

Approved 8/22/22

Village of Elm Grove
Finance and Licensing
July 25, 2022

Present: Jim Koleski, John Schindler, Tom Michalski, Ben Haas, Tom Shepherd (via ZOOM). Glenn Schrubbe absent.

Also Present: Staff members-Monica Hughes, Dave De Angelis, Tom Harrigan and Sandee Policello.

Jim Koleski called the meeting to order at 6:45pm.

Minutes

- June 27, 2022 minutes- Mr. Koleski stated that it should be noted that Mr. Schrubbe was absent. Tom Michalski and Tom Shepherd moved and seconded to approve. Motion carried.

Review and act on Resolution 072522A amending the 2022 Budget

Monica Hughes summarized the resolution that was presented. The recommendation is to amend the 2022 budget transferring funds from contingency to the appropriate department wage and benefit lines. The Village has had the practice to not specifically budget employee increases until after union contracts have been settled. This amendment transfers the approved wages for both represented and non-represented employees as approved by the Village Board. It also includes transfers for wage and health care changes due to employee turnover and changes in family status. Ben Haas and Tom Michalski moved and seconded to recommend approval to the Village Board. Motion carried 5-0.

Review and act on request to use ARPA funding for keyless door lock system

At the June meeting a proposal was made by staff for the purchase and installation of a keyless door locking system. This would enhance the building security. The capital budget for 2022 included \$27500 in funding to address the outside doors of the public safety areas. It is now being recommended that all doors including internal office doors be part of the project. This has increased the project costs to \$135,000. The police department was awarded a \$25,000 grant to be used for this project. At the June meeting there was still a question about the 2 front exterior doors and what was needed. They have now been addressed and are included in the project cost. This project would be eligible for the ARPA funding the Village received and staff is requesting approval to move forward with the project and use ARPA funding for the part not supported by the grant. Staff is also recommending the funding in the capital budget that was to be used for the lock system be allocated to replacing the phone system which is needed in 2023. Jim Koleski and Tom Michalski moved and seconded to recommend approval of the project not to exceed a cost of \$135,000 and use of the \$25,000 grant funding and \$110,000 of ARPA funds. Motion carried 5-0.

Vouchers

The following voucher lists were reviewed

Village of Elm Grove		
Voucher List		7/25/2022
BATCH NAME		AMOUNT
June 22 ACH		\$ 118,704.29
2022 June AP 2		\$ 998.66
July 2022 AP		\$ 358,893.26
Lib July 2022		\$ 9,036.50
Lib CC July 2022		\$ 3,295.01
CC July 2022		\$ 30,700.42
	TOTAL	\$ 521,628.14
Total CC		\$ 33,995.43

Ben Haas and Tom Shepherd moved and seconded to recommend approval of the above vouchers. Motion carried.

Review of Projects and Financial Statements

Staff provided additional and expanded reports to the committee with information on current Village projects and financial statements. The committee discussed the information.

Other Business

A proposed budget schedule was provided to the committee with calendar dates as requested at the prior meeting. It was determined that the Capital Fund review be on Friday September 16th at 7:30am. Committee members were asked to review their calendars and if any conflict were identified to notify Monica Hughes by the end of the week.

No other business was discussed.

Adjournment

Ben Haas and Tom Shepherd moved and seconded to adjourn at 7:30pm

Respectfully,
Monica L. Hughes