

**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 17, 2023 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 SEPTEMBER**

Chairman Maier requested a motion to approve the September 19, 2023 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 asked if the B&F Construction inspection invoices were an additional charge from the James Anderson Company monthly invoice. Chairman Maier replied yes. Trustee Smolic asked if the permits reimbursable amount is the same as what the village charges. Chairman Maier replied not all charges are reimbursable. Village Administrator Florip stated the B&F Construction inspections are not checks James Anderson performs, these efforts are not duplicated. Trustee Towne commented the village should not be sharing the permits costs with James Anderson. The James Anderson Company contract is due to be renewed in January 2024 and the cost sharing will be reviewed along with the monthly lump sum amount. Chairman Maier added a factor for next year's contract is to discuss on how the issuance of commercial permits should be handled versus residential permits. Village Administrator Florip added a smaller group should begin discussing this contract for the upcoming renewal terms.

Trustee Smolic indicated he utilized ILM for buckthorn removal. Trustee Smolic asked if they would consider ILM given Eubanks Environmental's cost. Trustee Clark indicated the Oak Hill Lane vacant lot had never been cleared of buckthorn before. The benefit of using Eubanks Environmental results in them removing the buckthorn by hand and not machinery. Trustee Towne agreed this lot had not been treated nor cleared and it is a very large parcel.

Trustee Smolic asked what Pizzo & Associates Inc monthly invoices included. Trustee Clark replied they maintain Whippoorwill Park and MacLean Preserve at Oasis Park's pollinator gardens, treat weeds, and remove buckthorn. This agreement will be ending next year.

Chairman Maier indicated an invoice was received from Bob Haraden for his broken blade. Trustee Towne added the Board provided their consensus to mow the area prior to him viewing the site. Chairman Maier indicated his concern of approving the cost to repair a tractor part could set a

precedent for other hired contractors to submit requests for broken equipment. Treasurer Weiland suggested the village reduce the acreage cost from \$50 to \$35, to allow the farmer to recover funds for equipment repair. Chairman Maier indicated the first-year amount will be reduced, the second two years will remain at \$50 per acre. Chairman Maier indicated the first-year per acre will be set at \$35.

Chairman Maier stated the amount for bills to be paid is \$148,204.06

**E. REVIEW THE TREASURERS REPORT ENDING SEPTEMBER 30, 2023**

Sikich representative, Brian LeFevre provided the summary for the August Treasurers Report. Mr. LeFevre indicated Funds on Deposit reflect a closing amount for September of \$15 million. In the General Fund Revenues are trending well. General Fund Expenditures from last year compared to this year are on target. Everything is showing well within budget.

**F. UPDATE OF THE 2023 TAX REBATE PROGRAM**

Village Treasurer Amy Weiland indicated 147 residents qualified. The final number of applications received and approved was 140. The outstanding residents did not submit. Trustee Smolic asked when the Committee will discuss the next rebate payment amount. Village Administrator Florip indicated the budget planning will commence in February. During this period, the final amount can be determined. Chairman Maier added the amount is considered while being fiscally responsible.

Mr. LeFevre stated the village can rationalize their reasoning on maintaining the amount they do in the revenue on deposit category when a spreadsheet with 3-5 years is maintained of capital projects with estimates. Trustee Smolic said road resurfacing projects are going to be planned for the upcoming years as new cost estimates have been received by the Village Engineer.

**G. UPDATE ON THE COLLECTION FOR OASIS BUSINESS CENTER EXPENSES**

Chairman Maier indicated the SSA#4 can not be charged any additional expenses the village incurs.

**H. REVIEW OF WOODLAND FALLS SSA#2 FINAL ADMINISTRATOR EXPENSES**

Chairman Maier stated SSA#2 was closed in 2019. As a result, an amount of \$1,415 was kept to pay any legal fees that were going to be obtained for administration for closing the SSA. The allotted amount has been reached. A balance of \$258 will be reclassified to legal expenses.

**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 Smolic and seconded by Chairman Maier that the meeting be adjourned at 6:40 p.m.

Sandy Gallo, Village Clerk