip indicated the James Anderson invoice is being reduced by \$256. The new amount is \$25,092.95. This reduction is an overage to the approved amount for the Old School drainage project.

Chairman Maier indicated the new month's bill amount to be approved is \$323,990.95.

**E. REVIEW THE TREASURERS REPORT ENDING September 30, 2024**

Chairman Maier presented the Treasurers' Report for this month. The Funds on Deposit page for the Northern Trust account reflects a balance amount of \$1.43M. This balance will be moved into the Illinois Funds account. As a result, the interest rate will go from .05% to 5.121%. In the General Fund page, building permits revenue was \$116,260 this month.

**F. UPDATE OF THE 2024 TAX REBATE PROGRAM**

Resident, Walter Kotaba from 1 Kotaba Drive was in attendance. Chairman Maier indicated Mr. Kotaba is in attendance to request approval of his late submission of his application. Mr. Kotaba indicated he experienced a bad leg injury on July 1<sup>st</sup>. As a result, he was not able to fly back from Poland as he had to elevate his leg and the return flight home was 10-12 hours. Mr. Kotaba indicated his injury impacted his submission and he is requesting for an exception to the deadline. Chairman Maier stated the accident occurred in July, and asked if he made any effort in contacting anyone in the village regarding his circumstances. Village Clerk Gallo asked Mr. Kotaba to confirm his current email address. The village email address on file was validated. Village Clerk Gallo indicated the software the Village uses to send the weekly emails is Constant Contact. This software allows her to see who opens emails and provides a time stamp. Mr. Kotaba opened various emails in August,

September and October prior to the rebate deadline. Trustee Smolic indicated the village communicated this program for 12-weeks about the rebate with its deadline approaching. Trustee Smolic added several residents missed the deadline. Trustee Smolic stated he did not communicate with the village about this matter. Village Treasurer Weiland indicated last year, she worked with you Mr. Kotaba as the deadline was approached to complete his application. As a result, she knows he has her contact information and he has not called or emailed this year. Chairman Maier indicated the village needs to follow the fiscal state law ordinance stipulations that set as a government. The Finance Committee has rules and regulations that we need to follow that are stated in the approved ordinance. There may be other residents who also missed the deadline due to health or other major issues. Chairman Maier indicated the Finance Committee is sympathetic of his unfortunate health injury but we need to operate within the parameters of the ordinance. Trustee Towne stated the village has many rules and regulations that need to follow and suggested that he be more vigilant next year to make sure he meets the deadline. Chairman Maier said if the Committee does not hold to the deadline, we break the ordinance and government regulations. Village Treasurer Weiland asked Mr. Kotaba to email her next year at the start of the program and she will work with him to complete his application.

Chairman Maier asked for a consensus of Mr. Kotaba's request to approve his late submission of his tax rebate application. The Committee's consensus was to deny Mr. Kotaba's request.

Village Treasurer Weiland indicated 159 residents qualified, 12 residents did not submit. This year 147 residents submitted and were approved.

**G. UPDATE OF THE SPECIAL SERVICE AREAS ADJUSTMENTS**

Chairman Maier stated last month we discussed increasing the SSAs whose expenditures were exceeding their reserve collection by the maximum allowed rate of 5%. A spreadsheet of the SSAs reserve and expenditures was provided to the Committee. Trustee Towne indicated a HOA should be formed at Riverside Preserve if more than 50% of the lots have been sold. Riverside Preserve subdivision covenants will be reviewed to determine when an HOA should be formed. Village Administrator Florip indicated she met with David Young and they would like to increase their SSA to continue to grow their reserve to plan for their road. Deerpath Farm residents will need to approve a larger increase of 5% for an SSA. The Committee approved SSA# 9,7,5,4 and 3 to be increased by 5%. This increase will be brought to the Committee next month.

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

**K. ADJOURNMENT**

With no further business to conduct, it was moved by Trustee Smolic and seconded by Trustee Towne that the meeting be adjourned at 6:44 p.m.

Sandy Gallo, Village Clerk