

**CITY OF WILMINGTON**  
**FINANCE, ADMINISTRATION & LAND ACQUISITION COMMITTEE**  
**March 20, 2024, at 6:30 p.m.**  
**Wilmington City Hall, Council Chambers**  
**1165 S. Water Street, Wilmington IL**

**Committee Members in Attendance**

Co-Chair, Kevin Kirwin  
Co-Chair, Ryan Jeffries  
Dennis Vice  
Jonathan Mietzner  
Thomas Smith<sup>(6:45 pm)</sup>

**Committee Members Absent**

Leslie Allred  
Ryan Knight

**Other City Officials in Attendance**

Mayor Ben Dietz, City Administrator Jeannine Smith, Finance Director Nancy Gross, Public Works Director James Gretencord, Chief of Police Adam Zink, and Deputy City Clerk Joie Ziller

The Finance, Administration & Land Acquisition Committee meeting was called to order at 6:30 P.M. by Alderperson Kirwin.

**Public Comment**

No public comment was made.

**Approve Previous Meeting Minutes**

Alderperson Mietzner made a motion and Alderperson Holmes seconded to approve the February 20, 2024 meeting minutes as written and have them placed on file.

Upon roll call, the vote was:

**AYES:**        5    Mietzner, Holmes, Kirwin, Jeffries, Vice

**NAYS:**        0

**ABSENT:**    3    Smith, Allred, Knight

The motion carried.

**Review and Consideration to Approve the Accounting Reports**

The Committee reviewed the accounts payable report and agreed that this be approved at the March 20, 2024 Council meeting. Director Gross also provided the Committee with the monthly Summary of Utility Billing Memo. Director Gross also provided the Committee with a memo from Lauterbach & Amen, LLP regarding the status of the annual financial report for fiscal year 2023.

**Presentation by PMA Financial Network, LLC**

Representatives from PMA Financial Network Lisa Nusko and Courtney Soesbe distributed their overview of financial services their firm is able to provide. After some discussion, the Committee agreed that administrative staff should move forward with working out an agreement and bring the final agreement to the Council for full approval.

**Review and Consideration to Approve Invoices Relating to the State of Emergency at a Total of \$1,890.54**

The Committee reviewed the memo and supporting information as presented in the agenda packet and agreed to place this item on the March 20, 2024, City Council Consent Agenda for full approval.

**Review and Consideration to Approve the Proposal from Chamlin & Associates to Complete the Design Phase and the Construction Phase Engineering of the Needed Improvement to the Water Treatment Plant Lime Lagoon Casing and Catwalks for a Total Cost Not to Exceed \$15,000**

The Committee reviewed the memo and supporting information as presented in the agenda packet and agreed to place this item on the March 20, 2024, City Council Consent Agenda for full approval.

**Review and Consideration to Approve Payment to Brightly Solutions in the Amount of \$6,831.96 for Asset Essentials Services**

The Committee reviewed the memo and supporting information as presented in the agenda packet and agreed to place this item on the March 20, 2024, City Council Consent Agenda for full approval.

**Other Pertinent Information**

No other pertinent information was discussed.

**Adjournment**

The motion to adjourn the meeting was made by Alderperson Holmes and seconded by Alderperson Smith. Upon voice vote, all yes, and the motion carried. The meeting was adjourned at 7:06 P.M.

Respectfully submitted,

Joie Ziller  
Deputy City Clerk