

CITY OF WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

Approved 9/22/2016

MINUTES

FINANCE COMMITTEE

August 4, 2016 6:00 P.M.

1. Call to Order, Roll Call, and Establishment of a Quorum.

The meeting was called to order at 6:00 P.M. Roll call found Aldermen Dimas, Sheahan, Stout, Kabinski and Grodoski present. Aldermen Meissner and Chassee were absent.

Staff in attendance: City Administrator Michael Guttman, Administrative Services Department Director Linda Martin, and Assistant Administrative Services Department Director, Nikki Giles.

Also in Attendance: Matt Beran, Lauterbach & Amen, LLC

2. Approval of Minutes.

A. Finance Committee March 24, 2016.

Alderman Stout moved and Alderman Grodowski seconded a motion to approve the minutes as presented. Voting Yea: Aldermen Stout, Grodowski, Dimas, Kabinski and Sheahan. Voting Nay: 0. Motion carried.

3. Public Participation / Presentations.

A. 2015 Audit Matt Beran from the auditing firm of Lauterbach and Amen gave a brief overview and discussed highlights of the 2015 Audit. He stated that in previous years, submitted audit documents have received the Certificate of Achievement for Excellence in Financial Reporting. He felt that the current audit met standards to once again receive the award. After his summary, he opened the floor to address any questions regarding the Audit. The Committee had no questions. Alderman Dimas thanked the auditor and staff for all their hard work. Mr. Beran, in return, thanked Linda Martin and Nikki Giles for their part in the audit process.

4. Items for Consent. None.

5. Items for Discussion.

A. Intergovernmental Agreement for the Wastewater Treatment Plant. City Administrator Michael Guttman gave a brief background history of the City's relationship with the Village of Winfield regarding the sharing of costs of operation of the Wasterwater Treatment Plant (WWTP). Both municipalities have been in the process of reviewing and updating the Agreement. Although there has been agreement on several suggested changes, some items are

B. still unresolved. Mr. Guttman discussed seven major points of disagreement and suggested recommendations of change/revision for each one of these items. He further stated that after a senior manager meeting at the end August to review the recommendations, if the Committee concurred, a third party consultant would be brought in to give their recommendations. The report of recommendations would then be presented to the Finance Committee at the September meeting.

This request was deemed reasonable and direction was given to Mr. Guttman to proceed.

C. Tree Removal on Vacant Properties. City Administrator Michael Guttman stated that throughout the City there are vacant properties with dead trees that are a hazard or pose a potential hazard, but property ownership is in question. He stated that the City has the right to take the trees down, but if the owner had not been properly served, the City would be unable to collect the cost of tree removal. The taxpayer of record must be either, 1) served in person, or 2) notified via Certified Mail. In some cases the property owner cannot be located to serve in person as the home has been foreclosed and is currently vacant, or the certified letter is returned undeliverable, which is not considered proper service. Due to the potential danger these hazardous trees may cause and the length of time involved to try to locate the property owner, Mr. Guttman asked the Committee to consider removal of these trees by direction of the City. The Committee agreed that for the purpose of safety, this was the best course of action.

6. **Unfinished Business.** None
7. **New Business.** None
8. **Reports from Staff.** None
9. **Executive Session (if needed).** None
10. **Adjournment.**

Alderman Sheahan moved and Alderman Kabinski seconded a motion to adjourn. The motion was approved by voice vote and the meeting adjourned at 6:23 P.M.

Respectfully submitted,
Arlene Fisher