

**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 NOVEMBER 19, 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; Sikich Representative, Laura Babula

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

Chairman Maier requested a motion to approve the October 15, 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**

This month includes three building permit reimbursements. Trustee Smolic asked what portion of the James Anderson Company invoice was related to the Bob Price fence violation. Village Administrator Florip indicated \$2,200 charges are related to Mr. Price. Village Clerk Gallo indicated the Patriot Pavement project will be capitalized. In addition, this invoice will be applied against the \$36,000 Rebuild Illinois Funds received. The Rebuild Illinois Funds required to consumed by June 2025.

Chairman Maier indicated the new month's bill amount to be approved is \$309,148.21.

**E. REVIEW THE TREASURERS REPORT ENDING OCTOBER 31, 2024**

Sikich Representative, Laura Babula provided the October Treasurer's Report. Ms. Babula indicated the Funds on Deposit increased by \$250K for the month. Trustee Maier reported he closed out the Northern Trust Bank account and will be moving the balance into the Illinois Funds Acct 5219. The account transfer will be reflected in November. Ms. Babula indicated revenue is higher this month by \$225K due to the Sales Tax Other area. The expenses are reflecting on target for this month.

**F. FINALIZED 2024 TAX REBATE PROGRAM RESIDENTS**

Chairman Maier indicated Resident Walter Kotaba will be attending today's Board meeting. Mr. Kotaba will be appealing to the Board their consideration of his late tax rebate application due to his leg injury in Poland. Trustee Maier added the Finance Committee does not need to take any action this month. During our October Committee meeting, a consensus was taken and a denial was recorded for Mr. Kotaba's appeal.

Village Treasurer Weiland indicated 147 residents were approved for this program. Of the 159 who qualified, 12 residents did not submit. A few did not submit on time and others changed their homestead status. Village Treasurer Weiland stated she would like to make a few changes for next year, one being that resident's mail their letter through priority status. This will allow them to track their application. Village Clerk Gallo proposed exploring a software to allow residents to see if their application has been received, and then once the Village Treasurer Weiland has reviewed their application and approved it. The goal of the software is to reduce email and phone calls being made to the Village Treasurer.

**G. RECOMMENDATION TO APPROVE AN ORDINANCE FOR THE VILLAGE BUDGET AMENDMENT FOR FY2024-2025**

Chairman Maier stated the budget is being amended for 2024-2025 as the following Special Service Areas are being increased by 5%; # 3, Woodland Falls, #4 Oasis Sewer Maintenance, #5 Oasis Frontage Road, SSA#7 Riverside Preserve Improvements and SSA#9 Deerpath Farm. Trustee Towne asked what the subdivision covenants indicated for the Riverside Preserve to be able to form an HOA including the percentage of lots sold. Village Administrator Florip replied the agreement indicates 90% must be sold or 20 years must pass since the creation of the subdivision covenants. For 20 years have been reached, Village Administrator Florip will draft a letter to Walter Kotaba regarding forming a HOA.

Village Administrator Florip added she spoke with David Young regarding Deerpath Farm's SSA amount. Mr. Young indicated he would like to maintain the increase at 5%. No additional SSA amount will be needed for the road at this time.

**H. RECOMMENDATION TO APPROVE A RESOLUTION TO DETERMINE THE AMOUNT OF THE TAX LEVY FOR 2024 TAX YEAR**

Chairman Maier stated this resolution is approving the amount of \$135,000. This amount has been unchanged for 27 years.

**I. RECOMMENDATION TO APPROVE THE 2024-2025 INSURANCE POLICY WITH ICMRT (PRESENTED BY MGA INSURERS, INC) IN AN AMOUNT NOT TO EXCEED \$17,301**

Chairman Maier stated this year's amount increased by \$894. Village Administrator Florip added the insurance policy will need to be approved this month to comply to the terms. However, the Village Attorney Rhodes is reviewing who is covered under the policy. The policy indicates employees and not independent contractors are covered. As a result, a meeting will be held with the insurance company to discuss this matter and others. A balance owed may result after the coverage is further discussed with ICMRT.

**J. 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 Towne and seconded by Trustee Smolic that the meeting be adjourned at 6:30 p.m.

Sandy Gallo, Village Clerk