

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 JUNE 21, 2022 AT THE HILTON GARDEN INN IN THE MAPLE ROOM

A. CALL TO ORDER

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

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.

In Attendance: Village Clerk, Sandy Gallo; Village Administrator, Mandi Florip; Village Trustees Clark and Pink

C. APPROVAL OF THE REGULAR MEETING MINUTES OF MAY

Chairman Maier requested a motion to approve the May 17, 2022 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

Trustee Pink asked for the invoice amount on the Forest Builders cold patch work completed. Village Clerk Gallo remarked the cold patch invoice was received in the amount of \$2,162.08 but only the approved amount of \$2,000 will be paid. Trustee Pink asked about the Dunlap Tree Experts invoice in the amount of \$4,600. Village Clerk Gallo replied that invoice included the monthly mowing and mowing of two village lots, along with the building of picnic table and waste bin.

Chairman Maier stated the amount for bills to be paid is \$ 104,570.77

E. REVIEW THE PROFIT AND LOSS STATEMENT

The Committee had no questions on the profit and loss statement.

F. UPDATE ON SIKICH LLP ACCOUNTING SERVICES

Chairman Maier stated Sikich is moving along in their accounting services. They are reconciling the village's accounts with closing the fiscal year-end. Chairman Maier asked if any of the Trustees received their letter from Sikich regarding fraud awareness. This letter will need to be submitted in a timely manner as an audit requirement. Village Administrator Florip added Sikich's accounting representative, Laura Babula will be attending next month's meeting.

G. REVIEW AND RECOMMENDATION OF THE AMENDED BUDGET ORDINANCE

Chairman Maier indicated this ordinance will be presented next month. The year-to-date amounts will need to be modified prior to being approved.

H. REVIEW AND RECOMMENDATION OF THE TAX REBATE ORDINANCE

Chairman Maier stated the Committee members received a copy of the tax rebate ordinance being presented today. The amount being approved at the Board meeting is the last same as last year, \$750,000.

Treasurer Weiland stated she was provided a copy of the letter to be sent to the residents. She will review the details. Village Clerk Gallo indicated the tax rebate application has been posted onto the village website. The tax rebate letter will be sent to the residents early July with instructions on how to fill out the application. This year we are continuing to ask residents to fill-in their application fields electronically prior to printing it. Village Clerk Gallo indicated 146 residents qualify for the 2020 tax year program. Treasurer Weiland added residents should be held responsible in submitting their application by October 1st and not be chased to submit on time. The Committee agreed as the program draws near October 1st, a decision will be made on how to address the last qualifiers.

Trustee Clark asked if a listing was available of those residents who qualify but have a violation or a fine owed. Village Clerk Gallo replied I have requested that information from James Anderson. Trustee Armstrong asked how will those residents know they have an outstanding balance and know how to clear this matter. Village Clerk Gallo stated a separate letter will be provided to those residents making them aware of their balance and details of the amount. The resident will need to issue payment on their balance by November 1st in order to qualify for the rebate. Village Clerk Gallo said she will work identify the few residents in question for next meeting.

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

J. 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