

VILLAGE OF BEACH PARK
Minutes of the September 20, 2017
Finance Committee Meeting

Attendees:

Trustee Don Jensen – Committee Chair
Peggy McHugh – Finance Director
Jon Kindseth – Village Administrator

Trustee Regina Miller - Member
Trustee Linda Sittig – Absent
Sandi Pastell – Recording Secretary

Roll call was taken and the meeting brought to order at 6:03 p.m.

Points of Action: Chairman Jensen then asked if there were any updates to the Points of Action from the August 10, 2017 meeting.

Jon Kindseth stated there are no new updates.

August 10, 2017 meeting minutes:

Trustee Miller asked when the Village Hall will get a new roof and the new elevator. Jon Kindseth stated that the roof will be this year and the elevator will be next year.

Trustee Miller then asked if the A-Frame is going to be demolished. Jon Kindseth stated that was discussed at the TIF Committee meeting and that a TIF incentive was recommended so staff will be working closely with the property owner.

Chairman Jensen then asked about insurance and Jon Kindseth stated that is on the agenda to be discussed this evening. Chairman Jensen then asked for a motion to approve the August 10, 2017 meeting minutes.

Trustee Miller then made a motion to approve the August 10, 2017 meeting minutes. Chairman Jensen seconded. Upon voice vote the August, 2017 minutes were approved unanimously.

Monthly Finance Report: Chairman Jensen then moved the discussion to the Monthly Finance Report. Peggy McHugh said that it looks good as the General Fund is showing a surplus being 4 months into the year. Revenue is above target and expense is below. Income tax revenue was lower in August; however, August is traditionally lower. Peggy McHugh said that it appears the state implemented the reduction in the LDGF as August was the first one and they are one month behind in paying it out. Chairman Jensen asked about the Mayor's fund as it went up 34% year to date. Peggy McHugh explained that is due to the Sheriff's Department and the new contract. This also includes some special details that have been done. Chairman Jensen asked about the Wadsworth water and Peggy McHugh explained that this is the final payment for the Walgreens project done in 2013 project.

FY2017 Treasurer's Report: Chairman Jensen then moved the discussion to the FY 2017 Treasurer's report.

Peggy McHugh explained that this is required by Municipal Code and it basically shows cash coming in and cash going out.

Chairman Jensen asked if the Wadsworth/Shared services was included as well as the fuel sales to Beach Park Fire. Peggy McHugh stated that yes, they are all included in miscellaneous.

Jon Kindseth said he wanted to bring to the Committee's attention the revenue received from road vacations as that was on the Board's priority list.

FY2017 Audit and CAFR: Chairmen Jensen then moved the discussion to the FY2017 Audit and CAFR.

Peggy McHugh stated that there is a lot of detail and that the supplemental and management letter is supposed to be a summary of the audit.

Trustee Miller asked about the organizational chart and Jon Kindseth stated that just shows the positions within the Village; however, on page 140 and 141 it is more detailed.

Trustee Miller said on page 143 it shows we paved 250 miles of roads. Peggy McHugh stated she will have that changed. Peggy McHugh told the Committee that the Village's net position has increased for the 2nd year in a row.

Trustee Miller stated that on the MDNA #3 it mentions the Sheridan Road and Green Bay Road TIF but it does not mention Lewis. Peggy McHugh stated that Lewis and Wadsworth are not considered major so they are lumped together.

Peggy McHugh pointed out that on page 116 you can see that the total Primary Government shows 2009/2010 in the negative; however, 2016/2017 is in the positive.

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Peggy McHugh pointed out that on page 43 it shows more detail for the water/sewer and on page 44 shows net cash provided by operating activities.

Jon Kindseth stated that we have only had 2 recommendations on the management letter in the last 2 years which is pretty significant.

Chairman Jensen asked what is included in 'property taxes'. Peggy McHugh stated that is MFT, SSAs and road and bridge tax.

Chairman Jensen asked what is included in 'intergovernmental revenue'. Peggy McHugh stated that is the State Income Tax, Sales Tax, Local Use Tax and Grants. A number of other CAFR formatting questions were addressed and more discussion was had in regards to the audit.

The Committee is in agreement to forward to the Board for acceptance.

Insurance Proposals: Chairman Jensen then moved the discussion to insurance proposals.

Jon Kindseth stated that he and Peggy McHugh put together a comparison for insurance to see if there are other options for us and if we are currently getting a good deal. Jon Kindseth stated that IMLRMA is lowering the cost this year to \$72,000.00 and stated that staff recommends that we stay with them. Jon Kindseth stated we have to compare all of the factors even if it is not the lowest cost. Jon Kindseth stated that once we receive the official numbers, we will ask for a recommendation from the Committee.

Chairman Jensen concurs with the recommendation from staff.

Warrant List: Chairman Jensen then moved to the warrant list.

Chairman Jensen asked about the \$446.00 cost for street signs. Jon Kindseth stated we purchased blank signs for us to make and that the only signs we still purchase are stop signs.

Chairman Jensen then asked about the expense for street cleaning. Jon Kindseth stated that we do that every year as NPDS requires us to do it; however, we only do curb and gutter areas.

Chairman Jensen asked about the no-show cost. Jon Kindseth explained that an employee was off on the day that they were supposed to have a drug screen.

Chairman Jensen then asked about the Platinum on-site charges. Jon Kindseth explained that there is a separate computer for the water reads and the fuel pumps and we had them combined. There was also a server that crashed and had to replace that.

Chairman Jensen then asked about the check to Rapp Supply. It was explained that the original invoice was \$200.00; however, they returned the check as one of the golf carts for Beach Park Fest was not operable so we only paid for one cart.

Chairman Jensen then asked about the vehicle removal on De Woody. Jon Kindseth stated that is a property we have been cleaning up and that we removed 5 as the property owner removed much more than that.

New Business: Chairman Jensen then moved the discussion to new business.

Jon Kindseth stated that we have sold two vehicles, the car and the Jeep. Jon Kindseth stated we received \$715.00 for the car and \$2,750.00 for the Jeep and we get to keep all of the funds. Jon Kindseth stated that we still have two plow trucks to sell and he is currently exploring where he wants to sell them.

Jon Kindseth also explained that he is working on a new cell tower that will be placed directly behind Speedway.

Trustee Miller asked if staff was going to prepare a comparison for the Wadsworth shared services. Jon Kindseth said he can't really prepare a comparison as we are billing them on an hourly basis and charging them more than what we are paying the employee, along with benefits. Jon Kindseth stated that we are covering our expenses and offsetting some of our overhead costs.

Adjourn: Chairman Jensen asked if there were any public comments. Hearing none, Chairman Jensen then asked for a motion to adjourn.

Trustee Miller made the motion. Chairmen Jensen seconded. Upon a voice vote, the motion was approved unanimously. The Finance Committee meeting was adjourned at 7:40 p.m.

Next Finance Committee Meeting: Wednesday, October 18, 2017 at 6:00 p.m.