



City of Palos Heights
Finance Committee Meeting
Tuesday, May 11, 2021
6:30 p.m.
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, Director of Accounting Jan Colvin, and Recording Secretary Lauren Koszola.

APPROVAL OF MINUTES

Alderman McGrogan made a motion to approve the minutes of the Finance Committee meeting held on April 13, 2021, seconded by Alderman Bylut. On a voice vote, the motion passed unanimously.

APPROVAL OF THOMAS BROWN BILLS

Alderman McGrogan presented the Thomas Brown bills in the amount of \$300

Alderman McGovern moved to accept the Thomas Brown bills in the amount of \$300 seconded by Alderman Bylut. On a voice vote, the motion passed unanimously.

APPROVAL OF MORRIS ENGINEERING BILLS

Alderman McGrogan presented the Morris Engineering bills in the amount of \$1,053.25

Alderman McGovern moved to accept the Morris Engineering bills in the amount of \$1,053.25, seconded by Alderman Bylut. On a voice vote, the motion passed unanimously.

REVISION TO PERSONNEL POLICY SECTION 5.3 DRUG AND ALCOHOL POLICY

Director of Accounting Jan Colvin presented the Revisions to Personnel Policy Section 5.3 Drug and Alcohol Policy

Alderman McGrogan moved to approve the Revisions to Personnel Policy Section 5.3 Drug and Alcohol Policy seconded by Alderman Bylut. On a voice vote, the motion passed unanimously.

REVISION TO PERSONNEL POLICY EMAIL AND ELECTRONIC COMMUNICATIONS POLICY

Director of Accounting Jan Colvin presented the Revisions to Personnel Policy E-Mail and Electronic Communication Policy

Alderman Bylut moved to approve the Revisions to Personnel Policy E-Mail and Electronic Communication Policy seconded by Alderman Key. On a voice vote, the motion passed unanimously.

PROPOSED THIRD AMENDMENT TO VERIZON TOWER LEASE AGREEMENT

Director of Accounting Jan Colvin explains that this is for the Verizon tower right outside the Building Department. Currently, the tower has six antennas, and they want to put up an additional three for a total of nine. Director of Accounting Jan suggested that the rent could potentially be increased. A discussion was held on how much The City should increase the rent of the additional antennas. Director of Accounting Jan Colvin suggested offering them \$700. Alderman Bylut advised starting at \$800. Director of Accounting Jan Colvin will start the negotiation at \$800 and was permitted to go as low as \$700. Alderman McGrogan made a

recommendation to add the additional antennas at \$800 per month. Alderman Bylut moved to add the additional antennas be \$800 per month. Alderman McGovern second. On a voice vote, the motion passed unanimously.

GBC REPORT

Alderman McGrogan reviewed the report. There were no questions.

OLD BUSINESS

None.

NEW BUSINESS

A. Rebate Program

Alderman McGrogan suggested that the City bring back a Rebate Program. Alderman McGrogan explained some cities are doing a facade program by broadening the use of funds for fencing on residential properties. This would make the City look nicer and make everything uniform. Alderman Key suggested that the City should change the ordinance on fencing, and instead of penalizing residents, the City could potentially pay a percentage toward the fence.

Alderman Key suggested the City do a Rebate program similar to what was done at the beginning of the Pandemic. We are giving back to the business and residents directly.

Alderman Key asks Director of Accounting Jan Colvin to bring some ideas to the next meeting on improving the rebate program and research what other municipalities may be doing to give back to the residents.

B. Rec Bond Refunding

Alderman McGovern suggested looking into any bonds that are still outstanding. Discussion on the possibility of refinancing the bond as well as paying off the Recreation Center Bond. Alderman McGrogan suggested that Treasurer Jim Daemicke and Director of Accounting Jan Colvin bring more information to the next meeting on the balances and prepayment penalties.

PUBLIC COMMENT – None.

ADJOURNMENT

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

Meeting adjourned at 7:05 p.m.

Respectfully submitted,

Lauren Koszola, Recording Secretary