

CITY OF WASHINGTON WASHINGTON, ILLINOIS

TO: Mayor Manier and City Council
FROM: Finance & Personnel Committee
DATE: September 14, 2018
SUBJECT: Report of Proceedings of Finance & Personnel Committee Meeting Held on Monday, August 20, 2018

The meeting was called to order by Chairman Brucks at 4:38 p.m.

Present: Chairman Brucks, Mayor Manier, Alderman Cobb

Also Present: Controller Baxter, Treasurer Dingledine, City Engineer Andrews, Public Works Manager Schone, Planning & Development Director Oliphant, Police Chief McCoy, Deputy Police Chief Stevens, Alderman Gee

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 July 17, 2018 regular session minutes. Motion carried.

4. Business Items

A. S. Main Street (100 Block) Concrete Work

Public Works Manager Kevin Schone submitted a request to use TIF funds in the amount of \$57,075.00 to finance the S. Main Street concrete improvements from the Danforth alley to Burton Street on both the east and west sides of the street, including bringing the sidewalks on the east side of S. Main into compliance with ADA. Schone also requested consideration of TIF funds for the addition of storm sewer from the Square to the inlet at Catherine Street.

Following discussion, Manier made a motion, seconded by Cobb to recommend the City Council approve using TIF funds for the improvements on the east side of S. Main and to refer the Danforth alley and storm sewer improvements to the Public Works Committee for further review. Motion carried.

B. City Training Reimbursement Policy Review

Controller Baxter indicated that she had received policies from Pekin and was still waiting on East Peoria and Morton. It appears Pekin uses the per diem for non-police officers and direct reimbursement for police officers. She also talked to Morton Community Bank and the City could get a couple of company cards that could be temporarily authorized for employees without credit cards to use to pay meals and other training expenses.

Chief McCoy reiterated his request that police officers be given a per diem based on the GSA allowance. Baxter agreed that this would result in the least administrative burden as the payments would be taxable and thus could just be processed on the next payroll check.

Reconciliation of receipts and follow up on amounts due would not be required. She also indicated that food reimbursements are not pensionable for police pension fund purposes. For those in IMRF, however, food reimbursement would be included in wages that are pensionable and thus continuing the policy of reimbursement based on receipts may be advisable for IMRF employees.

The Committee requested that the Police Department provide a listing of employees who received meal advances/reimbursements last year so as to determine potential increased costs of changing to the per diem method.

5. Other Business – Mayor Manier requested the Committee begin reviewing the Personnel Manual.
6. There being no further business to come before the Committee, the meeting was adjourned at 5:18 p.m.