

**FINANCE COMMITTEE MEETING
NOVEMBER 9, 2010**

Chairman, Gary Maitland called the meeting to order at 7:03 pm.

Members present: James Coppernoll, Stephen Appell

Also present: President Claeysen, Village Clerk, Nancy Belt, Chief Todd Houde, Treasurer, Karen Melloch, David Schroeder, David Nord, Scott Kramer, Sally Hollembeak, Joe Caveny

Gary Maitland moved to adopt the agenda adding:

- Part-time Public Works Employees
- Police Department's Overtime Report

Stephen Appell seconded. Motion carried by voice vote.

Gary Maitland moved to approve the minutes of October 12, 2010. James Coppernoll seconded. Motion carried by voice vote.

TREASURER'S REPORT

Karen Melloch presented the committee with the October General and Water funds profit & loss summaries. Karen noted that the summary reflects decrease in salaries & benefits expenditures. President Claeysen noted that the salary reduction is due to public works not rehiring an employee. Gary Maitland thanked Karen for providing the committee with a complete profit and loss documents, and also a financial projections document.

PAYMENT OF THE BILLS

Gary Maitland moved to send to the village board authorize payment of all bills signed and approved by the finance committee on November 9, 2010. Stephen Appell seconded. Motion carried by voice vote.

BUDGET CALENDAR

Gary Maitland announced that according to the November Budget Calendar the board should be reviewing: Long Range Capital Improvements Ordinance & Tax Abatement Ordinances. President Claeysen said that he spoke with Attorney Jim Stevens requesting the tax abatement ordinances to be presented at the December 2, 2010 board meeting. He also informed the committee that he will be meeting with PWD Joe Caveny to review the capital improvements projects now that the sales tax referendum has passed.

HOLIDAY EVENTS: Nancy Belt was asked to contact Backyard Bar & Grill for reservation on December 21st, 2010.

PUBLIC WORKS TRAINING

Joe Caveny informed the committee that the public works department is required to be trained in servicing traffic signals and will be requesting attendance at the April 2011 sessions.

ADMINISTRATION DEPARTMENT TEMPORARY EMPLOYEE

David Nord requested that the committee again consider hiring back Kay Eagleson starting at \$12.00 an hour, 12:00 noon to 5:00 pm. Monday thru Friday. James Coppernoll moved to send to the village board authorizing David Nord to hire Kay Eagleson at \$12.00 an hour 12:00 noon – 5:00 pm. Monday thru Friday. Stephen Appell seconded. Motion carried by voice vote.

SANTA EVENT

Scott Kramer requested the budgeted amount of \$350.00 for the Santa Event held on November 28, 2010. Gary Maitland moved to authorize a check in the amount not to exceed \$350.00 for the Santa Comes to Town event. Stephen Appell seconded. Motion carried by voice vote. Scott noted that he will contact office staff if donations are provided.

PART-TIME SEASONAL EMPLOYEES

Joe Caveny requested to hire seasonal snowplow employees with additional training time. Gary Maitland moved to send to the village board authorizing Joe Caveny to hire employees for seasonal snowplowing. Stephen Appell seconded. Motion carried by voice vote.

POLICE DEPARTMENT OVER-TIME

Chief Todd Houde presented the committee with Cherry Valley Police Department's over-time & part-time report. Chief Houde requested additional dollars for man-power in order not to cut back on community services for the remaining fiscal year. Gary Maitland moved to send to the village board authorizing Chief Houde transferable budgeted dollars of \$13, 000.00 for over-time usage as long as the police budget does not exceed the bottom line. Stephen Appell seconded. Motion carried by voice vote.

President Claeysen asked Chief Houde for a more detailed report showing expenses and other sources of revenues.

PRESIDENT'S REPORT

President Jim Claeysen announced that the sales tax referendum was approved by 79% of the voters. President Claeysen informed the committee that Nancy Belt has drafted the resolution to establish the tax, which has been approved by our legal staff, once adopted by the village board a certified copy has to be filed with the IDOR before April 1 for the tax rate to take effect July 1st, 2011. The resolution will be presented at the December 7th board meeting under president's report.

ADMINISTRATOR'S REPORT

David Nord informed the committee that the village received 386 administrative assistant employment applications and asked their opinion regarding sending response letters. It was the consensus not to send out response letter due the cost and place a notice on the web-site that the village will not be sending out response letters.

Gary Maitland moved to adjourn the meeting at 7:58 pm. James Coppernoll seconded. Motion carried by voice vote.

Recorded by: Village Clerk, Nancy L. Belt

Minutes approved by Chairman, Gary Maitland November 10, 2010