

**VILLAGE OF CHERRY VALLEY, IL
FINANCE COMMITTEE MINUTES
JUNE 11, 2013**

Chairman Gary Maitland called the meeting to order **8:00PM**. A Roll Call was taken.

STEPHEN APPELL	PRESENT
JOANN HUDSON	PRESENT
GARY MAITLAND	PRESENT

Also present: Village President Jim Claeysen, Chief of Police Todd Houde, Sgt. Mike Neville, Village Treasurer Karen Melloch, Village Trustees Nancy Belt, Sally Hollembeak and David Schroeder, Director of Public Works Chuck Freeman and Village Clerk, Dana Ward.

ADOPT THE AGENDA: Gary Maitland moved to adopt the amended Agenda with the following changes; under NEW Business strike items 7.) Sales Tax Rebate, and 9.) Conduit Insurance Bond Offer. Stephen Appell seconded. All “Aye”; none opposed. Motion carried by voice vote.

APPROVE THE MINUTES: Gary Maitland motioned to approve the Minutes for May 14, 2013. Stephen Appell seconded. All “Aye”; none opposed. Motioned carried by voice vote.

TREASURER’S REPORT: Karen Melloch. Treasurer Karen Melloch submitted an updated monthly statement for May. The sales tax report was received. The 1% sales taxes look good. Income tax came in high at \$53,000. Overall, on taxes, the Village is doing well. She also reported on the shortage of staff in the office. All personnel are working very hard to process a high number of permit requests and mowing violations. Lunches and breaks are being skipped.

PUBLIC COMMENT: None.

UNFINISHED BUSINESS:

1. Development of website. The website development continues. With the computer issues and shortage of personnel there has been little movement since last reported. Karen Melloch stated that she met with Kathy Trimble, Todd Houde and Chuck Freeman regarding the tabs. She asked that the Committee members have any suggestions please submit them to her. Entre Computers is the website developer.

NEW BUSINESS:

1. Gary Maitland asked that all Members review the bills.
2. Gary Maitland moved to approve the bills in the amount of \$129,286.87 and forward to the Village Board 6/18/13 for payment. JoAnn Hudson seconded. All “Aye”; none opposed. Motion carried by voice vote.

VILLAGE OF CHERRY VALLEY, IL
FINANCE COMMITTEE MINUTES
JUNE 11, 2013

NEW BUSINESS: (Continued).

3. Budget Calendar.
 - a. Audit conducted. The auditors are finished and will be making a presentation next month. Karen Melloch stated that the auditors are finished with the Village's financials and are waiting for information regarding the Police Pension. They will forward a copy of their report and are expected to make a presentation at the July 9, 2013 Finance meeting.
4. Gary Maitland moved to authorize the 2005B Bond interest payment before July 1, 2013, in the amount of \$16,120 and forward to the Village Board 6/18/13 for approval. The dollars have been transferred from line item 5283 of the Capital Improvement Fund to the 2005B Project Fund. Actual payment will be from that fund. JoAnn Hudson seconded. All "Aye"; none opposed. Motion carried by voice vote.
5. Gary Maitland moved to authorize the 2012 Bond interest payment before July 1, 2013, in the amount of \$10,293.33 and forward to the Village Board 6/18/13 for approval. The dollars have been transferred from line item 5283 of the Water Fund to the 2012 Project Fund. Actual payment will be from that fund. Stephen Appell seconded. All "Aye"; none opposed. Motion carried by voice vote.
6. Gary Maitland asked Mr. Larry Gray, President of the Cherry Valley Festival Days Committee, to come forward. Mr. Gray asked for the Village's assistance for funding advertisement for the Cherry Valley Festival Days. Gary Maitland stated there is not money in Tourism and that these funds would need to come from Contingency. Much discussion ensued. Gary Maitland moved to send to the Village Board 6/18/13 an approval for funds in the amount of \$3500 from a combination from Tourism and Contingency at the discretion of the Budget Director, to be used solely for the Cherry Valley Festival Committee for advertisement. Stephen Appell seconded. More discussion ensued and Chairman Maitland called for a vote: Stephen Appell and Gary Maitland voted "Aye" and JoAnn Hudson voted "Nay". Motion carried by majority vote.
7. Gary Maitland moved to send to the Village Board 6/18/13, an approval to renew the three year price agreement contract extension with ADP to provide Payroll Services, with no increase in cost for the first two years and a 2 ½% increase in cost the third year. Stephen Appell seconded. All "Aye"; none opposed. Motion carried by voice vote.
8. Gary Maitland moved to send to the Village Board 6/18/13 and approval to purchase two Fire Proof filing cabinets from MidCity Office Products in an amount not to exceed \$4000.00 Line Item 5375A. Stephen Appell seconded. All "Aye"; none opposed. Motion carried by voice vote.

VILLAGE OF CHERRY VALLEY, IL
FINANCE COMMITTEE MINUTES
JUNE 11, 2013

PRESIDENT'S REPORT: No report.

ADMINISTRATOR'S REPORT:

CHAIRMAN'S REPORT: None.

ADJOURNMENT: Gary Maitland moved for adjournment at 8:35PM. Stephen Appell seconded. All "Aye"; none opposed. Motion carried by voice vote.

Recorded by Village Clerk, Dana Ward.

Chairman Gary Maitland approved the Minutes on June 24, 2013.

**AGENDA
VILLAGE OF CHERRY VALLEY, IL
FINANCE COMMITTEE
TUESDAY, JUNE 11, 2013
TIME: 7:00 P.M.**

CHAIRMAN: GARY MAITLAND
MEMBERS: STEPHEN APPELL
JOANN HUDSON

ADOPT THE AGENDA:

APPROVE THE MINUTES: May 14, 2013.

TREASURER'S REPORT: Monthly Report by Treasurer Karen Melloch.

PUBLIC COMMENT:

UNFINISHED BUSINESS:

1. Development of New Website.

NEW BUSINESS:

1. Review Bills.
2. Authorize Bills for Payment.
3. Budget Calendar.
 - a. Audit Conducted.
4. Authorize 2005B Bond Interest Payment.
5. Authorize 2012 Bond Interest Payment.
6. Request for Funds from Festival Committee.
7. Sales Tax Rebate for 1949 Bell School Road.
8. Renewal of Contract with ADP to Provide Payroll Services.
9. Discussion of Conduit Issuance Bond Offer.
10. Purchase of Two Fire Proof Filing Cabinets.

PRESIDENT'S REPORT:

ADMINISTRATOR'S REPORT:

CHAIRMAN'S REPORT:

ADJOURNMENT:

GLM 6/7/2013