

Finance Committee Meeting

City Of Virden

City Council Chambers

Thursday March 27th , 2025

Meeting called to order by Mottershaw at 7:00 PM

Aldermen in attendance: Mottershaw, Neighbors, Donley, Mitchell, Schnetzler and Alderwoman Calloway

Absent: Alderman Bertolino and Boster

Also in attendance: Mayor George Murphy, City Clerk Jon Myint, Bookkeeper/Treasure Barry Liss

Audience: Crystal Creasy

Comments from Audience:

Crystal Creasy asked if anybody had any idea how much the clean ups cost, if citizens wanted to get together to raise money to do a Spring Clean-up.

Mottershaw checked and informed her that the one we did in the fall cost \$6085.85.

Topics:

1. Approval of Minutes

Motion made by Mitchell seconded by Schnetzler to approve minutes of 02/27/25

Motion Passed.

2. December Treasurer's Report

Barry Liss distributed the February Treasurer's report commenting on a few items since we are coming up on the year's end. The revenue to date is \$1,558,437.00 and our budget is \$2,092,023.00.

The city should make a profit in water revenue, which he think is a good sign.

He pointed out that water made \$1300.00 in February. This is the 7th month in a row that water expense has consistently been approximately \$40,000. Water was running \$55,000 to \$60,000 before the leaks were found.

Fixing the leak could be what makes water once again generate a profit or at least be able to stay in the black.

Mottershaw moved, seconded by Schnetzler to recommend to the City Council to pass the February Treasure's Report.

Censuses passed

3. MTF Reimbursement

During Virden's compliance review two discrepancies were found between the paperwork submitted and the amount transferred from the MFT account. In 2019 there was a transfer of \$424.70 more than what was spent in 2019. In February 2021 there was a transfer of \$831.54 more than what spent in 2020. Both of the over expenditures will need to be refunded to the MFT fund.

Motion made by Mitchell seconded by Mottershaw to send a recommendation for approval of refunding \$424.70 for the year 2019 and \$831.54 for the year of 2020 to the MFT fund to the City Council.

Motion approved.

4. Budget

The Director of Public Works requested (thru Mottershaw) that under Sanitation, Weed & Insect Control needs an increase of \$1500.00. The change is due to an increase in prices. This would bring the budget for the Weed & Insect Control line item to \$10,500.00 and the City's budget of \$1,965,258.00

Discussion:

Continued talks with the Telecommunicators Representatives is still needed.

Chickens, Code Enforcement, and an Ordinance change or addition

Derelict homes

Getting status reports from Craven

Mottershaw asked about the nonunion staff pay raise and stated that their raise, if any, should be retroactive to the 1st of May. The Council agreed.

5. Water Meters

Garry Etter had put an updated count for water meters in everyone's mailbox earlier in the day. The new count also included the meters he needed for the housing project. The total cost for the meters is estimated at \$657,690.00.

Motion made by Mottershaw seconded by Donley to recommend to the Council to purchase the water meters and equipment from Core&Main the Sensus brand for \$657,690.00

Motion passed.

Discussion on the following:

When the Base Station is installed, what does "installed or installation" mean?

Brian from Benton and Associates just wanted to know how to draw up the contract and had several questions, since a contractor is installing the meters.

Who will be supplying the gaskets needed?

On the big meters is the contractor supposed to supply the gaskets and the bolts to put them together?

For the residential meters, the city purchases and provides, will they be provided to the contractor with the required gaskets for the installation or what does the contractor need to provide?

Do the required gaskets come with the meters?

If during the installation process, a meter yoke is found in need of repaired or replacement, will the city provide all the materials and do the work, or will the contractor need to provide and do all that is needed? How will this be handled?

If during installation, a meter pit is found damaged or needs some type of repair or replacement will the city do it or will the contractor be doing the repair/replacement?

If a leak occurs at a location on a service other than the actual meter connection how is this to be handled? Is the city going to immediately repair the leak if they determine there's a leak?

If excavation is required who is to do surface restoration, grass seed, road repairs etc.

The contractor will have nothing to do with the Base Station and installation, which will be a separate contract between the city and a supplier.

6.CD Renewal

Mottershaw spoke about the CD renewal. There was supposed to be three of them. The \$100,000 water one at CNB which will rollover to a new CD. He has the checks for the other two. Since the updated number for the water meters came in, he believes its better cash them in now, so they can be used on the upcoming projects.

Motion Made by Mottershaw seconded by Schnetzler to recommend to Council that the Water CD be renewed and resend the motion to renew the \$70,000 CD at Prairie Bank and Trust and cash it in.

Discussion was held.

Motion passed

7.Public Works Line Item Transfer

The Public Works Director request line item transfers of \$5000.00 from line 4002 and \$1500.00 from 4004 to line 4006. This transfer is to pay for the recent annual maintenance work done on the Vac truck.

Motion made by Mottershaw, seconded by Schnetzler to recommend the City Council to make the line item transfers as requested by Public Works Director.

Motion passed

Executive Session:

None

Additional:

Donnie Hutchinson needs an address, for a lot that is off the easement, which could be Liberty Court. Until the city names the easement, 911 and/or the Post office will not assign an address.

Mayor Murphy will consult with Craven, 911 and the Post Office to get an address assigned.

Motion made by Schnetzler seconded by Mitchell to adjourn at 8:12 PM.

Consensus passed.

Jonathan J. Myint
City Clerk

Date Approved: