

BUDGET & FINANCE COMMITTEE MINUTES

July 3, 2018

Chairman Peterson called the regular meeting of the Budget & Finance Committee to order at 6:30 pm. Members present: Mayor Adams, Scott Fridly, Corine Hughes, John Peterson, Jaye Quimby and Dave Winters

Also present: Jodi May

Motion by Mr. Fridly, second by Mr. Winters, to waive the reading of and approve the minutes of June 19, 2018. All ayes. Motion approved 3-0.

PUBLIC COMMENT

None.

SPECIAL WARRANT CONSIDERATIONS

Ms. Hughes stated that she has two separate checks totaling \$1,300 to cover two bands for the Rockton River Market.

RECOMMENDATION OF PAYMENT

Bills were reviewed and recommended for approval in the amount of \$299,788.69.

MAYOR ADAMS

Mayor Adams asked Ms. Quimby several questions regarding the financial statement in reference to greenspace fees, the new Public Works building and the Wagon Wheel TIF loans.

JAYE QUIMBY, TREASURER

Ms. Quimby stated that there is payroll this week and that she hasn't received sales tax or income tax from the state yet. Ms. Quimby advised that she needs \$70,000 to cover the bills. Ms. Quimby advised that she received \$214,000 from property taxes and that she was able to pay a lot back to sewer.

JOHN PETERSON, CHAIRMAN

None.

DAVE WINTERS, TRUSTEE

None.

SCOTT FRIDLIDY, TRUSTEE

Mr. Fridly asked some questions in reference to the full-time position that Ms. Hughes acquired for the Village working in the police department and if that requires Village Board approval. Ms. Hughes stated that she took Ms. Pobjecky's position after she retired. Mr. Fridly stated that the Village took a part-time employee and made them full-time, therefore, it should go in front of the Village Board because it goes in front of the Village Board any other time a full-time employee is hired. Mrs. May commented that they were filling a position and not creating a new position when Ms. Hughes went to the police department. Mr. Fridly stated that the position that Ms. DeFilippis acquired should require Village Board approval because that was a new position that was created. Mr. Fridly verified that both Ms. Hughes and Ms. DeFilippis both receive health insurance benefits from the Village. Mr. Fridly stated that he would like Ms. DeFilippis' position placed on the next set of agendas for approval.

VILLAGE COLLECTOR, CORINE HUGHES

Ms. Hughes explained that the Village currently uses Payment Service Network (PSN) for credit card payments and automated billing. Ms. Hughes stated that there is another feature that PSN can offer that would scan payment stubs/checks and would automatically deposit those funds. Ms. Hughes said that there would be a \$.30/check fee, but it would save time on data entry and remote deposits. Ms. Hughes said that

the cost of the scanner through PSN would be \$900. Mayor Adams asked if the Village could try this for a while to see if it's something they want to permanently do. Ms. Quimby added that the savings would be Jean's time in having to manually enter data and complete remote deposits. Mr. Fridly asked if the Village eliminates the scanner it has from the bank if it eliminates any charges from them. Mr. Fridly recommended that more homework should be done before a decision is made and asked for this to be added to the next set of agendas.

ANY OTHER BUSINESS ALLOWED BY LAW

None.

ADJOURN

Motion by Mr. Winters, second by Mr. Fridly, to adjourn at 6:50 pm.

Respectfully submitted,

Christina Stewart
Village Clerk