

Finance Committee  
Minutes  
September 30, 2020

Members present: Gale, Gremel, Myers

Members absent: none

Staff present: Edmondson, Scott, Holton

Public: none

Special meeting called to order at 10:00 a.m.

Clerk Scott gave an update on the Marina project. When the State approves the design plans, the Village will need to open the bidding process. Multiple contractors will be working on various pieces of the project (electrical, plumbing, and mechanical; fuel; building and structural) which will require separate bids. Coordinating contractor activities will be critical to complete the project on schedule. The Village will act as the general contractor. Machin Engineering submitted a proposal to act as the construction administrator and assist with the required bidding process. Funds are available in the Marina budget. The Finance Committee recommends accepting the proposal.

The Committee reviewed a Phase II Environmental Survey Assessment proposal from Gosling Czubak Engineering Services (GCES). The proposal references two (2) Underground Storage Tanks on the property that the Village has not been able to identify or verify. If the location of the USTs is in error, some of the soil boring may not be necessary. The Committee wishes to proceed with the Phase II Assessment by carrying out all necessary soil borings. Tom Gremel will follow up with GCES to determine the original source of the UST information to clarify how many samples will need to be taken.

The committee also learned that the Clerk continues to find discrepancies in the Marina financial reports. The most recent shows a \$3,000 discrepancy that has not been reconciled. The Waterfront Committee is also aware of the matter.

The meeting was adjourned at 10:54 a.m.

Submitted by,

Jane Gale, Chair