

CITY OF PALOS HEIGHTS



Finance Committee Meeting Minutes May 8, 2018

CALL TO ORDER

Chairman Fulkerson called the Finance Committee meeting to order at 6:30 p.m. at the Palos Heights City Hall, 7607 W. College Drive. In attendance were Aldermen McGrogan, Alderman Bylut, Alderman McGovern, City Treasurer Jim Daemicke, City Administrator Dan Nisavic, Director of Accounting Jan Colvin, and Recording Secretary Pat Sheppard.

APPROVAL OF MINUTES

Chairman Fulkerson called for a motion to approve the minutes of the Finance Committee meeting held on March 13, 2018. So moved by Alderman Bylut, seconded by Alderman McGovern. On a voice vote, the motion passed unanimously.

MORRIS ENGINEERING BILLS

Chairman Fulkerson presented invoices from Morris Engineering in the amount of \$3,637.00 for professional services, noting all funds were collected.

Chairman Fulkerson moved to approve the invoices from Morris Engineering in the amount of \$3,637.00, seconded by Alderman Bylut. On a voice vote, the motion passed unanimously.

THOMAS A. BROWN BILLS

Chairman Fulkerson presented invoices from Thomas A. Brown in the amount of 819.00 for professional services, noting all funds were collected.

Chairman Fulkerson moved to approve the invoices from Thomas A. Brown in the amount of \$819.00, seconded by Alderman McGovern. On a voice vote, the motion passed unanimously.

SOUTHWEST CENTRAL DISPATCH INTERGOVERNMENTAL AGREEMENT

Chairman Fulkerson apologized to the committee that he had not had time to review and/or make any modifications on the agreement but said he would have it done by next month's meeting. Alderman McGovern inquired how many antenna's SWCD was looking to install in the corral on the water tower. The City Administrator responded that they only needed one antenna.

COMCAST BUSINESS SERVICE ORDER AGREEMENTS

The City Administrator stated Comcast would be able to provide better communication to the pump and lift stations. There was some confusion about what the City Council had recently approved at their last meeting for the pump station upgrades. It was determined the upgrades were for the SCADA System to accommodate the alarm monitors Comcast would be bringing in. The City Administrator explained that the alarms currently ran through AT&T POTS lines. Jan Colvin stated the City would realize a savings of \$2,800 per month by switching to Comcast. She further stated there were five (5) separate service agreements – one for each pump and/or lift station site.

Alderman Bylut moved to approve the Comcast Business Service Order Agreements for the pump/lift stations, seconded by Alderman McGovern. On a unanimous voice vote, the motion carried. **AGENDA**

PERSONNEL POLICY

The City Administrator said he was proposing an amendment to the City's Personnel Policy, *Section 4.3 Sick Leave*, to coincide with the labor agreements for Police and Public Works. The additional language would allow an employee who does not elect to use their sick days for medical insurance the option to use sick days in the form of a paid leave of absence immediately preceding his/her retirement date.

Alderman McGovern moved to approve the proposed amendment to the City's Personnel Policy, seconded by Aldermen Bylut. On a unanimous voice vote, the motion carried. **AGENDA**

OLD BUSINESS

None

NEW BUSINESS

None

QUESTIONS/COMMENTS FROM THE AUDIENCE

None

ADJOURNMENT

There being no further business, Alderman McGrogan moved to adjourn. All in favor.

Meeting adjourned at 6:41 p.m.

Respectfully submitted,

Patricia Sheppard
Recording Secretary