



Finance Committee
Tuesday, September 15, 2020 - 5:00 PM
MINUTES

1. Call to Order

Committee Chair Benjamin Lee called the Finance Committee meeting for September 15, 2020 to order at 5:25 pm (Notable audio complication delayed the start of the meeting and continued throughout)

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

Staff present - Jim Lenner, Dana Steffan, Jack Liggett, Chief Haroon, Carol Van Deest, Teresa Monroe.

Public present - None

2. Action on Minutes

a. August 18, 2020

ACTION: Benjamin Lee 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. Review Director Report - August

a. September 15, 2020

Ms. Steffan reviewed her report provided in the packet.

4. Review Bank-to-Book Reconciliation - August

Report provided to committee; nothing to call out.

5. Budget Update - COVID-19 Estimated available funds - Projection sheet

Mr. Lenner provided a Budget Tracker spreadsheet for the committee. Mayor Dutcher said he will hold spending discussion until next meeting.

6. Bonded and Borrowed Monies - Updated Project Spreadsheet (Jim)

Mr. Lenner said needed discussion for tonight is the paving program and reallocation of ten thousand dollars from the ED plan for upgrading internet connection.

2021 Road Paving Program handout provided showing four street packages:

1. E. Jersey Street
2. Paving Project (mill and fill on multiple streets)
3. Street Maintenance (crack sealing and pavement preservation etc.)
4. Project Mastodon (best guess assuming success in getting funding)

Mr. Lenner reviewed spreadsheet and cost estimates, Mr. Liggett reviewed project details of each.

Discussion of projects by committee and staff resulted in direction to continue with E. Jersey Street as the number one project and the Village Paving Project number two.

ACTION:	Chip Dutcher moved to approve these two; Cheryl Robertson seconded and all were in favor
AYES:	Dutcher, Robertson, Lee
NOES:	None
ABSTAIN:	None

3 - 0

Mr. Lenner provided spreadsheet to committee and reviewed bonded and borrowed monies. Mr. Lee said committee should start putting together scenarios of where to extend water lines now that 310 is off the table; agenda item for next meeting.

7. CARES Act Funding (Current "Spend" status / Important dates per disbursement round)

Mr. Lenner provided CARES Act Budget Tracker spreadsheet showing funds budgeted and spending plan for all three rounds. It was noted the Incubator Feasibility Study budgeted for Round 2 will be put on hold; also that Round 3 is still to be determined as it has not been voted on in the House yet. Mr. Lenner said more will need to be learned, but organizations the village sub-grants to need to ensure the funds are being used for COVID related expenses; not including revenue replacement.

- a. Round 1 - Disbursement Status (by line item)
- b. Round 2 - Total for Village
- c. Round 3 - Total Expected after House passage

8. Other Committee's Finance Line Items for review

a. Parks and Rec

Jack Liggett said the only outstanding items for the Trailhead Park are the picnic tables and grading/gravel work; he does not have prices at this time.

There is \$9,000 left over from money set aside for Trailhead cleanup and \$15,000 not transferred from the Hannahs Park restroom money for a total of \$24,000.

Mayor Dutcher moved to buy tables. Mr. Lee asked the motion be to use the \$9,000 left for grading, \$8,000 unencumbered toward grading, \$5,000 of the unencumbered toward purchase of thermoplastic machine and strips, and the balance of \$2,000 toward picnic tables for the shelter house.

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

AYES: Benjamin Lee, Chip Dutcher, Cheryl Robertson

NOES: None

ABSTAIN: None

Passed 3 - 0

b. Safety and Service

Jack Liggett said five thousand dollars will buy the thermoplastic equipment and a lot of the striping.

9. Delinquent Water Accounts - Update

Mr. Lee noted earlier discussion with staff on delinquent accounts, there are a number of people on payment plans in effort to help them catch up.

10. Other Business

11. Adjourn

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

AYES: Benjamin Lee, Chip Dutcher, Cheryl Robertson

NOES: None

ABSTAIN: None

Passed 3 - 0

The meeting ended at 6:23 p.m.