

# City of Rock Falls

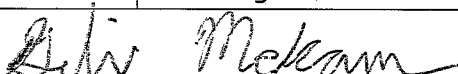
## Finance Committee Meeting Minutes

Date: 07/27/2021

Members		Also Attended	
Chairwoman McKanna	P	Administrator Blackert	
Alderman Wangelin	P	Mayor Kleckler	
Alderman Doane	P	Alderman Babel	
Alderwoman Devers	P	Alderwoman Sobottka	
X-Attended A-Absent			

Ordinance/Topic	Discussion	Plan of Action
Call to Order	<ul style="list-style-type: none"> <li>Meeting was called to order by Chairwoman McKanna at 5:30 p.m.</li> </ul>	
Public Comment	<ul style="list-style-type: none"> <li>None</li> </ul>	
Approve Minutes	<ul style="list-style-type: none"> <li>Chairwoman McKanna moved to approve the minutes of the June 29, 2021 minutes, second by Alderman Wangelin, motion carried.</li> </ul>	Minutes Approved
New Business	<ul style="list-style-type: none"> <li>A. Utility Write-offs. The committee reviewed the write-offs for April 2021 through June 2021. A motion was made by Alderman Wangelin to approve the write-offs and forward to City Council for approval, second by Chairman McKanna, motion carried.</li> <li>B. Administrator Blackert presented the committee with the current situation in the Tourism Committee. There are two voting members of the committee who belong to entities that request event sponsorship funds from Tourism. In the past, these requests have been approved by the Tourism Committee but the Administrator would now like all future grant requests for funding from entities who have a voting member on the Tourism Committee to be approved by the Finance Committee instead of the Tourism Committee. In addition, any adjustments to increase the budgeted monies designated for grants through Tourism will need to be approved by Finance instead of Tourism. A motion was made by Chairman McKanna to have the Finance Committee approve all future grant requests from entities who have a voting member on the Tourism Committee and that all future budget increases in line items for grant requests will be approved by Finance, second by Alderman Doane, motion carried.</li> <li>C. Administrator Blackert presented to the committee that the current Deputy Clerk, Michelle Conklin has been attending the City Council meetings and doing the minutes since March of 2019 without the \$3,600. per year compensation designated for the City Clerk. Administrator Blackert ask that the committee approve back payment of those wages from March 2019. The committee discussed at length whether Ms. Conklin should receive back payment and how much back payment should be paid. Several ideas for back payment were suggested. Mayor</li> </ul>	<p>A. Forward write-offs to City Council</p> <p>B. Applications from entities who vote will go to Finance for approval moving forward.</p>

	<p>Kleckler raised concerns that paying Ms. Conklin may lead to other employees coming forward to ask for compensation that they believe that they are entitled to be paid. Administrator Blackert also raised the issue that Ms. Conklin was appointed as Deputy Clerk by Clerk Arduini and that a resolution was passed after Clerk Arduini's passing giving Ms. Conklin, as Deputy Clerk, all the powers and responsibilities of the City Clerk until a Clerk was appointed. Pam Martinez was appointed as Clerk by Mayor Wescott in April of 2021. During Ms. Martinez's time as Clerk, no appointment was made for Deputy Clerk. Mayor Kleckler assured the members that an appointment for City Clerk was forthcoming. A motion was made by Chairman McKanna to pay Ms. Conklin for the period starting January 1, 2020 through July 31, 2021 in the amount of \$5,700 and going forward starting in August 2021 to pay Ms. Conklin \$150 per council meeting that she attends. A second was made by Alderman Doane, motion carried.</p> <ul style="list-style-type: none"> <li>• D. Administrator Blackert spoke to the committee regarding the need to amend the travel policy to clearly define the word "travel". Administrator Blackert spoke to her concerns of reimbursing an elected official for in-town mileage for doing duties as liquor commissioner when the newly created wage of \$3,600 for liquor commission was instituted for time and expenses while carrying out the duties of liquor commissioner. She also spoke to her concerns regarding allowing in-town mileage would lead to all Rock Falls elected officials being able to turn in mileage for driving around town and that she as City Administrator and enforcer of the travel policy had no ability to verify those expenses. The committee discussed in length whether there should be changes to the travel policy and what expenses should be allowed. Mayor Kleckler suggested the creation of an Elected Officials reimbursement policy. Chairwoman McKanna asked that all members of the City Council submit ideas for reimbursement policies to her by Friday, August 20<sup>th</sup> prior to the next Finance Committee for consideration at the next meeting.</li> </ul>	
Committee Member Items	<ul style="list-style-type: none"> <li>• Alderman Wangelin asked if members of the council had to have permission to record a meeting. Administrator Blackert stated the City can't prohibit someone from recording a public meeting but that only the official record keeper can make a verbatim recording of an executive session and although they can't prohibit a member of the Council recording an open meeting that it would be courteous for the member recording to inform the other members, but there is nothing that can be done if they don't.</li> </ul>	
Adjournment	<ul style="list-style-type: none"> <li>• Chairwoman McKanna moved to adjourn, second by Alderman Wangelin, motion carried</li> </ul>	Adjourned at 6:25 p.m.

  
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 Chairwoman McKanna