



City of Palos Heights
Finance Committee Meeting
Tuesday, January 12, 2021
6:30 PM
MINUTES

CALL TO ORDER

Chairman McGrogan called the Finance Committee meeting to order at 6:30 p.m. In attendance were Aldermen Key, McGovern, and Bylut, Treasurer Jim Daemicke, City Administrator Dan Nisavic, and Recording Secretary Margaret Carey. Also in attendance: Chuck Hankus.

APPROVAL OF MINUTES

Alderman McGrogan made a motion to approve the minutes of the Finance Committee meeting held on November 10, 2020, seconded by Alderman McGovern. On a voice vote, the motion passed unanimously.

APPROVAL OF MORRIS BILLS

Alderman McGrogan presented the Morris Engineering bills in the amount of \$396.75.

Alderman Bylut moved to accept the Morris Engineering bills in the amount of \$396.75 seconded by Alderman McGovern. On a voice vote, the motion passed unanimously.

APPROVAL OF THOMAS BROWN BILLS

Alderman McGrogan presented the Thomas Brown bills in the amount of \$507.00.

Alderman Bylut moved to accept the Thomas Brown bills in the amount of \$507.00 seconded by Alderman McGovern. On a voice vote, the motion passed unanimously.

PROPOSED DRAFT 2021 BUDGET

City Administrator Nisavic presented the draft 2021 budget. Nisavic will be retiring in February, 2021 but plans to see the budget process through. The draft already includes input from all department heads. The Committee discussed budget challenges and revenue shortfalls as a result of COVID-19. Treasurer Daemicke inquired about refinancing the Rec bond. Administrator Nisavic will research the feasibility of a refinance.

PROPOSED DRAFT 2021 APPROPRIATION ORDINANCE

City Administrator Dan Nisavic explained the Ordinance is required to file the budget with the State. The draft was distributed and discussed.

Both the 2021 Budget and Appropriation Ordinance will be placed on the February 2, 2021 City Council agenda for consideration. Alderman McGrogan will confirm with Administrator Nisavic.

GBC REPORT

Dan Nisavic explained that all balances reflect the transfers to Capital Fund. We are ahead of budget and have finished the year strong. The Committee discussed Lake Katherine. Their revenues were hit hard by COVID-19 and are underfunded for the year. Their Board will need to address this.

OLD BUSINESS

None.

NEW BUSINESSExtended COVID Sick Time under the Families First Coronavirus Response Act (FFCRA) Program

City Administrator Nisavic explained that the FFCRA program required employers to provide an additional 80 hours of sick time for employees needing it as a result of COVID-19. That program ended on December 31, 2020. Nearly ½ of our full-time City employees utilized the program. At this time, the City can voluntarily decide to extend the date until March 31, 2021. The Committee discussed.

Alderman Key moved to continue the FFCRA program until March 31, 2021, seconded by Alderman McGovern. On a voice vote, the motion passed unanimously.

COVID Vaccine / IRMA Recommendation

City Administrator Nisavic informed the Committee that IRMA, the City's risk management agency, has issued a recommendation that municipalities strongly encourage employees to get vaccinated and possibly require employees to take the COVID vaccine or be required to complete a form indicating vaccination status. He asked the Committee for their thoughts. The committee discussed and will visit the topic again in the future.

PUBLIC COMMENT – none.

ADJOURNMENT

There being no further business, Alderman Bylut made a motion to adjourn, seconded by Alderman McGovern. All in favor.

Meeting adjourned at 7:05 p.m.

Respectfully submitted,

Margaret Carey, Recording Secretary