

**Village of Waterman
Finance and Personnel Committee
Meeting Minutes
Waterman Village Hall
215 W. Adams St.
Waterman, IL 60556
Thursday, February 3, 2022 at 5:30PM**

Meeting called to order by Trustee Feitlich at 5:36PM

Roll Call: Trustee Radtke, Trustee Pearson, Trustee Feitlich, Guest Village Manager Nykaza, Guest Village Clerk Pool

New Business:

Approved meeting minutes from December 13, 2021. Passed 2/0.

Discussed property tax levy adjustment to recapture adjustments for certificates of error. Recommend moving forward with the adjustment and creating a separate GL line in the adjustment.

Discussed time off requests. Employees need to fill out time off sheets. Failure to do so will result in a written warning in their personnel file.

Discussed village manager's vacation status. Confirmed with committee she has 3 weeks of vacation.

Discussed holiday pay. Employees have 84 hours of holiday pay. If an employee takes a holiday pay, it should be deducted at 8 hours moving forward.

Discuss village manager third quarterly review. Working with Ryan homes. Working with engineer on upcoming planning and funding. Worked on hiring a new accountant. Completed next newsletter. Completed zoning maps. Completed funding request for NCICG through State of Illinois. Working on lawsuits and ongoing sewage project. Completed records disposal. Facebook page up and running. Working on park projects at Garfield Park and Lion's Park. Working with streets and sidewalks for upcoming repairs, improvements. Goals for the future: economic development, website, additional infrastructure projects, and emergency procedure manual.

Discuss upcoming budget. Try to streamline the budget and improve the organization. Would help to have a disciplined budget model.

Old Business:

Discussed retirement contribution correction. Six of the eight have not responded yet. Will not respond. Village manager will reach out to attorneys to see what next steps.

Discussed updates on audits. 2018 is moving much faster. Finalizing this audit.

Public Comment:

None.

Adjournment: Meeting was adjourned at 6:37PM.



Submitted by:

Dr. Sarah Radtke, Village Trustee