

Finance Committee Meeting January 11, 2023

Call to order at 6:04 PM by Mayor Clark

Pledge of Allegiance

Roll Call – Heather Paisley, Nina Schroeder, Steve Thorn

Others present – Tammy Meyer, Mayor Clark, Fiscal Officer Maryann Fabian

Elect a new chairperson

- ❖ Heather made a motion to nominate Steve Thorn as chairperson. Nina Second. All ayes.

Accept minutes from the previous Finance Meeting

Steve requested that the revenue account code on the minutes be corrected to 1000-130-0124.

- ❖ Nina made a motion to approve the 12.14.2022 Finance Committee Meeting minutes as amended. Steve second. All ayes.

Financial Reports

Maryann went over the finance reports. She went over the information on how to read an Appropriation Status report. Maryann also passed out a new Bills of Resolution with two corrections on it, and needs to remove a sentence that pertained to last month on the cover page.

- ❖ Nina motioned to approve the financial reports with the new Bills of Resolution, and the sentence removed from the cover page. Heather second. All ayes.
- ❖ Nina motion to move the financial reports to Village Council. Heather second. All ayes.

Review of Finance Legislation

ORD 2023-01 AN ORDINANCE AUTHORIZING CERTAIN ADJUSTMENTS TO THE 2023 APPROPRIATIONS AND DECLARING AN EMERGENCY.

Maryann explained that \$6000 of this was for the fee that RITA charges us for collecting the police levy money. \$1200 of this adjustment is for a Police Department voice recorder that the Fire District is no longer contributing for the payments.

ORD 2023-02 AN ORDINANCE ESTABLISHING A JOB DESCRIPTION FOR THE POSITION OF PART-TIME ADMINISTRATIVE ASSISTANT TO THE VILLAGE ADMINISTRATOR AND DECLARING AN EMERGENCY.

The committee looked over the job description and thought this would suffice.

Steve asked for a motion to send both Ordinances 2023-01 and 2023-02 to Council.

- ❖ Nina made the motion. Heather second. All ayes.

Discussions

Mayor Clark brought up a few things. The Road Levy expires at the end of this year, and we need to start preparing for this to be on the ballot. She also summarized about the Raise Grant. She passed out the Village Administrator's job description, that her and Tammy had gone over.

Everyone seemed to agree the job description was fine. Mayor Clark also asked the committee to think about increasing the wages for the next mayor that is elected.

Maryann explained how the deposits for the lodge rentals will now be recorded in UAN, and how it looks on the reports.

Heather passed out information about the K-9 memorial. Safety had sent it to Finance. Finance review this information and came up with some more ideas.

Nina requested that the MOU go on next months agenda for Finance to review.

Adjournment

❖ Heather made a motion to adjourn at 7:25 PM. Nina second. All ayes.