

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 JANUARY 18, 2022 VIA ZOOM

A. CALL TO ORDER

Chairman Maier called the meeting to order at 6:00 p.m.

The Village President has made the determination that an in-person meeting is not practical or prudent because of the COVID-19 pandemic. As the head of this public body, the Village President has the authority to act on the Governor's direction, based on the January 7, 2022, Disaster Declaration made by Governor Pritzker. The Village President has based this determination for the safety of the Village Board members and the residents.

B. ROLL CALL

Upon a call of the roll, the following were:

Present: Chairman Maier and Trustees Armstrong and Towne

Absent: None

Chairman Maier declared a quorum.

Also, on the call: Village Clerk, Sandy Gallo; Village Administrator, Mandi Florip; Village Treasurer, Amy Weiland; Trustees Bohm, Clark and Pink

C. APPROVAL OF THE MINUTES OF DECEMBER

Chairman Maier requested a motion to approve the December 21, 2021 meeting minutes. It was moved by Trustee Towne 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 asked the Committee if they had any questions regarding the December invoices listed to be paid, no questions were received. Trustee Pink indicated she had a question regarding the proposal for the rumble strip to be completed on Bradley Road. Trustee Pink asked if this project expense would be reflected under Public Works or Parks and Recreation Committee. Village Clerk indicated the proposal is not part of the December invoices to be paid but can be discussed later in the meeting.

Chairman Maier stated the amount for bills to be paid is \$125,144.36.

E. REVIEW THE PROFIT AND LOSS STATEMENT

Chairman Maier indicated the Financial Consultant candidate Don Schultz had accepted an interim role for the Village of Waukegan. As a result, he no longer was being considered a candidate for the Financial Consultant role. The Village then pursued Sikich LLP to fill the role. Within Sikich's engagement letter, they indemnify themselves from any actions performed during their fulfillment. The Village Attorney Rhodes indicated their statement was considered an issue. The Village is now pursuing resumes from GovTemps to fill the role.

Chairman Maier stated an interim report to has been provided to reflect the profit and losses balances for December's activity.

Trustee Towne indicated a contractor acting as the Financial Consultant would also be indemnified for their actions, how is Sikich statement any different. Chairman Maier replied the Village is looking for a candidate with government accounting experience. Trustee Towne stated Sikich is a reputable company with skilled accounts that would be able to support the Village. Village Administrator Florip replied the Village Attorney's concern included Sikich served two roles and this would present a conflict. Sikich replied all liability would be held at the Village's level. The Village Attorney stated the Village should have two separate contractors to perform the audit and the accounting responsibilities to have ensure checks and balances are in place. Trustee Towne indicated the Village would be better off with a firm to perform this role. Trustee Pink agreed having the same contractor for the Village's finances can be a conflict of interest. Trustee Armstrong asked how long will it take to fill this role. Chairman Maier said the candidate will need to have strong municipality experience as the Village's finances continue to grow.

Chairman Maier remarked the Village's hotel occupancy percentage is moving upward and the revenue received thus far is reflecting the increase.

F. REVIEW STATUS OF OUTSTANDING TAX REBATE CHECKS

Village Treasurer Weiland indicated three rebate checks are still outstanding. Ms. Weiland emailed all three residents inquiring about receiving their checks. One resident has already replied and deposited their check. Chairman Maier indicated if the two remaining residents need a new check, they can be reissued.

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

Trustee Towne commented with interest rates projecting to be increased, this action will impact our Balance Sheet. Chairman Maier replied he reviewed the Illinois fund account the Village has and a few hundred dollars of interest thus far is reflected.

H. ADJOURNMENT

With no further business to conduct, it was moved by Trustee Armstrong and seconded by Trustee Towne that the meeting be adjourned at 6:31 p.m.

Sandy Gallo, Village Clerk