



City of  
**SANDWICH, ILLINOIS**

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## **Finance Committee Minutes**

### **City Council Chambers**

**Monday, June 19, 2023**

Alderman Kreinbrink called the meeting to order at 6:30 PM

Roll call was taken:

**Present:** Alderwoman Erickson, Alderman Kreinbrink, Mayor Latham, City Administrator Penman, Attorney Gottschalk

**Absent:** Alderwoman Johnson

**Review of Semi-Monthly Bills:** Bills were reviewed to be submitted for payment approval at the Regular Council Meeting on Monday, June 19, 2023. After review, it was determined to move the bills forward for City Council approval at the June 19, 2023, Regular Council Meeting in the amount of \$170,977.43. Motion by Alderwoman Erickson and second by Alderman Kreinbrink. Motion carried unanimously by voice vote.

One note of the monthly bills related the bills from Busted Knuckles. Given the dollar amount for services rendered could exceed \$25,000, it was suggested that there be a formal bid for this. City Administrator Penman will investigate this.

**Old Business:** The approval of the April 3<sup>rd</sup>, April 17<sup>th</sup>, May 1<sup>st</sup>, and May 15<sup>th</sup> meeting minutes were discussed. Minutes for May 15<sup>th</sup> are missing currently. Alderwoman Johnson is out of town and will need to address the missing minutes upon her return. Alderwoman Erickson made a motion to approve the April 3<sup>rd</sup>, April 17<sup>th</sup>, and May 1<sup>st</sup> meeting minutes and second by Alderman Kreinbrink. Motion carried unanimously by voice vote.

**New Business:** Approval of the June 5<sup>th</sup>, 2023, meeting minutes. Motion by Alderwoman Erickson and second by Alderman Kreinbrink. Motion carried unanimously by voice vote.

Administrator Penman explained that the folding machine is in poor shape and needs to be replaced. Ideally it would be replaced with a unit that can fold and insert items into envelopes. Prices are being gathered. Also discussed was the possibility of a postage machine but doesn't have hard prices yet. Once he has them, he will present them to the City Council for approval.

**Audience Comments:** None

**Adjournment:** There being no further business to come before the Committee, motion made by Alderwoman Erickson, and seconded by Alderman Kreinbrink, to adjourn at 6:48 PM. Motion carried unanimously by voice vote.

  
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Fred R. Kreinbrink, Interim Finance Chair