City of Belleville
Finance Committee Meeting
Minutes
March 14, 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
Bob White, Alderman Ward 6
Roger Wigginton, Alderman Ward 8
Phil Elmore, Alderman Ward 7
Mike Buettner. Ward 2
Scott Tyler, Ward 3
Mike Koziatek, Belleville News Democrat
Jack Abbott, IPMG
Brad Kreisler, Warma, Witter & Kreisler
Mike Christ, Impact Strategies
Ben Fecko, Gonzalez Co.

(C) Staff

Jamie Maitret, Finance Director
Mark Eckert, Mayor
Dean Hardt, City Treasurer
Dallas Cook, City Clerk
Eric Schauster, Economic Development & Planning
Bill Clay, Police Chief
Teresa Araiza, Police Department
Tom Pour, Fire Chief
Debbie Belleville, Parks Department
Bob Sabo, Housing Department
Jim Schneider, Human Resources

Ken Vaughn, Maintenance Department
Tim Gregowicz, City Engineer
Leander Spearman, Library
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 had complaints about the IPMG insurance and the interfund TIF transfers.

Public participation was closed.

Chairman Silsby asked for a motion to approve the minutes from the February 8, 2016 Meeting.

Motion
Alderman Pusa made a motion to approve the minutes from February 8, 2016. Alderman Seibert seconded. All attending members voted yes. The motion passed.

Motion to Approve Professional Services Contract with EDR for a Proposed Business District at 6401 W. Main
Eric Schauster explained the need to develop this property and creating the business district is probably the best way to go forward. He also stated that creating the business district would impose an additional 1% sales tax on certain items being sold on the site. The cost of the contract ($30,000) will be paid back to the City by any developer that decides to build at this location. Discussion followed.

Motion
Alderman Ovian made a motion to approve the Professional Services Contract with EDR for a proposed Business District at 6401 West Main Street. Alderman Pusa seconded. Roll call vote was taken. Alderman Hazel, Pusa, Randle, Ovian, Seibert, Galetti, Musgrove, and Silsby all voted yes. Mayor Eckert also voted yes. The motion passed.

Approval of Bids for Police Project
Ken Vaughn asked the committee to approve the landscape & irrigation bid of $77,400 from CLS Inc. for the Police Department Project.

Motion
Alderman Hazel made a motion to approve the bid of $77,400 from CLS, Inc. for landscaping & irrigation for the Police Department Project. Alderman Pusa seconded. Roll call vote was taken. Alderman Hazel, Pusa, Randle, Ovian, Seibert, Galetti, Musgrove and Silsby all voted yes. Mayor Eckert also voted yes. The motion passed.

He also asked the committee to approve the bid of $98,900 from Locker & Storage Systems Inc. for metal lockers for the Police Department Project.

Motion
Alderman Randle made a motion to approve the low bid of $98,900 from Locker & Storage Systems, Inc. for metal lockers for the Police Department Project. Alderman Seibert seconded. Roll call vote was taken. Alderman Hazel, Pusa, Randle, Ovian, Seibert, Galetti, Musgrove and Silsby all voted yes. Mayor Eckert also voted yes. The motion passed.

Approval of Medical, Dental, & Vision Insurance Renewals & Plan Changes
The Finance Director discussed the insurance renewals and changes to our current plan. She explained the recommendations from the Insurance Committee which includes increasing co-pays from $20 to $25. Implement different co-pays for ER visits. (Non-emergency co-pays would be slightly higher.) The $0 deductible plan would be eliminated and certain benefit levels such as chiropractic visits would be limited. All unions voted on these changes on the Insurance Committee. The Finance Director asked the committee to approve IPMG as the third party administrator for our health insurance coverage and ETHOS & UMED for our stop loss and aggregate carriers. Avantica would also be renewed for dental and vision coverage. Discussion followed.

Motion
Alderman Pusa made a motion to approve insurance renewals as follows: Insurance Program Managers Group (IPMG) as health insurance third party administrators, including their recommendation for stop loss & aggregate carriers, and Advantica for dental and vision insurance coverage. Also, approving staff's recommendation for plan changes. Alderman Seibert seconded. Roll call vote was taken. Alderman Hazel, Pusa, Randle, Ovian, Seibert, Galetti, Musgrove and Silsby all voted yes. Mayor Eckert also voted yes. The motion passed.

Engineering for Missionary Ventures Force Main Re-Route
Royce Carlisle asked the committee to approve the Gonzalez Company for the engineering changes to re-route the force main for Missionary Ventures at a cost not to exceed $36,535. Mayor Eckert stated that another option could be considered. Discussion followed.

Motion
Alderman Hazel made a motion to approve an engineering scope change with Gonzalez Companies for Missionary Ventures force main re-route. Alderman Pusa seconded. Roll call vote was taken. Alderman Hazel, Pusa, Randle, Ovian, Seibert, Galetti, Musgrove and Silsby all voted yes. Mayor Eckert also voted yes. The motion passed.

Approval of Demolition Bids
Bob Sabo asked the committee to approve the low bid of $57,610 from Shafer Excavating for the demolition of six properties. Discussion followed.

Motion
Alderman Ovian made a motion to approve the low bidder of Shafer Excavating for $57,610 for demolitions. Alderman Randle seconded. Roll call vote was taken. Alderman Hazel, Pusa, Randle, Ovian, Seibert, Galetti, Musgrove and Silsby all voted yes. Mayor Eckert also voted yes. The motion passed.

Approval of Postage Machine Contract
The Finance Director asked that Walz Mailing Systems be approved for the postage machine contract for the City Clerk's Office. This will save approximately $1,200 annually. Discussion followed.

Motion
Alderman Pusa made a motion to approve the postage machine contract with Walz Label & Mailing Systems. Alderman Galetti seconded. Roll call vote was taken. Alderman Hazel, Pusa, Randle, Ovian, Seibert, Galetti, Musgrove and Silsby all voted yes. Mayor Eckert also voted yes. The motion passed.

Financing for New Sanitation Truck
The Finance Director asked the committee to approve financing with the Bank of Belleville at 1.73% for three years for the 2016 Sanitation Truck. Discussion followed.

Motion
Alderman Randle made a motion to approve the equipment financing with Bank of Belleville for a 2016 Sanitation truck with Bank of Belleville at 1.73% for 3 years. Alderman Pusa seconded. Roll call vote was taken. Alderman Hazel, Pusa, Randle, Ovian, Seibert, Galetti, Musgrove and Silsby all voted yes. Mayor Eckert voted yes. The motion passed.

FY 2016-2017 Budget Discussion
The Finance Director explained the budget process and gave an overview of the major funds. The budget includes 2 new employees in the Street Department and one employee in the Parks Department. Discussion followed concerning the possibility of hiring more police officers.

The Sewer Operation & Maintenance Fund shows a loss this year. This is due to debt payments coming due and increases in operating the plant because of the expansion. Discussion followed.

The Capital Expenditures in the TIF Funds were discussed. TIF #4 and TIF #1 will expire at the end of the year. Discussion followed.

Discussion on Increasing Fines & Fees (From Legal & Ordinance Committee)
The Finance Director commented that maybe we should look at new fees instead of just raising the current ones. Several Department Heads have commented to her that other municipalities have fees that we do not have. Alderman Ovian suggested forming a committee to review the fees and implement new ones. Mayor Eckert said he hopes to be able to have more time for this in July after the City Hall renovations begin.

Mayor Eckert left the meeting.

Discussion and Approval of Investment Policy Changes
Treasurer Hardt explained the language and formatting changes in our investment policy.

Motion
Alderman Randle made a motion to approve the investment policy changes. Alderman Seibert seconded. All attending members voted yes. The motion passed.

Approval of New Investment Banking Institutions
Treasurer Hardt explained his investment strategy. He also asked the committee to approve Reliance Bank, First Bank of Dietrich & Regions Bank as new investment banking institutions.

Motion
Alderman Seibert made a motion to approve Reliance Bank, First Bank of Dietrich & Regions Bank as new investment institutions. Alderman Pusa seconded. Roll call vote was taken. Alderman Hazel, Pusa, Ovian, Seibert, Galetti, Musgrove and Silsby all voted yes. Alderman Randle abstained. The motion passed.

Budget Amendments
Finance Director wanted to clarify that the Interfund Operating Transfer in TIF #3 was not a transfer to another TIF but a transfer to the Bond Fund for the second phase of the Police Department Project.

Motion
Alderman Seibert made a motion to approve the Budget Amendments as recommended by the Finance Director. Alderman Hazel seconded. All attending members voted yes. The motion passed.

Revenue Sources
Receive and File.

Motion
Alderman Pusa made a motion to receive 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 8:35pm. Alderman Ovian seconded. All attending members voted yes. The motion passed.