

**MINUTES OF THE FINANCE MEETING OF THE VILLAGE OF
METTAWA, ILLINOIS, HELD AT THE HOUR OF 6:30 P.M. ON
FEBRUARY 21, 2017 IN THE MAPLE ROOM OF THE HILTON GARDEN
HOTEL, 26225 N. RIVERWOODS BOULEVARD, METTAWA, ILLINOIS**

A. CALL TO ORDER

Trustee Maier called the meeting to order at 6:30 p.m.

B. ROLL CALL

Upon a call of the roll, the following were:

Present: Trustees Maier and Brennan and Towne

Absent: None

Trustee Maier declared a quorum present.

Also present: Mayor Casey Urlacher; Financial Consultant Dorothy O'Mary; Village Treasurer Pam Fantus; Trustees Denis Bohm and Jan Pink and Village Clerk Sandy Gallo.

C. APPROVAL OF THE MINUTES

Chairman Maier requested a motion to approve the January meeting minutes. It was moved by Trustee Brennan and seconded by Trustee Towne that the minutes from January 17, 2017 meeting be approved. The motion was carried.

D. APPROVAL OF INVOICES PRESENTED FOR PAYMENT

Chairman Maier reported the total new amount for payment is \$120,335.65. Five additional invoices and a credit amount are being added to the January Treasurer's Summary Report. The new additions are B&F for \$200, LaLuzerne & Smith legal service in the amount of \$437.50, CNA bond insurance for \$100.00, Com Ed (SSA#4) for \$148.43, SSG support services for \$160.00 and a credit from Forest Builders in the amount of \$200.00.

E. REVIEW OF THE TREASURER'S REPORT FOR JANUARY 2017

Village Treasurer Fantus said the report does not reflect interest for December. The Village did receive interest for the month; however, the statements have not been received.

Financial Consultant O'Mary said there are 4 rebate checks which have not been cashed to date. Village Treasurer Fantus will follow-up with the 4 residents to confirm they have received the check. Chairman Maier asked Financial Consultant O'Mary after reconciling the February bank statement to also follow-up with the 4 residents regarding the expiration of the rebate check.

F. REVIEW OF VENDOR PAYMENTS REPORTING

Chairman Maier said the IRS has a ruling that municipalities are required to issue 1099 to outside vendors that exceed \$600. The Village has about two dozen vendors that will need to receive 1099s. Financial Consultant O'Mary will issue 1099s in the next week.

Administrator Irvin asked if the recipients of the tax rebate require 1099. Chairman Maier said he spoke with the Village Attorney and confirmed the residents who received a tax rebate check will not be issued a 1099. 1099s are issued to tradesman and vendors who have listed an exemption on their W9 form.

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

M. ADJOURNMENT

With no further business to conduct, it was moved by Trustee Brennan and seconded by Trustee Towne that the meeting be adjourned at 6:46 p.m.

Sandy Gallo, Village Clerk