

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 MAY 17, 2022 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 Armstrong and Towne

Absent: None

Chairman Maier declared a quorum.

Also, on the call: Village Clerk, Sandy Gallo; Village Administrator, Mandi Florip; Village Treasurer, Amy Weiland; Trustees Clark and Pink

C. APPROVAL OF THE REGULAR MEETING MINUTES OF APRIL

Chairman Maier requested a motion to approve the April 19, 2022 meeting minutes. It was moved by Trustee Towne and seconded by Trustee Armstrong that the minutes be approved and be placed on file. The motion was carried.

D. REVIEW OF INVOICES PRESENTED FOR PAYMENT

Chairman Maier indicated the Lakes Disposal invoice was received late and the final amount to be paid has changed. An updated invoice summary was provided to the Finance Committee at the meeting. The largest invoice amount this month is the Whitelodging hotel tax sharing for Hilton Garden Inn and Residence Inn in the amount of \$100,224.72. Village Clerk Gallo reported two vendors have notified the Village of a price increase. The LifeStorage Facility will be increasing the monthly storage room cost from \$255 to \$280 effective May 1st. USIC will also be increasing their pricing by 7.5% effective May 1st. Trustee Armstrong asked if Lakes Disposal company will continue to service Mettawa. Chairman Maier replied in the Board packet an assignment agreement for the new management company LakeShore Recycling Systems will be discussed. Village Administrator Florip added Lakes Disposal was purchased by LakeShore Recycling Systems. They have already serviced Mettawa as of last Friday and issues were reported. Today the Board will discuss the consent to assignment contract which will allow the village a to cancel with LakeShore Recycling Systems with a 6-month notice, if we are not satisfied with their service.

Village Administrator Florip added a special detail contract will also be discussed at the Board meeting for a 3-week traffic enforcement on Old School Road.

Village Clerk Gallo added the James Anderson Company invoice section under Engineering Services are all being charged to Administration department 600 as all the budget is under this department. However, the James Anderson Company invoice does breakdown the department expenditures. Trustee Pink stated she would like the James Anderson Company invoice to be broken down further.

Chairman Maier stated the amount for bills to be paid is \$ 191,046.06.

E. REVIEW THE PROFIT AND LOSS STATEMENT

The Committee had no questions on the profit and loss statement.

F. UPDATE ON SIKICH LLP ACCOUNTING SERVICES

Chairman Maier stated a meeting was held with Sikich regarding their progress with the accounting services. They have received all of the bank statements through April.

Chairman Maier added a preliminary meeting was also held with Sikich regarding the audit. The accounting changes and dates were discussed with the auditors.

G. DISCUSS 2022 TAX REBATE PROGRAM AND SCHEDULE

Village Treasurer Weiland indicated the tax rebate submission application will be required to be completed online, printed for notarization and a signature by the resident. Village Treasurer Weiland added residents need to be held accountable to complete their application and she does not want to chase them around to complete their form on time. Village Clerk Gallo added she will be mailing the tax rebate guidelines to the residents early July and any residents having an outstanding balance due to the Village will receive an additional letter. Trustee Armstrong asked if there was a limited period of when a resident can deposit their check. Chairman Maier replied banks do have a limitation and it all depends on their terms; most are 90 days. Chairman Maier added we can notify the resident that they have not cashed their check within 120 days. The Village can then follow thru by sending the details of the tax rebate check amount to Illinois Treasurer. The residents would then need to go online to Cash Dash on the Illinois Treasurer website to obtain their unclaimed check. Chairman Maier indicated he is going to have a meeting with the bank to discuss Grainger's loan details, he will also discuss the stop-payment rates. Trustee Maier added any outstanding tax rebate checks after the Finance Committee in April 2023 meeting would be sent to the Illinois Treasurer Cash Dash.

H. DISCUSS AN AMENDMENT TO THE TAX REBATE ORDINANCE REGARDING RESIDENT PERMITS

Chairman Maier indicated the tax rebate ordinance has a new change on page 4. All outstanding balances due to the Village will need to be paid prior to November 1st. Village Treasurer Weiland stated this ordinance change is holding the resident with homestead status accountable to close any outstanding permits but what recourse is being applied to those that are not homestead. The Village needs to be consistent with all the residents. Village Clerk Gallo added all of the residents who have been issued a permit will be contacted to complete their project accordingly. Trustee Towne added the Board will need to hold firm that the residents complete and closeout their permits in order to qualify for a tax rebate. Chairman Maier indicated the ordinance change is indicating any permit that is older than two years or more will need to be completed and closed out. The two-years or more period starts when the resident has been issued by email their building permit certificate from James Anderson Company. The Finance Committee will have the ability to approve a resident who has an outstanding permit if good cause is proven. Chairman Maier added any resident who has an

outstanding balance or open permit will need to adhere to the November 1st deadline too. The committee agreed on the ordinance changes being proposed to the Board.

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

J. ADJOURNMENT

With no further business to conduct, it was moved by Trustee Armstrong and seconded by Trustee Towne that the meeting be adjourned at 6:45 p.m.

Sandy Gallo, Village Clerk