

BUDGET & FINANCE COMMITTEE MINUTES

August 4, 2015

Chairman Peterson called the regular meeting of the Budget & Finance Committee to order at 6:30 pm.
Members present: Dale Adams, Scott Fridly, Corine Hughes, John Peterson, Jaye Quimby and Dave Winters
Staff present: Cory Magnus (6:32 pm), Jodi May and Matt Hollinger

Motion by Mr. Fridly, second by Mr. Winters, to waive the reading of and approve the minutes of July 21, 2015. All ayes. Motion approved 3-0.

PUBLIC COMMENT

None.

SPECIAL WARRANT CONSIDERATIONS

None.

RECOMMENDATION OF PAYMENT

Bills were reviewed and recommended for approval in the amount of \$150,091.43

MAYOR ADAMS

Mayor Adams questioned if the Village had received MFT funds last month. Ms. Quimby stated that she had received funds in July. Mr. Winters stated that payment was probably from June, but received in July. Mayor Adams said that he didn't think we were supposed to receive MFT funds in July or August. Ms. Quimby will double check and let Mayor Adams know. Ms. Quimby stated that there is currently \$168,000 in MFT funds. Ms. Quimby added that she normally receives between \$14,000 - \$18,000 monthly for MFT.

JAYE QUIMBY, TREASURER

Ms. Quimby stated that there is enough money to cover the bills. Ms. Quimby said that if the State of Illinois starts delaying income tax and sales tax payments then there may be a problem. Ms. Quimby stated that she heard some people saying this, but that she hasn't heard anything official. Mayor Adams said that the State of Illinois is going to pull back on MFT and video gaming. Ms. Quimby stated that the Village received \$40,000 from video gaming last year. Ms. Quimby added that the next income tax payment should be about \$57,000 and the one after that should be \$80,000.

JOHN PETERSON, CHAIRMAN

None.

DAVE WINTERS, TRUSTEE

Mr. Winters gave the Committee an update in reference to the employee handbooks. Mr. Winters, Mrs. May and Ms. Hughes had a meeting to discuss the handbooks and decided that there was going to be one book for Public Works and Administration. Mr. Winters stated that the only difference would be the clothing allowances and that they are going to pull the department heads out and give them a separate book. Mr. Winters added that they are going to "paid time off" because this is easier to tabulate. Ms. Quimby stated that this may be an issue with IMRF because she said that if an employee doesn't use their sick time they can carry that over towards IMRF benefits. Mrs. May stated that they had discussed this in the meeting and that Atty. Szeto has some experience with other municipalities that do this and has this preliminarily taken care of. Ms. Quimby asked if a portion will be paid out if an employee leaves. Mr. Winters stated that a portion can be paid out to the employee. Mrs. May stated it ends up being similar to what is already in the employee handbook.

Mr. Winters added that hopefully within the next month they will come back with the police contract. Mr. Winters said that there are a few meetings scheduled this month on the 11th and 24th to discuss the contract. Ms.

Quimby stated that she attended an accounting seminar and she spent a whole day on healthcare reform. Ms. Quimby said that she did some testing and the Village falls under 50 employees so we don't have to do certain things. Ms. Quimby added that one thing she didn't get a good answer on was that you can't have a discriminatory plan where people pay for their healthcare differently. Ms. Quimby said that the police officers are under a union contract so they can be different, but the sergeants are not under the union contract. Ms. Quimby isn't sure if the sergeants can follow the police officers as far as what they contribute to health or if they have to be like everybody else. Ms. Hughes stated that she spoke with the insurance company in reference to the insurance for the patrol officers and since they are in a union their insurance is what it is. Ms. Hughes said that the department head's insurance is part of their employment offer and employment contract and states what the employee will pay and that's okay. Ms. Hughes said the discriminatory clause comes in when you have more than one person that does the same job and you are paying different amounts for each person. Ms. Quimby said that this was not the way she understood it. She stated that the new law is changing. Mr. Fridly said that there needs to be clarification on both Ms. Quimby's and Ms. Hughes' end. Ms. Quimby and Ms. Hughes will follow up on this.

SCOTT FRIDLY, TRUSTEE

Mr. Fridly stated that he has the advised ROW permit application up for approval at the Village Board meeting on August 4, 2015. Mr. Fridly explained the changes to the application but questioned if there is any reason the Village can't take a credit or debit card as payment. Ms. Hughes stated that there are two separate charges if someone uses a credit or debit card; there is the initial payment and a convenience fee for processing that goes to Payment Services Network (PSN) and if they are willing to pay the convenience fee then it's up to the applicant requesting the ROW permit. Mr. Fridly stated that no matter what form of payment that they use for the permit, their deposit will be returned in the form of a check. Mr. Peterson asked how long a ROW permit is obtained and if there may be a problem with the check clearing before a deposit can be returned to the applicant. Mr. Fridly stated that a typical amount of time may be 2 weeks for a small project or up to 6 months for a major project so this shouldn't be an issue. Mr. Fridly stated that if someone comes back in 3 or 4 days then they will have to wait until their check clears before their deposit can be refunded. Mr. Peterson said that the deposits should go into a noninterest bearing account then. Mr. Fridly stated that this can be added to the form.

VILLAGE COLLECTOR, CORINE HUGHES

Ms. Hughes spoke with the administrative assistant from the police department and they are requesting their petty cash be increased from \$100 to \$200 because they pay a lot out of petty cash for mailings and change for tickets. Mr. Fridly said that they also have a credit card available to them for use. Ms. Quimby stated that she didn't think that \$200 was unreasonable. Motion by Mr. Winters to increase petty cash for the police department to \$200, second by Mr. Fridly. All ayes. Motion approved 3-0.

ANY OTHER BUSINESS ALLOWED BY LAW

None.

ADJOURN

Motion by Mr. Winters, second by Mr. Fridly, to adjourn at 6:52 pm.

Respectfully submitted,

Christina Stewart
Village Clerk