

**CITY OF WASHINGTON  
WASHINGTON, ILLINOIS**

TO: Mayor Manier and City Council  
FROM: Finance & Personnel Committee  
DATE: June 15, 2018  
SUBJECT: Report of Proceedings of Finance & Personnel Committee Meeting Held on Monday, May 21, 2018

The meeting was called to order by Chairman Brucks at 4:34 p.m.

Present: Chairman Brucks, Mayor Manier, Alderman Cobb

Also Present: City Administrator Culotta, Controller Baxter, Treasurer Dingleline, City Engineer Andrews, Public Works Manager Schone

**AGENDA**

1. Non-member Alderman wishing to be heard on a non-agenda item – None.
2. Citizens wishing to be heard on a non-agenda item – None.
3. Approval of minutes

Alderman Cobb made a motion and Mayor Manier seconded to approve the February 18, 2018 and March 19, 2018 regular session minutes and the April 9, 2018 and May 7, 2018 special meeting minutes. A comment was made that the narrative presented by the Amdalls and referred to in the minutes should be attached. Controller Baxter indicated she would attach to the minutes. Motion carried.

4. Business Items

A. Write-Off of Uncollectible Accounts

Baxter reviewed the accounts recommended for write-off at this time. A total of \$2,849.54 is recommended for write-off from bills sent to collection between six and nine months prior to April 2018. It was noted that this is a decrease from recent write-offs and Staff is seeing a reduction in accounts sent to collection since monthly billing was implemented.

Following discussion, Cobb made a motion, seconded by Manier to recommend the City Council approve write-off of the accounts in the amount of \$2,849.54. Motion carried.

B. Property and Liability Insurance Renewal

Dennis Hermann from Alexander Murray Agency was in attendance to review the renewal proposal for property and liability insurance from Travelers. The proposal is in the amount of \$156,560 which is a 2.9% increase over the current year premium of \$152,069.

Following discussion, Manier made a motion, seconded by Cobb to recommend the City Council approve the renewal proposal of \$156,560 with Travelers. Motion carried.

C. Fire Station Restroom Remodeling

Culotta indicated that a request has been received from the Fire Department to remodel two existing restrooms into a single shower room. Two quotes were received with the low quote from Steve Wetterauer Fine Home Buildings in the amount of \$9,785. The contract indicates the City is responsible for repairs over \$1,000 and the budget for FY18-19 includes \$10,000 for this project.

Following discussion, Manier made a motion, seconded by Cobb to recommend the City Council approve this expenditure in the amount of \$9,785. Motion carried.

D. IL American Water Update

Culotta indicated that Staff are currently in discussion with IL American Water concerning Data Sharing and Shutoff Agreements. It appears at this time, that IL American is requesting additional data from our Water Department staff in excess of what was provided to Washington Estates Water Company. In addition, IL American wants to be able to request that City staff shutoff their sewer customers in the event they don't pay their sewer bill. This would be the case even in the person did pay their water bill to the City of Washington. Staff has concerns with both issues.

Following discussion, the Finance and Personnel Committee agreed that it would be much more efficient and cost effective for City staff to bill for both water and sewer and remit the sewer charges less an administrative fee to IL American, similar to the arrangement with Northern Tazewell Water Company. IL American has said that their legal counsel will not allow this arrangement. The Committee indicated that they were not interested in IL American's proposal at this time and that it should be communicated to them that the City has legal concerns over shutting off a water customer who has paid their bill.

5. Other Business – None.
6. Executive Session – At 5:05 p.m. the Committee convened in Executive Session for the purpose of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body per 5 ILCS 120/2 (c)(1) of the Illinois Open Meetings Act.
7. At 5:42 p.m. the Committee reconvened in regular session and there being no further business the meeting was adjourned at 5:42 p.m.