



City of  
**SANDWICH, ILLINOIS**

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**Finance Committee Minutes**

City Council Chambers

Monday, May 18<sup>th</sup>, 2020

Chairwoman Killey called the meeting to order at 7:30 PM via WebEx teleconference call due to the COVID-19 Pandemic.

Roll call was taken:

**Present:** Aldermen Dell, Killey & Kreinbrink

**Also Present:** Any public member that was logged into the teleconference call; Mayor Robinson, City Clerk Li & Aldermen Redden were present in open meeting

**Review of Semi-Monthly Bills:** Bills were reviewed to be submitted for payment approval at the Regular Meeting of May 26<sup>th</sup>, 2020. Alderman Kreinbrink questioned several entries for landlord reimbursement. Clerk Li explained that delinquent accounts were turned over to IDRP (Illinois Debt Recovery Program) for collection from the debtors. The collection process can take up to seven years to collect from the debtor's State income tax return. If a landlord has paid the delinquency, and in the interim the City has received compensation from the State, the landlord is refunded their money. Such a scenario happens infrequently. Alderman Kreinbrink also questioned payment to DeKalb County Collector for \$2,298.34. Clerk Li explained this is an annual drainage tax fee of which the City is not tax-exempt.

Alderman Dell questioned why \$950.00 for squad camera repairs was debited from the Drug Abuse Fund under police equipment line item 120.0000.85.5820 and not from line item 001.0020.80.5720 in the general fund. Chief Bianchi explained the Drug Abuse Fund can be used for police equipment. Both Alderman Dell & Kreinbrink favored the invoice be debited to GL (General Ledger) line item #001.0020.80.5720 via journal transfer. Clerk Li reminded the Committee that the Drug Abuse Fund is held at Heartland Bank & Trust whereas the general ledger entries are funded at FNB Bank. The Drug Abuse Fund is a reserve account.

**New Business:** Alderman Kreinbrink suggested that the Finance Committee evaluate and address the policy procedures suggested by Lauterbach & Amen last fall. The proposed policies include debt, investment and purchasing. Committee favored reviewing the purchasing policy first. Chairwoman

Killey will contact committee members to decide on a special meeting date due to arrangements needed for a teleconference meeting.

**Audience Comments:** None

**Adjournment:** There being no further business to come before the Committee, **motion made by Alderman Dell and seconded by Alderman Kreinbrink to adjourn at 7:52 PM. Motion carried unanimously by voice vote.**

/s/ Denise Li, City Clerk