



City of
SANDWICH, ILLINOIS

144 E. Railroad St – Sandwich, IL 60548

Phone: (815) 786-9321 Fax: (815) 786-7012

Finance Committee Minutes

City Council Chambers

Monday, February 4, 2019

Finance Chairwoman Killey called the meeting to order at 7:30 PM

Roll call was taken:

Present: Aldermen Dell, Killey & Robinson; City Clerk li

Also Present: WSPY Reporter Jim Wyman; Alderwoman Chmielewski
& Ward 4 Candidate Fred Kreinbrink

Review of semi-monthly bills: Bills reviewed to be submitted for payment approval at the Regular Council Meeting scheduled for Monday, February 11, 2019. Question was raised regarding the Microsoft Office 365 invoice for 10 licenses at \$1,593.75. The invoice was posted under Admin that Clerk li challenged. Additionally, the City was charge \$97.50 in sales taxes. Invoice will be reviewed and contact will be made with the vendor to remove the sales tax. At the request of the Committee, the invoice payable to IL Association of Chiefs was removed.

Question was raised on the invoice for two Ford Police Interceptor Utility Vehicles for \$16,245.34. It appeared there was not enough funding in the line item to complete the purchase. Clerk li explained that a check was issued from FNB Omaha (miscellaneous funds) and deposited into Heartland Bank (Police Fleet Fund). A check was then issued from Heartland Bank to Ford Motor Credit Co. for the two vehicles. After an internal accounting misposting in the City's software program, Clerk li assured the Committee that all accounts were balanced, and it was a timing issue in the reports provided to the Committee.

New Business: City Clerk li said her computer had crashed after the holidays, and she is still waiting for a new computer. IT was able to locate an old computer to be used in the interim, but the Clerk said it was lacking the Microsoft license and periodically the computer will freeze. She was told on January 15th that a new computer was being ordered.

Audience Comments: None

Adjournment

There being no further business to come before the Committee, **motion made by Alderman Dell and seconded by Alderman Robinson to adjourn the Finance Committee meeting at 8:10 PM. Motion carried unanimously by voice vote.**

Denise li, City Clerk