

COMMITTEE MEETING MINUTES
FINANCE COMMITTEE
Palatine Township Hall- 721 S. Quentin Road
Palatine , IL 60067
CONFERENCE ROOM
March 18, 2019-- 7 pm
MINUTES

I. The meeting was called to order at 7:05 pm by Chairperson Susan Kern when a Quorum was established, followed by the Pledge of Allegiance to the Flag.

II. In attendance were Trustee Kern, Trustee Kalkounos and Trustee Pohlman.

III. Public comment: None

IV. Discussion and Approval of Minutes

A. Finance Committee Meeting Minutes, for February 25, 2019 were unanimously approved.

V. New Business

A. Review of Fiscal 2018--2019 to date.

Financial Reports for General Assistance Fund, Town Fund, Capital Improvement Fund and Road and Bridge Funds, year end: March 1,2018—February 28,2019 were reviewed. The Trustees found all of the financial spreadsheets to be in order with the exception of a question about Town Fund line-item 1596 , Equipment Maintenance under Transportation, Administration Expense category for \$7,048.00 which had an annual budget of \$500. Review of the financial spreadsheets ending Feb.19,2019, 9 days prior to the current spreadsheet, showed “0” expenditure for this line item. Item forwarded to the Supervisor for an explanation to be provided at the next Board meeting to comply with the Open Meetings Act.

[Supervisor believes this is an error but will investigate]

B. Discussion of invoices and vouchers

The Finance Committee Trustees raised questions about two Road and Bridge Vouchers which are forwarded to the Highway Commissioner for explanation/education to be provided at the next Board meeting in compliance with the OMA.

1. Voucher/Bill 19695 in the amount of \$1,647.16 to Marlin Environmental who were engaged to perform Single Groundwater Monitoring Well lab testing. Trustees ask for explanation/education.

[R & B Commissioner reports that this is the final testing for fuel storage unit leakage]

2. Voucher 19707 in the amount of \$9.79 from ComEd for “metered street lites, 153 Wedgewood Dr., Palatine TWP”. Trustees wondered if this was for street lights and if this is a normal cost for the R & B District.

[R & B reports that this bill is for the data collection unit for weather assessment which uses Com. Ed for the electric source to run the unit]

VI. Adjourn The meeting was adjourned at 8:10 pm