

# 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

# Finance Committee Minutes

## April 10, 2017

The meeting was called to order by Chairman Jason Edwards on Monday, April 10, 2017 at 6 p.m. at Carlyle City Hall. Committee members present included Jason Edwards, Don Perez, and Judy Smith. Others present included Gene Van Dorn, Brenda Johnson, Mayor Mike Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the March 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, 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 soccer park. Jason stated that he would like to see this project started next spring. He added that there is no other ground available, except the ground already designated for it. He also realizes that drainage is an issue. Jason asked the Committee to consider selling the ground by the lagoons to help fund the park. JoAnn provided the Committee with drawings created by HMG for the proposed soccer park. There was then general discussion regarding the placement of ball diamonds, the parking lot, and the soccer fields. Brenda Johnson stated that she would like to see a plan for how to raise the money for the soccer park before the work begins. Don Perez stated that money should not be spent on engineering until a plan for payment is in place. Jason stated that he would like Andy Brackett to begin looking at the existing plans to evaluate them and see if he has ideas for alternative layouts of the park. It was decided that JoAnn would not add any additional funds to the FY '18 budget for the park. No motions were made.

The third item on the agenda was payment for the City Park bathroom. JoAnn stated that Duane Nordike will begin building the bathroom this week. JoAnn asked the Committee if she should pay him out of the current budget or wait until next year's. If she waits, she will need to include the amount in the proposed FY '18 budget. The Committee stated it could be paid out of the FY '18 budget.

There was no old business.

There was no new business.

There were no 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 6:41 p.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Finance Committee Minutes

## April 24, 2017

The meeting was called to order by Chairman Jason Edwards on Monday, April 24, 2017 at 5:15 p.m. at Carlyle City Hall. Committee members present included Jason Edwards, Don Perez, and Judy Smith. Others present included Brenda Johnson, Mayor Mike Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the April 10, 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 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 the sale of the dump truck. JoAnn stated that Nelson Heinzmann had the highest bid of \$5,050.00. Don Perez made a motion to recommend Nelson Heinzmann's bid of \$5,050.00 to Council. Judy Smith seconded the motion. After a voice vote, all were found in favor.

The third item on the agenda was the FY 18 budget. JoAnn reviewed the proposed budget with the Committee. The budget was reviewed through Fund 51. It was decided to finish reviewing the budget at the next Finance meeting on Monday, May 8, 2017. No motions were made.

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. Judy Smith seconded the motion. With all in favor, the meeting was adjourned at 6:31 p.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Finance Committee Minutes

## May 8, 2017

The meeting was called to order by Chairman Jason Edwards on Monday, May 8, 2017 at 5:17 p.m. at Carlyle City Hall. Committee members present included Jason Edwards and Don Perez. Judy Smith was absent. Others present included Brenda Johnson, Mayor Mike Burton, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the April 24, 2017 meeting, Don Perez made a motion to approve the minutes. Jason Edwards 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, Don Perez made a motion to approve the claims. Jason Edwards seconded the motion. After a voice vote, all were found in favor.

The third item on the agenda was the FY '18 budget. While reviewing the budget, JoAnn asked the Committee if it would prefer funding EDC completely or partially out of the Revolving Loan Fund. Between the interest it is earning and the loan payments coming in, there is enough to cover what is needed to fund EDC. Both Don and Jason stated this would be fine if the Revolving Loan Fund is not shrinking. The Street Fair money has been budgeted to come out of the budget leaving a zero balance in this fund. Jason then pointed out some funds that had a surplus. No motions were made.

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 5:50 p.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Finance Committee Minutes

## May 22, 2017

The meeting was called to order by Chairman Jason Edwards on Monday, May 22, 2017 at 6:09 p.m. at Carlyle City Hall. Committee members present included Jason Edwards, Kent Newkirk, and Don Perez. Others present included John Hodapp, Brenda Johnson, Jeremy Weh, Mayor Judy Smith, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the May 8, 2017 meeting, Don Perez made a motion to approve the minutes. Jason Edwards 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, Kent Newkirk 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 return of the Street Fair funds. JoAnn stated that originally, the Street Fair was privately run. Once it was placed under the City's tax ID number, the funds were controlled by the City. The Street Fair has obtained its own tax ID number and is now requesting the funds be returned. There is \$8,534.30 in the Street Fair account. Don Perez made a motion to take the Street Fair's request for the return of the funds to Council. Kent Newkirk seconded the motion. After a voice vote, all were found in favor.

The third item on the agenda was the Constellation contract. John Hodapp stated that the City joined Constellation in May of 2012. Since joining, the City has saved \$13,956 on natural gas. Eighty percent of the volume is locked in at a rate. In the past, this has been locked in for two years. John believes it would be a good idea to lock in the rate for three years this time. The rate that 80 percent would be locked in at is \$3.33 per DTH. The remaining 20 percent of the volume used would be at market price. Kent Newkirk made a motion to lock in the 80 percent of the volume at \$3.33 per DTH for three years. Don Perez seconded the motion. After a voice vote, all were found in favor.

The fourth item on the agenda was Tractor Supply Entrance. JoAnn stated that originally Council approved \$15,000 to be spent by the City for the improvement of the entrance. However, JoAnn stated that to make the entrance look more unison with what Tractor Supply is installing, the City needs to spend \$36,638. She said that this money is available in TIF funds. The company pouring concrete for Tractor Supply would install the entire entrance. JoAnn added that H.M.G. advised her that this would be the best option. After some discussion, Kent Newkirk made motion to pay \$36,638 for the Tractor Supply Entrance using TIF funds. Jason Edwards seconded the motion. After a voice vote, all were found in favor.

The fifth item on the agenda was the FY '18 budget. Don Perez made a motion to table the budget. Kent Newkirk 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. Kent Newkirk seconded the motion. With all in favor, the meeting was adjourned at 6:26 p.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Finance Committee Minutes

## June 12, 2017

The meeting was called to order on Monday, June 12, 2017 at 5:32 p.m. Committee members present included Jason Edwards, Don Perez, and Kent Newkirk. Others present included Mayor Judy Smith, Rita Jurgensmeyer, Brenda Johnson, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the May 22, 2017 meeting, Don Perez made a motion to recommend the minutes. Kent Newkirk 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, Kent Newkirk 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 Christmas in Carlyle donation. JoAnn asked if this needs to be brought in front of Council each year. Mayor Smith stated that the Crazy 8's feel they should ask for the donation. They do not want to give the appearance that they just assume the donation will be given to the group. Kent Newkirk made a motion to recommend that Council gives the Crazy 8's a \$3,000 donation for Christmas in Carlyle. Don Perez seconded the motion. After a voice vote, all were found in favor.

The third item on the agenda was the Living Stones Church sale. JoAnn stated that the Pastor from the Living Stones Church contacted her. The church building will be up for sale and the pastor wanted to know if the City would be interested in the property. It was the consensus of the Committee that the City would have no need of the property. No motions were made.

The fourth item on the agenda was health insurance renewal. JoAnn stated that the current health insurance plan offered to employees ends on July 1, 2017. She has met with Bill Schmaltz from Einstein Group to find a new plan for the City. After doing research, the best plan for the City is a partially self-insured plan with Aetna. This plan would offer employees the same benefits as before and would cost significantly less. Individual employees would have a \$3,500 deductible. The employee would be responsible for the first \$500. The City would then be responsible for \$3,000 for said employee. After the \$3,500 has been met, the insurance company would be responsible for any claims. After some discussion, it was decided to allow employees another opportunity to add spouses and children to the new plan since the cost for adding family members has significantly dropped. Employees will be given enrollment forms on June 14, 2017. These forms must be returned by June 16, 2017. Bill Schmaltz will then get back with JoAnn by June 23, 2017 to let her know of any cost changes in the new plan. Don Perez made a motion to table renewing health insurance. Kent Newkirk seconded the motion. After a voice vote, all were found in favor.

The fifth item on the agenda was the FY '18 budget. JoAnn reviewed the budget with the Committee. She stated that the raise in the budget can be attributed to the automatic metering installation and the water project. Don Perez made a motion to send the proposed FY '18 budget to Council. Jason Edwards seconded the motion. After a voice vote, all were found in favor.

There was no old business.

There was no new business.

The eighth item on the agenda was any other comments. Jason asked Brenda Johnson how much money the carnival earned at the Lake's 50<sup>th</sup> Celebration. Brenda stated that it earned \$18,000 in rides alone.

There were no public comments.

The tenth item on the agenda was executive session to discuss property purchase. Kent Newkirk made a motion to enter executive session. Don Perez second the motion. After a voice vote, all were found in favor.

There were no executive session item(s) to vote on.

With no further business to discuss, Kent Newkirk made a motion to adjourn. Don Perez seconded the motion. With all in favor, the meeting was adjourned at 6:31 p.m.

Respectfully submitted,  
Martha Reinkensmeyer



# Finance Committee Minutes

## June 26, 2017

The meeting was called to order by Chairman Jason Edwards on Monday, June 26, 2017 at 6 p.m. at Carlyle City Hall. Committee members present included Jason Edwards, Kent Newkirk, and Don Perez. Others present included Joe Heiligenstein, Brenda Johnson, Jeremy Weh, Scott Diekemper, Rita Jurgensmeyer, Mayor Judy Smith, and Martha Reinkensmeyer.

After reviewing the minutes from the June 12, 2017 meeting, Don Perez made a motion to approve the minutes. Kent Newkirk 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. Kent Newkirk seconded the motion. After a voice vote, all were found in favor.

The second item on the agenda was health insurance renewal. Rita stated that after all employees were given another chance to add spouses and dependents to the new insurance plan, only one additional person was added. The cost of the insurance did not change. Don Perez made a motion to recommend the health insurance renewal plan from Aetna to Council. Jason Edwards 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. Kent Newkirk seconded the motion. With all in favor, the meeting was adjourned at 6:03 p.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Finance Committee Minutes

## July 10, 2017

The meeting was called to order by Chairman Jason Edwards on Monday, July 10, 2017 at 6 p.m. at Carlyle City Hall. Committee members present included Jason Edwards, Kent Newkirk, and Don Perez. Others present included Brenda Johnson, Jeff Taylor, Mayor Judy Smith, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the June 26, 2017 meeting, Don Perez made a motion to approve the minutes. Kent Newkirk 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, Kent Newkirk made a motion to approve the minutes. Don Perez seconded the motion. After a voice vote, all were found in favor.

The second item on the agenda was old business. JoAnn stated that the FY '18 Budget will need to be tabled at the Council meeting due to the new health insurance. A new fund will need to be created for claims to paid out of.

There was no new business.

The fourth item on the agenda was the final payment for Haier plumbing. JoAnn stated that there was a change order and that the price was reduced. Don Perez made a motion to approve the final payment to Haier Plumbing for \$19,189.37. Kent Newkirk seconded the motion. After a voice vote, all were found in favor.

There were no any other comments.

There were no public comments.

With no further business to discuss, Don Perez made a motion to adjourn. Kent Newkirk seconded the motion. With all in favor, the meeting was adjourned at 6:12 p.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Finance Committee Minutes

## July 24, 2017

The meeting was called to order by Chairman Jason Edwards on Monday, July 24, 2017 at 7 p.m. at Carlyle City Hall. Committee members present included Jason Edwards, Don Perez, and Kent Newkirk. Others present included Brenda Johnson, Jeremy Weh, Mayor Judy Smith, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the July 10, 2017 meeting, Don Perez made a motion to approve the minutes. Kent Newkirk 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, Kent Newkirk 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.

The fourth item on the agenda was the FY'18 budget. JoAnn reviewed the changes made to the Budget with the Committee. The IEPA loan has been included in the budget. Don Perez made a motion to recommend the budget to Council. Kent Newkirk seconded the agenda. After a voice vote, all were found in favor.

The fifth item on the agenda was the IEPA loan. This was discussed during the fourth agenda item.

The sixth item on the agenda was establishing property boundary requirements.

There were no any other comments.

There were no public comments.

With no further business to discuss, Don Perez made a motion to adjourn. Kent Newkirk seconded the motion. With all in favor, the meeting was adjourned at 6:32 p.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Finance Committee Minutes

## August 14, 2017

The meeting was called to order by Chairman Jason Edwards on Monday, August 14, 2017 at 6 p.m. at Carlyle City Hall. Committee members present included Jason Edwards, Kent Newkirk, and Don Perez. Others present included Christine Fine from IMRF, Fred Becker, Rita Jurgensmeyer, Janine Ehlers, Chad Holthaus, Jeff Taylor, Mayor Judy Smith, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the July 24, 2017 meeting, Don Perez made a motion to approve the minutes. Kent Newkirk 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 minutes. Kent Newkirk seconded the motion. After a voice vote, all were found in favor.

The second item on the agenda was the FY '17 audits. Fred Becker reviewed the water audit with the Committee. He stated that the water rate will be going up slightly. The Committee asked Fred to return on August 28, 2017 to review the regular audit. No motions were made.

The third item on the agenda was the IMRF membership requirements. Christine Fine stated that the state legislators have passed legislation that any elected official enrolled in IMRF must prove that they spend the allotted hours on work for their office held. Approved time includes set office hours and organized events, such as council and committee meetings. This affects Jeff Taylor, Don Perez, Janine Ehlers, and Chad Holthaus. They must prove that they spend 600 hours a year on their position. If an official's hours are audited and found to be falsified, the City could be held liable. After some discussion, it was determined that none of the people listed above spend 600 hours per year on their position. Jason Edwards made a motion to recommend that Council pass a resolution to no longer have 600-hour IMRF elected positions. Don Perez seconded the motion. After a voice vote, all were found in favor.

The fourth item on the agenda was Board Docs and MS Surface Tablets. JoAnn stated that every Council member would receive a tablet. The City would become paperless. Council members could make notes on their tablets and search ordinances. JoAnn has budgeted \$16,000 for the tablets. However, it would save the City money in the future. No motions were made.

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. Kent Newkirk seconded the motion. With all in favor, the meeting was adjourned at 6:52 p.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Finance Committee Minutes

## August 28, 2017

The meeting was called to order by Chairman Jason Edwards on Monday, August 28, 2017 at 6:03 p.m. at Carlyle City Hall. Committee members present included Jason Edwards, Don Perez, and Kent Newkirk. Others present included Fred Becker from Glass and Shuffett, Jeff Taylor, Mayor Judy Smith, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the August 14, 2017 meeting, Don Perez made a motion to approve the minutes. Kent Newkirk 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, Kent Newkirk 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 FY' 17 Audits. Fred Becker reviewed the results of the audits with the Committee. After reviewing the audits with Fred, Don Perez made a motion to send the FY' 17 audits to Council. Kent Newkirk 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, Kent Newkirk made a motion to adjourn. Don Perez seconded the motion. With all in favor, the meeting was adjourned at 6:43 p.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Finance Committee Minutes

## September 11, 2017

The meeting was called to order by Chairman Jason Edwards on Monday, September 11, 2017 at 6 p.m. at Carlyle City Hall. Committee members present included Jason Edwards, Kent Newkirk, and Don Perez. Others present included JoAnn Hollenkamp and Martha Reinkensmeyer.

After reviewing the minutes from the August 28, 2017 meeting, Don Perez made a motion to approve the minutes. Kent Newkirk seconded the motion. After a voice vote, all were found in favor.

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

The second item on the agenda was signatories. JoAnn asked if Kent and Don would be willing to become signatories for the City so that there would be more people available to sign checks. They both agreed. No motions were made.

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. Kent Newkirk seconded the motion. With all in favor, the meeting was adjourned at 6:02 p.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Finance Committee Minutes

## September 25, 2017

The meeting was called to order by Chairman Jason Edwards on Monday, September 25, 2017 at 6:30 p.m. at Carlyle City Hall. Committee members present included Jason Edwards and Kent Newkirk. Don Perez was absent. Others present included JoAnn Hollenkamp and Martha Reinkensmeyer.

After reviewing the minutes from the September 11, 2017 meeting, Kent Newkirk made a motion to approve the minutes. Jason Edwards seconded the motion.

The first item on the agenda was the approval of claims. After reviewing the claims, Kent Newkirk made a motion to approve them. Jason Edwards seconded the motion. After a voice vote, all were found in favor.

There was no old business.

The third item on the agenda was new business. JoAnn asked the Committee to consider putting the tax levy for the Library on the next Finance agenda.

There were no any other comments.

There were no public comments.

With no further business to discuss, Kent Newkirk made a motion to adjourn. Jason Edwards seconded the motion. With all in favor, the meeting was adjourned at 6:33 p.m.

Respectfully submitted,  
Martha Reinkensmeyer



# Finance Committee Minutes

## October 9, 2017

The meeting was called to order by Chairman Jason Edwards on Monday, October 9, 2017 at 6 p.m. at Carlyle City Hall. Committee members present included Jason Edwards, Kent Newkirk, and Don Perez. Others present included Mayor Judy Smith, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the September 25, 2017 meeting, Don Perez made a motion to approve the minutes. Kent Newkirk 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, Kent Newkirk made a motion to approve the claims. Don Perez seconded the motion. After a voice vote, all were found in favor.

The third item on the agenda was the tax levy. JoAnn provided the Committee with a handout of the tax levy comparison. The most the tax levy can be raised is \$12,873. The first scenario provided shows this amount going to corporate. This would raise corporate's rate from 0.10902 to 0.14273. The second scenario shows this amount going to Parks and Playgrounds. Parks' rate would raise from 0.13355 to 0.16589. Playgrounds' rate would raise from 0.06533 to 0.06670. JoAnn also provided a scenario for raising the Library's tax levy. The highest it can be raised is \$1,421. The rate would increase from 0.07446 to 0.07818. After a brief discussion, no motions were made.

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. Kent Newkirk seconded the motion. With all in favor, the meeting was adjourned at 6:11 p.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Finance Committee Minutes

## October 23, 2017

The meeting was called to order by Chairman Jason Edwards on Monday, October 23, 2017 at 6 p.m. at Carlyle City Hall. Committee members present included Jason Edwards, Kent Newkirk, and Don Perez. Others present included Hollie Sensel, Mayor Judy Smith, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the October 9, 2017 meeting, Don Perez made a motion to approve the minutes. Kent Newkirk 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, Kent Newkirk 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 2017 Crappie Masters Tournament results. Hollie Sensel stated that 44 teams registered for the tournament. Out of the 44 teams, at least 37 turned in fish. Hollie stated that the goal of the tournament was to provide fun and fish. The tournament was deemed successful, as Carlyle Lake was asked to host again next year. No motions were made.

The third item on the agenda was the 2018 Crappie Masters Tournament request. Hollie Sensel stated that if the tournament was hosted at Carlyle Lake next year, it would not be televised. The cost of the tournament would then be \$7,500. Hollie stated that the Clinton County Board has said it would provide \$2,500 for next year's tournament. After some discussion, Don Perez made a motion to cosponsor the 2018 Crappie Masters Tournament at the cost of \$5,000. Kent Newkirk seconded the motion. After a voice vote, all were found in favor.

There was no old business.

The fifth item on the agenda was new business. JoAnn asked the Committee to once again address the tax levy at the November 13, 2017 Finance meeting.

There were no any other comments.

There were no public comments.

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

Respectfully submitted,  
Martha Reinkensmeyer

# Finance Committee Minutes

## November 13, 2017

The meeting was called to order by Chairman Jason Edwards on Monday, November 13, 2017 at 5:15 p.m. at Carlyle Christian Church. Committee members present included Jason Edwards, Kent Newkirk, and Don Perez. Others present included Mayor Judy Smith, Chief Mark Pingsterhaus, and JoAnn Hollenkamp.

After reviewing the minutes from the October 23, 2017 meeting, Don Perez made a motion to approve the minutes. Kent Newkirk 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, Kent Newkirk made a motion to approve the claims. Don Perez seconded the motion. After a voice vote, all were found in favor.

The second and third items on the agenda was the Crappie USA Tournament to be held on September 22, 2018 and the King Catfish Tournament to be held on June 9, 2018. JoAnn stated that after the success of the Crappie Masters Tournament, there is an interest in bringing these two tournaments to Carlyle Lake, also. The Crappie USA Tournament has a total cost of \$6,500. The County has agreed to pay \$2,500. The City would need to cover the remaining \$4,000. The King Catfish Tournament has a cost of \$5,000. The County has agreed to pay \$2,500 for this tournament, also. The City would need to cover the remaining \$2,500. A discussion ensued. All present were in favor of continuing to market the Lake as a tournament destination. Jason Edwards pointed out that between these two tournaments, in addition to the Crappie Masters and IHSA tournaments, the City would be committing \$20,000 to tournaments in the next year. While he agreed it is a positive thing, he feels that a cap should be placed on how much the City is willing to pay to bring additional tournaments to Carlyle Lake. After further discussion, Kent Newkirk made a motion to provide the requested funds for the Crappie USA and King Catfish Tournaments. Don Perez seconded the motion. After a voice vote, all were found in favor.

The fourth item on the agenda was tax levy. JoAnn presented several options for what to do with the coming year's tax levy increase. She also stated that the Library Board has voted to raise its levy. After much discussion, a motion was made by Jason Edwards to place the increased tax levy funds into Parks and Playgrounds. 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 ninth item on the agenda was executive session to discuss property purchase(s). Don Perez made a motion to enter executive session. Kent Newkirk seconded the motion. With all in favor, the Committee entered executive session at 5:37 p.m.

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

With no further business to discuss, Don Perez made a motion to adjourn. Kent Newkirk seconded the motion. With all in favor, the meeting was adjourned at 6:23 p.m.

Respectfully submitted,  
Jason Edwards

Edited by Martha Reinkensmeyer

# Finance Committee Minutes

## November 27, 2017

The meeting was called to order by Chairman Jason Edwards on Monday, November 27, 2017 at 6 p.m. at Carlyle City Hall. Committee members present included Jason Edwards and Kent Newkirk. Don Perez was absent. Others present included Mayor Judy Smith, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the November 13, 2017 meeting, Kent Newkirk made a motion to approve the minutes. Jason Edwards 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, Kent Newkirk made a motion to approve the claims. Jason Edwards seconded the motion. After a voice vote, all were found in favor.

The second item on the agenda was permission to sell the 1995 F150 Park Department truck on the open market. Kent Newkirk made a motion to allow the sale of the 1995 F150 Park Department truck to be sold on the open market. Jason Edwards seconded the motion. After a voice vote, all were found in favor.

The third item on the agenda was a resolution for the General Dean Bridge. JoAnn stated that she is working on a grant for the General Dean Bridge. If the grant is received, the City would be responsible for less than \$56,000 to fix the Bridge. Kent Newkirk made a motion to approve the resolution for the General Dean Bridge. Jason Edwards seconded the motion. After a voice vote, all were found in favor.

The fourth item on the agenda was the tax levy. Playgrounds will be receiving an additional \$522.00, Parks \$11,917.00, and Library \$1421.00. Jason Edwards made a motion to approve the tax levy. Kent Newkirk seconded the motion. After a voice vote, all were found in favor.

The fifth item on the agenda was the farm lease for the ground by the lagoons. Kent Newkirk made a motion to approve the lease. Jason Edwards 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 tenth item on the agenda was executive session to discuss property purchase(s). Jason Edwards made a motion to enter executive session. Kent Newkirk seconded the motion. With all in favor, the Committee entered executive session at 6:05 p.m.

There were no executive session items that required a vote.

With no further business to discuss, Kent Newkirk made a motion to adjourn. Jason Edwards seconded the motion. With all in favor the meeting was adjourned at 6:17 p.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Finance Committee Minutes

## December 11, 2017

The meeting was called to order by Chairman Jason Edwards on Monday, December 11, 2017 at 6 p.m. at Carlyle City Hall. Committee members present include Jason Edwards, Kent Newkirk, and Don Perez. Others present included Mayor Judy Smith, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the November 27, 2017 meeting, Kent Newkirk made a motion to approve the minutes. Don Perez 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. Kent Newkirk 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, Kent Newkirk made a motion to adjourn. Don Perez seconded the motion. With all in favor, the meeting was adjourned at 6:01 p.m.

Respectfully submitted,  
Martha Reinkensmeyer

# Finance Committee Minutes

## December 18, 2017

The meeting was called to order by Chairman Jason Edwards on Monday, December 18, 2017 at 6 p.m. at Case Halstead Library. Committee members present included Jason Edwards, Kent Newkirk, and Don Perez. Others present included Troy Spaur, Darrell Huegen, Neil Schaffer, Gene Van Dorn, Chief Mark Pingsterhaus, Mayor Judy Smith, Scott Diekemper, Jeremy Weh, JoAnn Hollenkamp, and Martha Reinkensmeyer.

After reviewing the minutes from the December 11, 2017 meeting, Kent Newkirk made a motion to approve the minutes. 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.

The fourth item on the agenda was public comments. Gene Van Dorn stated that it was his understanding that, if purchased, the new property would be used for a new City Hall. He stated that if this was a long-term solution, he was all for it. However, if this was a short-term solution, he feels it to be a waste of taxpayers' money.

The fifth item on the agenda was executive session to discuss a property purchase. Don Perez made a motion to enter executive session. Kent Newkirk seconded the motion. After a voice vote, the Committee entered executive session.

The sixth item on the agenda was vote on executive session item(s). Jason Edwards made a motion to recommend to Council to purchase 1025 Lake Road. Don Perez seconded the motion. After a voice vote, all were found in favor.

With no further business to discuss, Don Perez made a motion to adjourn. Kent Newkirk seconded the motion. With all in favor, the meeting was adjourned at 6:59 p.m.

Respectfully submitted,  
Martha Reinkensmeyer