

**Finance Committee
November 16, 2020
6:00 p.m. - City Hall Council Chambers
and Via Web Ex Conference Call**

Note: Due to the increases in Covid-19 cases in our area, the City Council, Department Heads and the Public had the option to attend the meeting in person at City Hall or by remote participation through the WebEx platform.

Chairman Ptak called the meeting to order at 6:01 p.m.

ROLL CALL:

Present: Alderman Ptak, Alderman Lavieri, Alderman Jeppson, Alderman Herndon

Present Remotely- Alderman Demes

Absent: None

Others present: Alderman Reynolds, Alderman Bacidore, Deputy Clerk Brent Bader, Finance Director John Duncan, Economic Development Director Leah Inman

Others Present Remotely- City Clerk Carrie Brown, Treasurer Virginia Kochanowski

A quorum was present.

The minutes of the Finance Committee held on November 2, 2020 were unanimously approved by the Committee by voice vote after a motion from Alderman Lavieri and a second by Alderman Jeppson.

In regard to the bills, Alderman Jeppson questioned a \$23,000 payment for back payroll taxes. Finance Director Duncan reminded the committee that this is Park Board related. Between 2015 and the time when the City took control of the Park Board finances (2018), it was discovered that the payroll system the Park Board has been using did not automatically make payroll deduction payments to the IRS. The Park Board at the time was under the assumption that payments were being made. The City was made aware of this and has been in contact with the IRS. This payment is to reconcile those payments which should take care of the issue.

Alderman Lavieri also questioned \$60.00 that was described as legal fees pertaining to the possible acquisition of the old Casey's building. Alderman Lavieri said he was not aware there had been any further movement on the acquisition of that building. The payment was made to Attorney Jacob Frost who works with the city on certain property issues, but no clear answers were known as to the specifics of the charge. Lavieri said last he knew Casey's couldn't find the title which was holding the process up and Finance Director Duncan was unfamiliar with where the City currently stood in the process.

Alderman Lavieri also questioned a charge from Kittleson's Garage for \$3,000 for the leaf vac trucks. He indicated that he knew both trucks were down and wondered if this charge was for a repair on one or both trucks. Alderman Demes later indicated that it was his understanding from Superintendent Bumgarner that clutches went out on both trucks. The charge was ultimately for only one vehicle.

Brief discussion followed regarding a \$15,750 charge from Aclara. John Duncan and Deputy Clerk Bader explained that this is the system used to collect data from city residents' water meters. The charge was for a software upgrade that moved us from an on-property server to a cloud-based platform. Alderman Lavieri asked if this new software would allow individuals to check their own readings. Finance Director

Duncan stated that it would not, but it allows us to continue to monitor high reads. Brief discussion regarding the trailer park followed, as Alderman Lavieri wondered if this allows each individual trailer to have its own read. John Duncan stated that the trailer park has one meter, so if there was a high read it is still not feasible with this upgrade to pinpoint which trailer had the leak, only the park in general. Trailers are not individually metered.

The committee then briefly discussed the Redevelopment Incentive Program grant totaling \$12,500 for the Hammer's property located at 525 First Street under consideration by the City Council. The committee was in unanimous favor of approving the grant.

Finance Director Duncan said he would have a draft copy of the Tax Levy for the council to review within the next few weeks. He indicated that the levy must be approved by the last meeting in December.

The meeting was adjourned at 6:13 p.m.

A handwritten signature in cursive script, reading "Carrie Brown".

Carrie Brown, City Clerk