

**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 AUGUST 19, 2025 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 Smolic

Absent: None

Chairman Maier declared a quorum.

In Attendance: Village Clerk, Sandy Gallo; Village Administrator, Mandi Florip; Trustee Clark; Sikich Representative, Laura Babula; Village Treasurer Amy Weiland-Bobrow

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

Chairman Maier requested a motion to approve the July 15, 2025 meeting minutes. It was moved by Trustee Smolic 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 inquired on the remaining sessions from the Clark Environmental contract. Village Clerk Gallo replied two additional treatments. Chairman Maier added the Lake County Collector cost of \$94K will be reimbursed once they classification of exempt property is processed by Lake County. Chairman Maier questioned what sanitary service is being provided from Flow-Technics. Village Clerk Gallo added last year the Oasis Business lift station was experiencing some pump malfunction. those pipes were replaced. Member Smolic asked what code violations are being reviewed for the \$6,730. The projects varied between three residents. Chaiman Maier asked if any of these expenses were reimbursable. Village Administrator Florip replied yes, any cases that reach the ZPA, those expenses are collected afterwards.

Chairman Maier indicated this month's bill amount to be approved is \$267,103.38.

**E. REVIEW THE TREASURERS REPORT ENDING JULY 31, 2025**

Sikich Representative, Brian Lefevre stated the village's interest rate continue be steady at 4.433%. This month the closing funds on deposit reflect \$17.7 million dollars. This report reflects the initial three months of the fiscal year. In the General Fund account the Sales Tax Other is higher by \$170K from last year. Expenses are lower this month. Member Smolic asked if the Sales Tax groups businesses could be itemized. Chairman Maier replied no, the village would need to be granted permission to disclose revenue by business.

**F. UPDATE ON THE FY2024-2025 AUDIT**

Village Administrator Florip stated the audit is moving along well. The Board and Management's Discussion and Analysis drafts have been received. The audit is on target to present in September.

Chairman Maier stated an issue was discovered during their audit review, but it has since been resolved. The village should be receiving a clean audit outcome.

**G. UPDATE OF THE 2025 TAX REBATE PROGRAM**

Village Treasurer Weiland indicated she has received 67 applications and they have all been approved. Currently there are 3 pending some additional paperwork but will be approved once received. Village Treasurer Weiland commented this tax rebate season has been going extremely smooth this year. Village Treasurer Weiland indicated the post office is not processing the mail in a timely manner. The concern is receiving the applications after the November deadline, despite being postmarked October 3<sup>rd</sup>, checks are printed a month after finalizing the count. Village Treasurer Weiland indicated she would like to hold a Saturday, September 27<sup>th</sup> 2-hour session to allow residents who have submitted their application but it has not been received. Village Administrator Florip indicated we should not announce the Saturday date until after the picnic.

Chairman Maier added last month the auditor during their review discovered one resident had received two rebate checks. They received a letter and copies of their cashed checks. They have since reimbursed the village for the overage.

**H. REVIEW OF THE FIRST QUARTER REVENUE**

Chairman Maier discussed the quarter revenue amounts spreadsheet. Member Smolic said the Committee will need to further discuss the James Anderson Company contract given the permit revenue shows a reduction. Village Administrator Florip indicated the village is not going to impose a municipal Sales Tax. Mettawa does not rely on state grants either.

Member Smolic provided a 10-year snapshot of the revenue and expenses spreadsheet. With the current trend of expenses and revenue, the village will have \$10M at the end of the 10-year period. Member Smolic remarked the Committee could explore programs to support the residents such as buckthorn removal or trees to be planted. Village Administrator Florip said she will follow-up with the Village Attorney on how resident monetary programs will be handled. Chairman Maier asked how will the village commercial sector be handled with any programs we offer residents.

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

Village Administrator Florip remarked that she received an email from a resident inquiring if the Village Board assessed all matters prior to increasing the tax rebate amount. Chairman Maier was also included in this inquiry. He responded by confirming that a full review of revenue and expenses for the fiscal year had been conducted before the decision to increase the rebate amount was determined.

**J. ADJOURNMENT**

With no further business to conduct, it was moved by Trustee Smolic and seconded by Trustee Armstrong that the meeting be adjourned at 6:48 p.m.

Sandy Gallo, Village Clerk