

# Finance Committee Minutes

## January 9, 2017

The meeting was called to order by Chairman Jason Edwards on Monday, January 9, 2017 at 6 p.m. at Carlyle City Hall. Committee members present included Jason Edwards, Don Perez, and Judy Smith. Others present included Jeff Taylor, Gene Van Dorn, Brenda Johnson, Mayor Mike Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the December 12, 2016 meeting, Don Perez made a motion to approve the minutes. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was approval of claims. After reviewing the claims, Judy Smith made a motion to approve the claims. Don Perez seconded the motion. After a voice vote, all were found in favor.

There was no old business.

There was no new business.

There were no any other comments.

There were no public comments.

The sixth item on the agenda was executive session to discuss property purchase. Don Perez made a motion to enter executive session. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The seventh item on the agenda was to vote on executive session item(s). No motions were made.

With no further business to discuss, Don Perez made a motion to adjourn. Judy Smith seconded the motion. With all in favor, the meeting was adjourned at 6:21 p.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Finance Committee Meeting

## January 23, 2017

The meeting was called to order by Chairman Jason Edwards on Monday, January 23, 2017 at 6 p.m. at Carlyle City Hall. Committee members present included Jason Edwards, Don Perez, and Judy Smith. Others present included Sarah Tebbe, Doug Wasmuth, Mayor Mike Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the January 9, 2017 meeting, Don Perez made a motion to approve the minutes. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was the approval of claims. After reviewing the claims, Don Perez made a motion to approve the claims. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The second item on the agenda was the grant for the General Dean Bridge. JoAnn stated that she had been working with the Corps to write a Federal Lands Access Program (FLAP) Grant using a report from HMG. Eighty percent of the repair costs will be covered by the grant. The grant would also provide all labor. The City would be responsible for 20 percent of the repair costs. JoAnn asked the Committee if it would be alright to have the people from the grant come out and assess the bridge. This would provide a better idea for repair costs. Also, JoAnn asked the Committee if the deck should be replaced with wood or with TREX. Don Perez expressed concern over where the City would get the money for paying its required match. He stated that he knows the bridge needs to be repaired, but was concerned about the money due to upcoming projects in other departments. After some discussion, Jason Edwards made a motion to allow JoAnn to move forward with the FLAP Grant. He also wants to JoAnn to inquire about widening the bridge to its original width. The Committee would like to see the bridge deck replaced with TREX, if good timber is used along with it. Judy Smith seconded the motion.

The third item on the agenda was IEPA loan for the Water project. Sarah Tebbe provided each Committee member a schedule for how the City will pay back the IEPA loan needed to fund the upcoming water main replacement project. Sarah stated that she had already sent the schedule to the IEPA and it was OK with it. The next thing to do is the debt ordinance and the attorney's legal opinion. These can be done before or after the bids come in for the project. No motions were made.

The fourth agenda item was the same as the second.

There was no old business.

The sixth item on the agenda was new business. JoAnn stated that there is a deteriorating building on Franklin Street. She has asked Joe Heiligenstein to send the individual who has inherited the house a letter regarding its condition.

There were no any other comments.

There were no public comments.

With no further business to discuss, Don Perez made a motion to adjourn. Judy Smith seconded the motion. With all in favor, the meeting was adjourned at 6:27 p.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Finance Committee Minutes

## February 13, 2017

The meeting was called to order by Chairman Jason Edwards on Monday, February 13, 2017 at 6:02 p.m. at Carlyle City Hall. Committee members present included Jason Edwards, Don Perez, and Judy Smith. Others present included John Lappe, Richard Schulte, Kent Newkirk, Brenda Johnson, Mayor Mike Burton, Jo Ann Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the January 23, 2017 meeting, Don Perez made a motion to approve the minutes. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was the approval of claims. Judy Smith made a motion to approve the claims. Don Perez seconded the motion. After a voice vote, all were found in favor.

The second item on the agenda was TIF disbursements. JoAnn stated that the TIF disbursements have been completed. She had given the Committee all the information in its meeting packets. She added that Microtel is finished with its TIF. Don Perez made a motion to approve the TIF disbursements. Judy Smith seconded the motion.

The third item on the agenda was farm leases. JoAnn stated that she had received a letter from Roy Schmitt expressing interest in leasing the City's farm ground. JoAnn added that it is time to bid out the farm ground. Currently, Kampwerth Brothers Dairy farms the ground on the west end of town and Larry Johnson farms the ground by the lagoons. Jason Edwards made a motion to bid out the farm ground. Don Perez seconded the motion. After a voice vote, all were found in favor.

The fourth item on the agenda was a donation request for an Eagle Scout Project to replace American Flags. John Lappe addressed the Committee regarding his project. He hopes to earn \$2,500 so that he can replace the flags that are placed around town for patriotic holidays. He has counted 57 out of the 125 that needs to be replaced. The cost is approximately \$20 per flag. At this point, he has earned \$1,905. Jason Edwards made a motion to recommend that Council donate \$250 to John Lappe for his Eagle Scout Project. Don Perez seconded the motion. After a voice vote, all were found in favor.

The fifth item on the agenda was old business. JoAnn stated that the Revolving Loan Fund will be on the next Finance agenda. Rules for the fund need to be defined, along with some parameters. JoAnn will invite Melissa Blankenship to the meeting. Once the Finance Committee sets the parameters, the Revolving Loan Fund will be taken to the Economic Development Committee.

There was no new business.

There were no any other comments.

There were no public comments.

With no further business to discuss, Don Perez made a motion to adjourn. Judy Smith seconded the motion. With all in favor, the meeting was adjourned at 6:22 p.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Finance Committee Minutes

## February 27, 2017

The meeting was called to order by Chairman Jason Edwards on Monday, February 27, 2017 at 5:30 p.m. at Carlyle City Hall. Committee members present included Jason Edwards, Don Perez, and Judy Smith. Others present included Brenda Johnson, Keith Housewright, Henry Hollenkamp, Mayor Mike Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the February 13 meeting, Don Perez made a motion to approve the minutes. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was the approval of claims. Judy Smith made a motion to approve the claims. Don Perez seconded the motion. After a voice vote, all were found in favor.

The second item on the agenda was the Library FY '18 budget. Keith stated that the Library Board would like to add an additional \$24,000 to the budget in the salary line item for a youth services assistant. Keith added that this position could start as part-time and lead to full-time. The purpose of this position would be to reach out the community and schools. The ideal candidate would have an education background. Don Perez made a motion to allocate up to \$24,000 in the salary line item in the Library's FY '18 budget for this position. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The third item on the agenda was RLF guidelines. JoAnn stated that the Revolving Loan Fund is no longer restricted. It can still be used for economic development. There is over \$700,000 in the fund. After some discussion, Jason Edwards made a motion to set the interest rate at three percent, but it will be revisited every May and November. The length of the loan will be ten years. JoAnn was also instructed to present the applicant's financial package to the bank chosen by the applicant for review; the EDC and the Finance Committee will no longer receive the customer's financials. The EDC and Finance Committee will consider only the recommendation of a bank in lieu of reviewing the financial packages. Other terms will be set on a case-by-case basis. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The fourth item on the agenda was old business. JoAnn stated that an ad will be ran in the Union Banner for the farm ground.

There was no new business.

There were no any other comments.

There were no public comments.

With no further business to discuss, Don Perez made a motion to adjourn. Judy Smith seconded the motion. With all in favor, the meeting was adjourned at 6:10 p.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Finance Committee Minutes

## March 13, 2017

The meeting was called to order by Chairman Jason Edwards on March 13, 2017 at 6 p.m. at Carlyle City Hall. Committee members present included Jason Edwards, Don Perez, and Judy Smith. Others present included Peggy Hilmes, Brenda Johnson, Kent Newkirk, Mayor Mike Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the February 27, 2017 meeting, Don Perez made a motion to approve the minutes. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was the approval of claims. After reviewing the claims, Don Perez made a motion to approve the claims. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The second item on the agenda was waive utility billing for the senior center. JoAnn stated that in the past, the City has given the senior center enough money each year to cover the utilities. JoAnn asked the Committee if it wanted to continue handling the senior center's utilities this way or to simply waive them. After some discussion, Don Perez made a motion to waive the utilities for the senior center and to revisit this topic yearly. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The third item on the agenda was donation for the Fourth of July fireworks. Peggy Hilmes stated that she has made a \$6,000 down payment on the fireworks. However, she will need the donation from the City to assist with the full payment. The fireworks are purchased from A&M Pyrotechnics and the show will be held on July 1, 2017. JoAnn stated that she spoke with Joe Heiligenstein concerning donating the money. He said that there should not be an issue as this is a free event, brings in tourism, and is open to everyone. Brenda Johnson stated that going further the word donation should not be used when referring to this agenda item. She explained that this is a joint event between the City and the Fireworks Committee. After some discussion, Jason Edwards made a motion to donate \$7,500 for the fireworks. Judy Smith seconded the motion. After a voice vote, all were found in favor.

There was no old business.

There was no new business.

There were no any other comments.

There were no public comments.

With no further business to discuss, Don Perez made a motion to adjourn. Jason Edwards seconded the motion. With all in favor, the meeting was adjourned at 6:22 p.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Finance Committee Minutes

## March 27, 2017

The meeting was called to order on Monday, March 27, 2017 at 6 p.m. at Carlyle City Hall. Committee members present included Jason Edwards, Don Perez, and Judy Smith. Others present included Scott Diekemper, Kent Newkirk, Brenda Johnson, Mayor Mike Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the March 13, 2017 meeting, Don Perez made a motion to approve the minutes. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The first item on the agenda was the approval of claims. After reviewing the claims, Judy Smith made a motion to approve the claims. Don Perez seconded the motion. After a voice vote, all were found in favor.

The second item on the agenda was farm ground leases. Three bids were received for the farm ground located near the lagoons and the soccer park. Please see the table below. After reviewing the bids, Don Perez made a motion to accept Roy Schmitt's bid of \$250 per acre for both pieces of ground for one year. Judy Smith seconded the motion. After a voice vote, all were found in favor.

<b>Bidder</b>	<b>Location</b>	<b>Price/Acre</b>
<b>Larry Johnson</b>	Piece next to the lagoons	\$140/acre
<b>Kampwerth Brothers Dairy</b>	Soccer Park	\$200/acre
<b>Roy Schmitt</b>	Piece next to the lagoons and soccer park	\$250/acre

There was no old business.

There was no new business.

There were no any other comments.

There were no public comments.

With no further business to discuss, Jason Edwards made a motion to adjourn. Don Perez seconded the motion. With all in favor, the meeting was adjourned at 6:04 p.m.

Respectfully submitted,  
Martha Reinkensmeyer