

**CITY OF WILMINGTON**  
**FINANCE, ADMINISTRATION & LAND ACQUISITION COMMITTEE**  
**Tuesday, February 15, 2022 at 6:30 p.m.**  
**Wilmington City Hall, Council Chambers**  
**1165 S. Water Street, Wilmington IL**

**Committee Members in Attendance:**

Ryan Knight  
Leslie Allred  
Dennis Vice  
Thomas Smith

**Committee Members in Attendance via Zoom:**

Co-Chair, Ryan Jeffries

**Committee Members Absent:**

Co-Chair, Kevin Kirwin  
Todd Holmes  
Jonathan Mietzner

**Other City Officials in Attendance:**

Mayor Ben Dietz, City Administrator Jeannine Smith, Finance Director Matt Hoffman and Deputy City Clerk Joie Ziller

The meeting of the Finance, Administration & Land Acquisition Committee was called to order at 6:30 P.M. by Mayor Dietz.

**Approve Previous Meeting Minutes**

Alderman Allred made a motion and Alderman Smith seconded to approve the January 18, 2022 meeting minutes as written and have them placed on file. Upon the voice vote, all yes, motion passed.

**Review Accounting Reports**

The Committee reviewed the reports as presented by Finance Director Hoffman.

**Review Utility Billing Report as Presented by Finance Director**

The Committee reviewed the memo Finance Director Hoffman prepared. The memo will be attached to the final version of the minutes for future reference.

**Review and Approve Purchases for Water Treatment Plant**

- iHydrant Retrofit Kits  
The Committee reviewed the purchase request and approved the purchase from Underground Pipe & Valve in the amount not to exceed \$2,900
- Noise Loggers  
The Committee reviewed the purchase request and approved the purchase from Subsurface Solutions in the amount not to exceed \$2,829

**Other Pertinent Information**

None

**Public Comment**

No public comment was made.

**Adjournment**

Motion to adjourn the meeting was made by Alderman Knight and seconded by Alderman Allred. Upon voice vote, all yes, the motion carried. The Meeting was adjourned at 6:44 P.M.

Respectfully submitted,  
Joie Ziller  
Deputy City Clerk



# MEMO

**Date:** February 15, 2022  
**To:** City of Wilmington Council  
**From:** Matt Hoffman, Finance Director  
**Re:** Utility Billing

As of 02/01/22 we have a total of 564 accounts with past due balances. This is a decrease of around 10% (65) vs. December. The majority of these accounts are 30 days past due, comprising 66% of all delinquent accounts. Accounts that are more than 30 but less than 60 days past due make up an additional 21%.

In an effort to aid our community during the pandemic those households that find themselves unable to pay their bill fully have been offered the option to setup a payment plan. As part of any payment arrangement, we suspend interest and penalties until the balance is paid in full.

We have replaced 207 meters since the meter replacement program began in late July of 2021. Of those meters replaced, 171 were residential and 36 were for commercial properties. The current estimated meter count stands at 220.

	Days Past Due				Total #	Total \$
	30	60	90	120+		
JAN	375	120	46	23	564	
	\$ 54,257	\$ 14,143	\$ 6,747	\$ 37,186		\$112,334

Total # of Accounts: 2,793  
% of Accounts Diligent: 20%

	#	\$
% 30 Days Past Due	66%	48%
% 60 Days Past Due	21%	13%
% 90 Days Past Due	8%	6%
% 120+ Days Past Due	4%	33%