

**The UTILITIES, SAFETY & ENVIRONMENT and
FINANCE COMMITTEES held a JOINT MEETING on
Monday, November 10th, 2025 and began at 6:00 P.M.**

FINANCE PRESENT: Chair Tollett, Cerra, Schneider, Siwierka
COM DEV PRESENT: Chair Schneider, Mitchell, Oswald, Callahan
UTILITIES PRESENT: Chair Mitchell, Stewart, Oswald
EXCUSED ABSENCE: Davis, Armstrong, Lipian

OTHERS PRESENT: Law Dir Deery, Safety Svc Dir Pyanowski, Mayor Brubaker, Finance Directors Pileski and Farrell, Public Works Supt Conner, Parks Dir Reardon, Building Official Farkas, CD Dir Scott, CD Mgr. Almabayyed, Muni Court Clerk Rothgery

1. The matter of approval of meeting minutes from the Joint Utilities and Finance Committee Meeting, on October 27th, 2025, as circulated on 10/4/2025.

Utilities Committee ~ Motion made by Mr. Oswald and seconded by Mrs. Mitchell to approve the said Joint Meeting Minutes.

Finance Committee ~ Motion made by Mr. Cerra and seconded by Mr. Schneider to approve the said Joint Meeting Minutes.

MOTION CARRIES BY BOTH COMMITTEES

2. The matter of a one-year renewal agreement with Utilitec/Doxim for the processing of Utility and Stormwater bills.

Referred By: Public Works Supt Conner

Supt. Conner said they are asking for a one-year renewal of this company who does the printing and postage for the utility and stormwater bills. The amount will be not to exceed \$70,000 for a 12-month period.

Mr. Oswald asked if there is an increase in what is charged for these billings?

Supt Conner said it's a consumer price index percentage which is 2.9 and that comes to about \$250.00 per month.

Mr. Schneider asked if there would be a discount if we were to combine the storm and utility bills together?

Supt Conner said there would be less pieces so the cost would be less.

There were no further questions and Chair Mitchell read the committee report and asked for a motion:

Utilities Committee:

Motion made by Mr. Stewart and second by Mr. Oswald to authorize an ordinance authorizing the Mayor to enter into the 'said' renewal agreement and not to exceed \$70,000, emergency clause is requested.

MOTION CARRIES

COMMITTEE REPORT WRITTEN

Chair Tollett asked for a motion:

Finance Committee:

Motion made by Mr. Cerra and second by Mr. Schneider to authorize an ordinance authorizing the Mayor to enter into the 'said' renewal agreement and not to exceed \$70,000, emergency clause is requested.

MOTION CARRIES

COMMITTEE REPORT WRITTEN

Mrs. Siwierka asked what is the percentage of customers paying paper versus electronic, is there a way to encourage electronic billing so we are paying less?

Supt. Conner said it's probably about 30 to 35 percent of customers who get e-bills. And some customers get both e-bills and paper bills. We can have a message included with the bills to say they are receiving both and ask the customer choose one way or the other.

Dir Pyanowski said they can remind customers to say that e-bills are available and see if that helps. Some customers might not be aware they are receiving both. We can also do some promotions to ask if a customer wants automatic payment.

There is no further business to come before the Utilities Committee and Chair Mitchell asked for a motion to adjourn the Utilities portion of this evening's meetings.

Mr. Oswald moved, seconded by Mr. Stewart to adjourn the Utilities Committee Meeting at 6:10 P.M.

MOTION CARRIES

The evening's meetings continued with Community Development and Finance.

The Next Utilities Meeting is scheduled for Wednesday, November 19th, 2025 or Joint Utilities with Finance Meeting would be scheduled for Monday, November 24th, 2025.

Respectfully Submitted by,
Colleen Rosado, Clerk Secretary/Administrative Assistant