

**City of Belleville
Finance Committee Meeting
Minutes
January 11, 2016
City Hall First Floor Council Chambers**

In Attendance

(A) Committee Members

**Joe Hazel, Alderman
Jane Pusa, Alderman
Kent Randle, Alderman
Raffi Ovian, Alderman
Phil Silsby, Alderman
Paul Seibert, Alderman
Trent Galetti, Alderman
Jim Musgrove, Alderman**

(B) Guests

**Michael Hagberg
Tony Schneider, Watts Copy Systems**

(C) Staff

**Jamie Maitret, Finance Director
Dean Hardt, City Treasurer
Royce Carlisle, WWTP Supervisor**

Chairman Silsby called the meeting to order at 7:00pm.

Chairman Silsby explained the evacuation procedures. In case of a fire everyone should go across the street and stand by the St. Clair County sign and wait for further instructions. In the event of a severe storm everyone should follow the signs and go down to the basement.

Chairman Silsby opened public participation.

Michael Hagberg questioned why the Belleville Library needs to be a separate taxing district.

Chairman Silsby asked for a motion to approve the minutes from the December, 2015 Meeting.

Motion

Alderman Hazel made a motion to approve the minutes from December 14, 2015. Alderman Ovian seconded. All attending members voted yes. The motion passed.

Approval of Watts Contract Extension

The Finance Director stated that after the packets went out the original draft had left off three machines at the firehouses. The new draft includes them and the cost will remain the same at \$2,000 per month. This is \$200 a month less than we were paying. She recommends accepting the 3 year contract extension with Watts. Discussion followed about reducing the monthly cost.

Motion

Alderman Seibert made a motion to approve a 3 year contract extension for copy machines with Watts Copy Systems. Alderman Pusa seconded. Roll call vote was taken. Alderman Hazel, Pusa, Randle, Ovian, Seibert, Galetti, Musgrove, and Silsby all voted yes. The motion passed.

Approval of Postage Machine Contract for Housing

The Finance Director explained that their current contract is up. They have received a proposal from a new company FP Mailing Solutions for a \$60.00 per month contract that includes maintenance. We will save about \$250.00 annually. Discussion followed.

Motion

Alderman Hazel made a motion to approve the postage machine contract for the Housing Department. Alderman Galetti seconded. Roll call vote was taken. Alderman Hazel, Pusa, Randle, Ovian, Seibert, Galetti, Musgrove and Silsby all voted yes. The motion passed.

Approval of Bid Modifications to Belleville Water Reclamation Facility Headworks

Royce Carlisle explained how this equipment will work. It will be able to handle heavy debris and may reduce our tipping fees over time. The Huber Tech bid was \$203,187 and met all the specifications. He recommends that the committee approve this bid. It is budgeted in the Sewer Construction Fund. Discussion followed.

Motion

Alderman Hazel made a motion to approve the bid of \$203,187 from Huber Technology for modifications to Belleville Water Reclamation Facility Headworks. Alderman Galetti seconded. Roll call vote was taken. Alderman Hazel, Pusa, Randle, Ovian, Seibert, Galetti, Musgrove and Silsby all voted yes. The motion passed.

Discussion & Approval of Investment Banking Institutions

Treasurer Hardt discussed with the committee the possibility of investing funds in a banking facility outside of the City of Belleville. He can get a more lucrative interest rate. Chairman Silsby stated that he had mixed feelings. Discussion followed. No motion was made at this time.

Budget Amendments

The Finance Director stated that these amendments were needed to complete development agreements and cover final expenses. TIF #1 was for the Colee/Artinger agreement and TIF #8 was the Bank of Belleville alley resurfacing and sidewalk work. Discussion followed.

Motion

Alderman Seibert made a motion to approve the budget amendments as recommended by the Finance Director. Alderman Ovian seconded. Roll call vote was taken. Alderman Hazel, Pusa, Randle, Ovian, Seibert, Galetti, Musgrove and Silsby all voted yes. The motion passed.

Revenue Sources

There was a question concerning the vehicle towing fees. The Finance Director said we would have to ask the Police Chief. There was another question about MFT funds. She stated that we are current with payments from the state. Discussion followed.

Motion

Alderman Randle made a motion to accept and file the revenue sources. Alderman Hazel seconded. All attending members voted yes. The motion passed.

Motion

Alderman Galetti made a motion to adjourn at 7:21 pm. Alderman Musgrove seconded. All attending members voted yes. The motion passed.