

Minutes
Finance Committee
Thursday, January 11, 2007

Please note: Minutes are unofficial until approved by the Finance Committee at the next regularly scheduled meeting

Members Present: Aldermen Augustine, Ament, Moore, Mayor Chiovatero and Citizen Member Daniel Lavinio

Others Present: Mike Holzinger, Director of Finance

Meeting called to order at 6:10 PM.

Approval of minutes:

Motion by Mr. Moore to approve the June 21, 2006 minutes. Seconded by Mr. Lavinio, and approved with Mayor Chiovatero abstaining.

Old Business:

I - Financial Policies

Chairman Augustine questioned which copy was the latest document. Mr. Holzinger stated that staff will provide each member with a new, dated copy of the recommended policies.

II – Purchasing Policy

Chairman Augustine opened the discussion of the “draft” copy of the proposed purchasing policy. He wanted to know if this should be compared to all of the copies of purchasing policies that the members have been provided. Mr. Holzinger stated that he would prefer focusing on the draft copy and adjust as recommended by the committee.

General discussion followed as Mr. Holzinger went over some areas of the document. On discussing the auction administrator definition, Chairman Augustine asked if it might be better for the city to recycle the old police vehicles into the city fleet. Mayor Chiovatero stated that the city has done that in the past. However, as these are high mileage and high maintenance vehicles, it is more economical to purchase smaller vehicles for the city fleet. He added that the city has not purchased any new vehicles for the city hall fleet since 2001.

Mr. Moore suggested that instead of referring to the Mayor’s Office in several parts of the document, that it should be changed to the Mayor or his/her designee. Likewise under C (4) the wording should be changed from City Attorney’ Office to City Attorney or his/her designee. Mr. Holzinger stated that those recommended changes would be made to the whole document. Mr. Holzinger stated that the draft proposal has not been reviewed by the City Attorney and he would send a copy with the recommended changes.

Mr. Ament stated that he thought that the policy was a step in the right direction. Mr. Moore questioned if the Common Council needed to be included in the approving process as stated in C (3) and G (3). General discussion followed about the council approving the budgets and the Mayor should approve items over \$15,000 unless it is a public works project.

Adjourn

Motion by Mr. Moore to adjourn at 7:30 pm. Seconded by Mr. Lavinio and approved unanimously.

Respectfully submitted
Karin Ambrosh
Office Coordinator, Finance Dept

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