VILLAGE OF PEOTONE
ADMINISTRATIVE OVERSIGHT COMMITTEE MINUTES
Minutes of August 18, 2025

CALL TO ORDER, ROLL CALL

The Administrative Oversight Committee was called to order at 2:00pm at the Municipal Complex Hall, 208 E. Main Street, Peotone, Illinois, by the Committee Chair, Trustee Gary Hudson. In attendance were Trustee Hudson, Trustee Bowden and Trustee Sluis. Also present was Mayor Vieaux, Village Clerk Hartwell, Village Administrator Palmer, Financial Consultant Mampe and Trustee Sandberg.

MINUTES

Motion by Bowden, Second by Sluis to approve the Administrative Oversight Committee minutes from July 14, 2025. All voting Yes; Motion Carried.

PUBLIC COMMENT - None

DISCUSSION ON NEW FINANCE SYSTEM

The Administrator explained that he wanted to start a discussion at the Committee level and that the Village currently uses Locis software and is having challenges with payroll and the building department resulting in an increase in manual work and inefficiency. He explained that Locis is a small company with one developer and that they do not look at development from a user's perspective. He stated that reporting is very involved and not outward facing for customers and there is no employee portal access. He stated that the software works but not very well and he would like to move towards a more streamlined process. The programs he has been researching are more than just a finance system and are more of an ERP (Enterprise Resource Planning) system that includes more reporting options, are more visible to the public and have building department functions built in. The cost would be $20,000 a year for licensing and $45,000-$60,000 for conversion and data with a 6-9 month implementation process.

The Mayor stated he feels that business registration fees could be increased to help offset the cost and Financial Consultation Mampe stated the contractor registration fees could also be increased.

Trustee Bowden inquired if the Village needs a new system and if BS&A is necessarily the one to go with, he also asked what functions it entails. Financial Consultant Mampe replied that it will do H/R, accounting, A/P, A/R, budget reports, payroll, onboarding processes, employee records, posting jobs, work orders, community development and that it integrates with GIS. It would not integrate with police ticketing as they utilize a separate program. Trustee Bowden replied that he would like to see a few more options and have it brought back for a recommendation.

Administrator Palmer stated there will be further investigation done into additional systems and then it will be brought back to the committee.

GENERAL DISCUSSION – None

ADJOURNMENT-Motion by Sluis, Second by Bowden to adjourn the Administrative Oversight Committee meeting at 2:50pm. All voting Yes; Motion Carried.