



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, June 3rd, 2019

Finance Chairwoman Killey called the meeting to order at 8:32 PM

Roll call was taken:

Present: Aldermen Dell & Killey; City Clerk li

Approval of Minutes: Motion made by Alderman Dell, and seconded by Alderwoman Killey, to approve the minutes from May 6 & 20, 2019. Motion carried unanimously via voice vote

Review of semi-monthly bills: Bills were reviewed to be submitted for payment approval at the Regular Meeting of June 10th, 2019.

New Business: Question was raised on an invoice to Sandwich Community Schools #430 in the amount of \$250.00 and Sandwich Park District in the amount of \$200.00. Based on the budgetary line item, Clerk li said funds were derived from the City's adjudication program. She will investigate further.

Old Business: The question on the monthly elevator invoice was again raised. Alderman Kreinbrink checked with the current vendor, Advanced Elevator, who last had a contract with the City in 2002. He is checking with other vendors for a cost comparison. He felt that given the constant use of the elevator at the Opera House, a monthly inspection probably is not unusual.

Audience Comments: Audience members included Aldermen Chmielewski, Kelleher, Kreinbrink, Redden & Surratt, Chief Bianchi, and WSPY Jim Wyman.

Audience questioned an invoice for a spectrophotometer in the amount of \$5,359.00. Audience wanted to know what it was and if the purchase included a service contract. Clerk li noted that the invoice attached to the purchase order stated it was for the sewer department and did include a 1-year service contract. She will ask Engineer Horak what a spectrophotometer is and its purpose.

Alderman Kreinbrink asked if the City has always paid the Economic Development Corp in a lump sum and what is the level of expectation from the organization. Alderman Dell, who once sat on the

board, said he had spoken with Director Jim Teckenbrock requesting a monthly economic update be provided to the Council.

Alderman Kreinbrink said he is finalizing the RFP (Request for Proposal) for auditing services. The RFP will be mailed to 18 auditors and published in the paper. Once the RFP is returned, he felt the finance committee should review and use a grading scale prior to recommending an auditor FY 2018.

Adjournment There being no further business to come before the Committee, **motion made by Alderman Dell and seconded by Alderwoman Killey to adjourn the Finance Committee meeting at 9:11 PM. Motion carried unanimously by voice vote.**

/s/ Denise Li, City Clerk