



# City of Peru



David R. Bartley  
City Clerk

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## FINANCE & SAFETY SERVICES COMMITTEE MINUTES

DATE OF MEETING: August 2, 2017 TIME: 4:00 p.m.

PLACE OF MEETING: Council Chambers, Peru Municipal Building  
1901 4<sup>th</sup> Street, Peru, IL 61354

THE FINANCE & SAFETY SERVICES COMMITTEE MEMBERS PRESENT:  
Aldermen Potthoff, Radtke and Payton present; Mayor Harl present. Alderman Ferrari arrived at 4:15 p.m.

OTHER PERSONS PRESENT: City Clerk Dave Bartley, Alderman Sapienza, Finance Officer Justin Miller, City Engineer Eric Carls, Human Resource Manager Kim Reese, ASM/Police Chief Doug Bernabei, PSM/Fire Chief Jeff King and Economic Development Director Bob Vickrey.

### MATTERS DISCUSSED

Alderman Potthoff made a motion to approve the minutes of the July 19, 2017 Finance & Safety Services Meeting. Alderman Payton seconded the motion; motion carried.

The Committee reviewed and approved the disbursements for payment on August 9, 2017.

### PRESENTATION

### OLD BUSINESS

Finance Officer Justin Miller provided the following finance update:

#### FINANCE REPORT UPDATE

08/02/2017

#### 1. Credit Card Policy

- In-progress of first policy draft next meeting

#### 2. Azavar Audit

- 06/23/2017 (Completed)
  - Awaiting results

#### 3. Financial Audit

- Fieldwork Completed-timeline
  - Awaiting Final

#### **4. New Grant Procedures and Controls**

- Splash Pad
  - Agreed Upon Procedure
  - Two Options-outside audit of funds disbursed required by state follow the last disbursement
- Fraud Awareness Hotline- coordinate with Kim Reese and Dave Bartley
  - Website link
  - Phone line

#### **5. State Budget Impact**

- Updated-

Taxing Type	Budgeted	Est. Reductions	Income Loss
Home Rule Sales Tax	3,952,960	3,873,901	79,059
Income Tax (LGDF)	1,050,000	945,000	105,000
<b>Total</b>	<b>5,002,960</b>	<b>4,818,901</b>	<b>184,059</b>

#### **6. Accounts Payable Email**

- Notification-new email address accessible by Justin, Peggy and Tracy

Human Resource Manager Kim Reese provided the following update:

#### **HUMAN RESOURCE UPDATE**

**08/02/2017**

- Collective Bargaining Update with Local 150  
Next Meeting: August 23<sup>rd</sup> for Mediation
- Collective Bargaining Update with FOP  
Next Meeting: August 1<sup>st</sup> at 10AM Rescheduled to August 25<sup>th</sup> at 10AM
- Health Insurance Mtg with Brennan & Stuart Friday (7/21/17)
  - Informed the committee that Alderman Payton, Clerk Bartley and myself met with Brennan & Stuart on 7/21 and discussed options for 2018. To be proactive and explore self-funded options we are having the employees complete the Easy Apps online health insurance applications beginning Aug. 1st, however, they will need to update again in November as those applications are only active for 60 days. It was also discussed in that meeting that the City should enhance our wellness program therefore, I would like to form a health and wellness committee. We will also be meeting with a rep from another health screening company to find out what their expanded services are compared to Empower Inc. that we have been using for several years now.
- Initiate Enhanced Wellness Program
- Health Insurance Reimbursements YTD: as of June 30<sup>th</sup> is estimated at \$121,000
- Employee Manual Distribution & Harassment Training Underway

## NEW BUSINESS

Committee reviewed and recommended façade grant request for Prokup Media for property located at 2017 4<sup>th</sup> Street.

Committee discussed additional façade grant request from Duncan and Brandt due to unforeseen façade repair. Committee agreed to authorize additional amount not to exceed \$7,000.

Committee discussed a request from Jon Chamlin for clarification of the façade grant process of potential requestors. Committee instructed Clerk Bartley to coordinate with Eric Carls to send a follow up letter stating that roofing repairs are not eligible for funds and balance is not approved.

City Engineer Eric Carls confirmed that Mark Allen received a denial letter for façade grant funds for their ADA mandated ramp.

Committee discussed and approved façade grant request for All Web Promotion in amount of \$2072.50.

Committee discussed and approved remainder (approximately \$5,000) of façade grant funds to Ameriprise Financial/Hair Affair.

Committee discussed following changes to the façade grant application process and Eric Carls will review and make complete formal recommendations of changes.

- Design and Review fee
- Tenants vs owners
- Owners must be in good standing
- Improved bid language
- Fund balance
- Prevailing Wage

Alderman Payton asked for consideration to expand façade grant program outside Rt. 6 and Peoria Street.

Alderman Radtke suggested correspondence with the TIF maps.

Alderman Ferrari expressed his frustration with the façade program being limited to Rt. 6 and Peoria Street.

Economic Development Director Bob Vickery provided an economic development update.

Committee denied donation request to Starved Rock Center's 5K Run/Walk for the Kids.

## PUBLIC COMMENT

## CLOSED SESSION

Alderman Potthoff made a motion to adjourn. Alderman Payton seconded the motion. Meeting adjourned at 4:51 p.m.