

VILLAGE OF BOURBONNAIS
Finance Committee Meeting Minutes
Wednesday, May 10, 2023

1. Meeting Opening

Meeting called to order at 4:00 PM by Trustee Fischer

Discussion: A. Roll Call - Trustee Rick Fischer

Members present: Mayor Paul Schore, Trustee Bruce Greenlee, Trustee Rick Fischer, Trustee Randy King, Trustee Jeff Keast, Trustee Jack Littrell (on Zoom), and Trustee Angie Serafini. Also in attendance, Treasurer Ron Riebe, Attorney Patrick Dunn, Administrator Mike Van Mill, Assistant Administrator Laurie Cyr, Finance Director Tara Latz, Deputy Chief Dave Anderson, Public Works Superintendent Terry Memenga, Assistant Public Works Superintendent Dave Herberger, Engineer Mike Gingerich, and Admin Assistant Margie Beach

2. Review and Approve Committee Minutes

Action, Minutes: A. Finance Committee Minutes from April 26, 2023

Motion by Trustee Jeff Keast, second by Trustee Angie Serafini to approve the Finance Committee minutes from April 26, 2023, as presented.

Final Resolution: Motion Carried

Aye: Trustee Bruce Greenlee, Trustee Rick Fischer, Trustee Randy King, Trustee Jeff Keast, Trustee Jack Littrell, and Trustee Angie Serafini

3. Bill Lists

Accounts Payable: A. General Fund

> Questions on invoices were discussed and explained by Finance Director Tara Latz.

The General fund bill list was reviewed, and the Finance Committee agreed to proceed with payment of the bills at the next Regular Board meeting on May 15, 2023

Accounts Payable: B. Special Fund

The Special fund bill list was reviewed, and the Finance Committee agreed to proceed with payment of the bills at the next Regular Board meeting on May 15, 2023

4. Other Business

Discussion: A. KCCVB Community Tourism Action Plan Grant Agreement

> Mrs. Latz explained we were awarded a grant from the KCCVB for the purchase of a synthetic ice rink, and we will need signatures acknowledging this agreement and follow the necessary rules that are within the grant.

> Ms. Cyr explained the grant funds will be sent in two payments, \$25,000 at the time of the purchase, and the second \$25,000 will be sent once the equipment is delivered. We have until December 2024 to spend the funds.

Finance Committee agrees to move forward with this grant agreement and legislation will be created for the intergovernmental agreement for the next Board meeting on May 15, 2023.

Discussion: B. Flock Safety LPR Cameras Contract

> Deputy Chief Anderson explained we recently received information on the price increase for the flock cameras if \$500 per camera. Currently we are under contract until March 10, 2024 \$2,500/camera. So for 12 cameras after tit would add another \$6,000 next year if we don't lock in. Flock has offered a 5-year contract at the current pricing, and he is requesting to secure this current pricing agreement. This is billed annually, and the life span of a camera is 3-4 years, we are renting the data for the camera, if solar panel goes out it is covered by Flock, we are not covered if they are damaged. He feels it is a good product with a secure company. A map of where the cameras are located was attached (on Board Docs).

Finance Committee agrees once Attorney Dunn reviews the proposed contract for the Flock Cameras, and it is

acceptable legislation will be created this summer accepting the contract for 5-years.

Discussion: C. 2023 MFT Road Program Map & Details

> Mrs. Latz explained a map and list of streets is available on which streets will be improved this year using the MFT Road program funds (on Board Docs). Bids will be going out soon, we will be available to discuss the bids results at the next Finance meeting. Budget for MFT has already been passed.

Discussion: D. Rebuild IL Update

> Mrs. Latz provided information regarding the project using funds from the Rebuild IL program (on Board Docs). KVCC was awarded the contract last year, and they will be working on paving roads 5000 N and 6000 N to complete the list of projects using the Rebuild IL funds.

> Mr. Memenga stated the project has been started, and he has been given soft estimate costs from the contractor.

Discussion: E. American Public Works Association Conference Costs

> Mrs. Latz explained Mr. Memenga is requesting to attend a conference for Public Works in San Diego August 27-30, 2023 (on Board Docs).

Finance Committee agrees to pay for the travel expenses for Mr. Memenga to attend this conference and legislation will be created for the next Board meeting on May 15, 2023.

Discussion: F. Sponsorship Request from River Valley Special Recreation

> Mrs. Latz explained this is the first time River Valley Special Recreation has requested sponsorship for their fundraiser occurring November 2023.

Finance Committee agrees to decline their donation request at this time.

Discussion: G. Sponsorship Request from NAACP Freedom Fund Banquet

> Mrs. Latz explained we received an invitation for sponsorship to attend the NAACP October 28, 2023 banquet.

Finance Committee agrees to decline sponsorship, but will pay for Mayor Schore and a guest to attend the dinner.

5. Old Business - None

6. New Business - None

7. Public Comments - None

8. Executive Session - Not applicable

9. Adjournment and Time

Action, Procedural: A. Adjournment & Time

Motion by Trustee Jeff Keast, second by Trustee Angie Serafini to adjourn the Finance Meeting at 4:22 PM.

Final Resolution: Motion Carried

Aye: Trustee Bruce Greenlee, Trustee Rick Fischer, Trustee Randy King, Trustee Jeff Keast, Trustee Jack Littrell, and Trustee Angie Serafini

RESPECTFULLY SUBMITTED BY:

~~ Pending Board Approval ~~

Rick Fischer, Committee Chair