



City of  
**SANDWICH, ILLINOIS**

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**Finance Committee Minutes**

City Council Chambers

Tuesday, September 8<sup>th</sup>, 2020

Chairwoman Killey called the meeting to order at 8:27 PM.

Roll call was taken:

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

**Also Present:** City Clerk li & WSPY Correspondent Jim Wyman

**Approval of Minutes:** Motion made by Alderman Dell, and seconded by Alderman Kreinbrink, approving Finance Committee Meeting minutes of June 22, 2020; July 20, 2020; and August 3<sup>rd</sup> & 17<sup>th</sup>. 2020. Motion passed unanimously on voice vote.

**Review of Semi-Monthly Bills:** Bills were reviewed to be submitted for payment approval at the Regular Meeting of September 14<sup>th</sup>, 2020. Alderman Dell explained that the large number of Cintas invoices was due to annual inspections of extinguishers, sprinklers, exit lights, and other life safety equipment. Alderman Kreinbrink noted there appeared to be a large number of employee reimbursements. Speaking on behalf of herself, Clerk li said many of the staff will purchase Covid supplies if available during their personal routine shopping. Staff does not have access to the City's credit card nor sales tax exempt letter during non-business hours.

**Old Business:** Update on proposed purchasing policy has been tabled until September 21<sup>st</sup> due to conflicting staff schedules in obtaining additional information.

**New Business:** City Clerk li advised that due to understaffing at City Hall the past 2 weeks, she was unable to contact Attorney Buick to discuss the contract with Municode.

**Audience Comments:** WSPY Correspondent, Jim Wyman, questioned an invoice from A&B Exteriors for roof replacement in the amount of \$5,320.00. Invoice was for repairs at the sewer plant.

**Adjournment:** There being no further business to come before the Committee, **motion made by Alderman Dell, and seconded by Alderman Kreinbrink, to adjourn at 8:45 PM. Motion carried unanimously by voice vote.**

/s/ Denise li, City Clerk