



Finance Committee
Tuesday, August 18, 2020 - 5:00 PM
MINUTES

1. Call to Order

Benjamin Lee called the virtual Finance Committee meeting for August 18, 2020 to order at 5:03pm

Members Present - Ben Lee, Chip Dutcher, Cheryl Robertson
Absent - None

Staff present - Jim Lenner, Dana Steffan, Bailey Klimchak, Jack Liggett, Chief Haroon, Marvin Block, Teresa Monroe.

Public present - None

2. Action on Minutes

a. July 21, 2020

ACTION: Chip Dutcher moved to Approve; Cheryl Robertson seconded and all were in favor.

AYES: Benjamin Lee, Chip Dutcher, Cheryl Robertson

NOES: None

ABSTAIN: None

Passed 3 - 0

3. Finance Director Report

a. Finance 8-18-20

Finance Director Dana Steffan provided her Director Report in the packet; in review she noted not much has changed since last month with regard to the sources of taxes and amount collected; as of August (not seen in this report) starting to see the income tax come up. The Audit is not yet approved by the Auditor of State. Mr. Lee noted the last two months the village has not received disbursement for the Permissive Motor License Fund; Dana will continue to follow up.

4. Bank to Book Reconciliation

a. 8-18-20

Some discussion on a couple outstanding checks; review of water refund processes.

5. Updated Estimated Available Funds View (Dec 2019 Budget View vs. Covid-19 Est. Budget View)

Finance Director sent report to Committee Members

Because the decision was made not to move forward with the Hannahs Park restroom at this time, there was discussion on moving a portion of the \$60,000 in CIP to other items needed.

6. CAD Funding

a. CAD Project

Chief Haroon reviewed his report providing an overview on CAD Project 2020 and uniform estimates. Report detailed "money in" (CARES Act funds, body camera funds, surplus from staffing shortage, grant for body armor) versus "money out" (CAD, dispatch upgrades, uniform needs); conclusion was a shortage of approximately \$9,303.00 for what is needed. Committee in agreement that the shortage would be covered, discussion to continue on where it would come from.

7. Parks Committee Finance Items

a. Shelter House Grants

Two Grants were received to cover the \$40,000.00 cost of constructing a shelter house at the Trailhead Park; \$30,000 from Operation Roundup (to be received over three years in increments of \$10,000 each) and \$10,000 from the Mary E. Babcock Foundation. Bailey Klimchak said her and Jack Liggett have already begun the process for the shelter house construction; when the last two \$10,000 grant increments are paid, the village would pay itself back. Mr. Lee asked how the village planned to pay the additional \$20,000 that it would get over the next two years. Mr. Liggett said they were planning to use the money for the Hannahs Park restroom since that was defined as rec center money.

b. Parks and Recreation maintenance funds

The Park and Rec Committee also requested \$15,000 for cleanup of brush and trees at the Trailhead Park.

ACTION: Benjamin Lee moved to reallocate the \$60,000 toward Hannahs Park restroom as follows: \$10,000 to back-fill Police Department needs relative to CAD and uniforms, \$20,000 toward the shelter house construction with the expectation that the next two years \$10,000 per year grant money would be back-filled into CIP, and that \$15,000 goes to the park for Trailhead cleanup, so \$45,000 expended and \$15,000 left over as balance. Cheryl Robertson seconded and all were in favor.

AYES: Benjamin Lee, Cheryl Robertson

NOES: None

ABSTAIN: None

Passed 2 - 0

8. Delinquent Water Accounts - August Trend Review

Data is a bit convoluted at this point in time due to today being shutoffs, all residents in jeopardy of shutoff were contacted prior, those with hardship are able to make a plan for repayment.

9. Other Business

1. Finance Director has sent the 2021 Budget timeline to Council members; Special Council/Finance Committee/Safety & Service Committee meeting called for October 6, 2020 at 5:00 pm.
2. Committee reviewed legislation on tonight's Council agenda.
3. Mr. Lenner updated that as of last month, New Day has met their committed gallons for wastewater for the entire year, approximately seven months, the contract has been adhered to. Bids open for the water line on Thursday.

10. Adjourn

ACTION: Cheryl Robertson moved to Adjourn; Benjamin Lee seconded and all were in favor.

AYES: 2

NOES: None

ABSTAIN: None

Motion to adjourn passed 2 - 0

Meeting ended at 5:47 pm