City of Belleville
Finance Committee Meeting
Minutes
May 9, 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
Jim Bozsa
Allan Leving

(C) Staff
Jamie Maitret, Finance Director
Dean Hardt, City Treasurer
Eric Schauster, Economic Development & Planning
Tom Pour, Fire Chief

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.

No one wished to speak so public participation was closed.

Chairman Silsby asked for a motion to approve the minutes from the Budget Public Hearing and the Meeting on April 11, 2016.

Motion
Alderman Seibert made a motion to approve the minutes from the Budget Hearing and the Meeting on April 11, 2016. Alderman Hazel seconded. All attending members voted yes. The motion passed.

Motion to Approve Development Agreement with Allan Leving for Construction of a New Financial Services Facility Located at 4529 West Main St.
Eric Schauster showed the site plan to the committee. The City will offer sales tax exemption on building materials which would be approximately $16,000 and a property tax abatement of 50% for five years. The City will also participate in the 50-50 sidewalk program. Discussion followed.

Motion
Alderman Randle made a motion to approve the Development Agreement with Allan Leving. Alderman Ovian seconded. Roll call vote was taken. Alderman Hazel voted no. Alderman Pusa, Randle, Ovian, Seibert, Galetti, Musgrove, and Silsby all voted yes. The motion passed.

Motion to Approve the Interior Signage Bid for the Police Department/City Hall Project
Ken Vaughn asked the committee to approve the low bid of $13,671.89 from Takeform for interior signage for the Public Building Improvements Project.

Motion
Alderman Pusa made a motion to approve the low bid of $13,671.89 from Takeform for the interior signage bid for the Public Building Improvements Project. Alderman Randle seconded. Roll call vote was taken. Alderman Hazel, Pusa, Randle, Ovian, Seibert, Galetti, Musgrove and Silsby all voted yes. The motion passed.

Motion to approve the Exterior Signage Bid for the Police Department/City Hall Project
Ken Vaughn asked the committee to approve the low bid of $20,292.00 from Demond Signs, Inc for exterior signage for the Public Building Improvements Project.

Motion
Alderman Pusa made a motion to approve the low bid of $20,292.00 from Demond Signs, Inc for the exterior signage bid for the Public Building Improvements Project. Alderman Ovian seconded. Roll call vote was taken. Alderman Hazel, Pusa, Randle, Ovian, Seibert, Galetti, Musgrove and Silsby all voted yes. The motion passed.

Copy Machine/Printer Contract Adendum
The City Clerk's office requested an additional printer be added to print licenses. It's an additional cost of about thirty dollars per month. This addendum will be added to the original contract.

Motion
Alderman Hazel made a motion to approve adding the Clerk's office printer to Watts equipment rental agreement for the remainder term of the contract. Alderman Pusa seconded. Roll call vote was taken. Alderman Hazel, Pusa, Randle, Ovian, Seibert, Galetti, Musgrove and Silsby all voted yes. The motion passed.

Fire Department Fee Schedule
Tom Pour explained the fee and permit process schedule which are comparable to other municipalities. Discussion followed.

Motion
Alderman Randle made a motion to approve the New Fire Department Fire Safety Construction Permit Fee Schedule. Alderman Ovian seconded. Roll call vote was taken. Alderman Hazel, Pusa, Randle, Ovian, Seibert, Galetti, Musgrove and Silsby all voted yes. The motion passed.

Dispatch Fees
Tom Pour stated that due to the cutbacks in the 911 service the City has been approached by smaller fire districts into possibly providing dispatch services for them. The dispatch fee would be the same amount as calls that go through Cencom now. Discussion followed.

Motion
Alderman Hazel made a motion to approve offering fire dispatch services at equivalent cost charged by Cencom. Alderman Pusa seconded. Roll call was taken. Alderman Hazel, Pusa, Randle, Ovian, Seibert, Galetti, Musgrove and Silsby all voted yes. The motion passed.

Closing of 2014 Construction Fund 65 & Bank Account for Fund
The Finance Director asked the committee to approve closing the 2014 Construction Fund and bank account.

Motion
Alderman Galetti made a motion to approve closing the 2014 Construction Fund and Bank Account. Alderman Seibert seconded. Roll call vote was taken. Alderman Hazel, Pusa, Randle, Ovian, Seibert, Galetti, Musgrove and Silsby all voted yes. The motion passed.

Electric & Gas Reverse AuctionsThe Finance Director explained that the City was approached by EMEX, LLC and they put together different pricing studies. She is

asking the committee to approve EMEX, LLC to perform the electric and gas auctions. Discussion followed.

Motion
Alderman Pusa made a motion to approve using EMEX, LLC to perform reverse auctions for the City's electric and gas utility accounts. Alderman Musgrove seconded. Roll call vote was taken. Alderman Hazel, Pusa, Randle, Ovian, Seibert, Galetti, Musgrove and Silsby all voted yes. The motion passed.

Budget Amendments
The Finance Director explained the two encumbrances for asphalt patch and the shooting range at the end of the fiscal year. Discussion followed.

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

Revenue Sources
Receive and File.

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

Motion
Alderman Pusa made a motion to go into Executive Session at 7:35pm to review previous executive session minutes. Alderman Randle seconded. All attending members voted yes. The motion passed.

The committee returned to regular session at 7:42pm.

Motion
Alderman Randle made a motion to release the Executive Session Minutes from July 14, 2014 and May 11, 2015. The Executive Session Minutes from June 9, 2014 will remain confidential. Alderman Galetti seconded. All attending members voted yes. The motion passed.

Alderman Galetti made a motion to adjourn at 7:45 pm. Alderman Ovian seconded. All attending members voted yes. The motion passed.