

FINANCE & ADMINISTRATION
COMMITTEE MEETING
DECEMBER 19, 2006

CALL TO ORDER & ROLL CALL

The Finance and Administration Committee Meeting was called to order by Chairperson Bastidas at 7:00 p.m. Present at roll call were Trustees Bastidas, Menzel, and Tuman. Absent was Trustee Figurski. Also present were Trustee Pelletier and Treasurer Toppel.

RESIDENT'S COMMENTS

None present at this time.

APPROVAL OF NOVEMBER MEETING MINUTES

Trustee Menzel made a motion to approve the meeting minutes for November 9, 2006. The motion was seconded by Trustee Tuman after a correction and approved by a roll call vote of three yes votes.

APPROVAL OF REPORTS FOR NOVEMBER

~ Trustee Bastidas made a motion to recommend approval of the Accounts Payable Report for November 2006 to the Village Board. A short discussion took place regarding uniform allowance. The motion was seconded by Trustee Menzel and was approved by a roll call vote of three yes votes.

~ The All Funds Summary Report was reviewed.

~ Accounts Receivable Report was reviewed.

Trustee Pelletier stated that all the mass transit grants are now matching funds and that, if we can, we should be setting funds aside for future projects.

PURCHASE REQUESTS/PAYMENTS

1.5 Ton Dump Truck, Plow & Salt Spreader \$49,844

Trustee Bastidas made a motion to purchase a 1.5 ton dump truck with plow and salt spreader for \$49,844 which includes a \$2,700 trade-in from Kayser Automotive. The motion was seconded by Trustee Menzel and approved by a roll call vote of three yes votes.

B & W Environmental Site Assessment \$9,100

Trustee Bastidas made a motion to have Baxter & Woodman do a site assessment on the property that we are planning to purchase for the Streets & Park garage for \$9,100. The motion was seconded by Trustee Menzel and approved by a roll call vote of three yes votes.

ADMINISTRATION REPORT

~Bastidas inquired if anyone had any questions on the Grant Status.

~Bastidas reported that a check was given to the Community Foundation at the Park Commission Meeting for approximately \$3,900.

Ordinances: 2006 Tax Levy

Trustee Bastidas made a motion to forward the Ordinances for the General Tax, Gardner Terrace SSA, Picnic Grove SSA, Hunters Farm SSA, and Talon SSA levies to the Board. The motion was seconded by Trustee Tuman and approved by a roll call vote of three yes votes.

ADJOURNMENT

Trustee Menzel made a motion to adjourn the Finance and Administration meeting at 7:25 p.m. The motion was seconded by Trustee Tuman and approved by a voice vote of three yes votes. Meeting adjourned.

Claudia Bastidas, Chairperson

Penny Toppel, Secretary

Date Approved