

**VILLAGE OF CHERRY VALLEY, IL  
FINANCE COMMITTEE MINUTES  
TUESDAY SEPTEMBER 9, 2014**

**CHAIRMAN:** GARY MAITLAND  
**MEMBERS:** STEPHEN APPELL  
JOANN HUDSON

Chairman Gary Maitland is unable to attend the meeting this evening. Trustee Stephen Appell called the Finance Committee meeting to order at 7:01PM.

<b>Roll Call:</b>	STEPHEN APPELL	PRESENT
	JOANN HUDSON	PRESENT
	GARY MAITLAND	ABSENT

Others present: President Jim E. Claeysen, Trustees Sally Hollembeak and David Schroeder, Treasurer Karen Melloch, Public Works Director Chuck Freeman, Chief of Police Larry Neville and Village Clerk Dana Ward.

**ADOPT THE AGENDA:** Trustee Appell moved to adopt the amended agenda with the following deletions: Under *UNFINISHED BUSINESS* delete 1. *1% Sales Tax Revenue Timeline - Discussion*. The Treasurer will cover this topic in her report. Under *NEW BUSINESS*, delete items 4. *Request to attend the Illinois Department of Revenue seminar, at no cost to Village, in Oregon, IL, September 23, 2014*, and 5. *Approval to purchase community business development brochures for the ICSC (International Council of Shopping Centers) conference October 8-9, 2014, Chicago, IL*. Also, delete the *ADMINISTRATOR'S REPORT*. Trustee Hudson seconded. All "Aye"; none opposed. Motion carried by majority vote.

**APPROVE THE MINUTES:** August 12, 2014. Trustee Appell moved to approve the minutes for August 12, 2014. Trustee Hudson seconded. All "Aye"; none opposed. Motion carried by majority vote.

**TREASURER'S REPORT:** Monthly Report by Treasurer Karen Melloch. Treasurer Melloch noted that she was asked to put together a Capital Improvements plan in regards to the 1% sales tax. She has already received information from Dennis McMullen, Chief Neville and from the administrator. She met with President Claeysen and Mr. Freeman this past week. She anticipates having all information ready for full BOARD discussion on September 16, 2014. The sales tax revenue numbers became available today for September distribution. Compared to last year, the figures are up \$43,357.00 this year. The additional 1% sales tax revenue is up \$14,450.00 over last year. Overall, there is an increase this year of approximately \$108,000.00. The 1% sales tax is up approximately \$13,000.00. This is good news. In regards to Capital Improvements projects, the Newburg Road and Mill/Lyford Road projects came in \$75,625.00 lower than the expected budget. These projects are now complete. Treasurer Melloch presented the committee with a copy of the General Fund report, Budget vs. Actuals dated September 3, 2014. This report shows the figures for the revenues and expenditures.

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**PUBLIC COMMENT:** None.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

1. Review Bills. Trustee Appell noted that the committee has reviewed the bills.
  
2. Authorize Bills for Payment. Trustee Appell moved to send a request to the Village Board September 16, 2014, to pay the bills reviewed by the Finance Committee and reviewed by the Budget Director on September 9, 2014, in the amount of \$118,239.63. Trustee Hudson seconded. Trustee Hudson requested to exempt herself from a bill for the attorney, for approval. Trustee Hudson is concerned with a bill for \$543.75 for attorney fees regarding the Attorney General's report on the Budget Director position. This is for a report that she asked for personally, without BOARD approval. She stated that she went on the advice from the Attorney General's office to go to the State's Attorney's office in regards to the Budget Director. She is less than happy that the request she sent to the State Attorney's office cost the Village money. She expected that the report would be sent to her. The State's Attorney conferred with the Village Attorney. For two months she did not know that a report had been issued. She is less than happy that the BOARD did not have a chance to read the report and decide if they wanted to rebut the report. She did not mean to cost the Village this money. Trustee Appell is also concerned when Trustees generate bills that are on topics that are not reviewed by the BOARD; he stated, "Your comments are on record". We will send the bills to the BOARD and this discussion can take place at that time. Trustee Hudson added that she felt that, once Attorney Stevens became involved, he should have come to the BOARD. All "Aye"; none opposed. Motion carried by majority vote.
  
3. Budget Calendar.
  - a. Begin Reviewing Budgets. Trustee Appell stated that discussions have already begun.
  - b. Review Village's Liability Insurance. Trustee Appell is not sure where discussions are on this topic since we do not have a Village Administrator.
  - c. Issue Budget Forms to Department Heads. Trustee Appell stated that forms have gone out to Department Heads.

**CHAIRMAN'S REPORT:** No report.

**PUBLIC COMMENT:** None.

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**ADJOURNMENT:** Seeing there is no further business, Trustee Appell moved to adjourn at 7:10PM. Trustee Hudson seconded. All "Aye"; none opposed. Motion carried by voice vote.

Recorded by Village Clerk Dana Ward.

Minutes reviewed by Trustee Appell September 22, 2014.

**AGENDA  
VILLAGE OF CHERRY VALLEY, IL  
FINANCE COMMITTEE  
TUESDAY, SEPTEMBER 9, 2014  
7:00 PM**

**CHAIRMAN:** GARY MAITLAND  
**MEMBERS:** STEPHEN APPELL  
JOANN HUDSON

**ADOPT THE AGENDA:**

**APPROVE THE MINUTES:** August 12, 2014.

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

**PUBLIC COMMENT:**

**UNFINISHED BUSINESS:**

1. 1% Sales Tax Revenue Timeline - Discussion.

**NEW BUSINESS:**

1. Review Bills.
2. Authorize Bills for Payment.
3. Budget Calendar.
  - a. Begin Reviewing Budgets.
  - b. Review Village's Liability Insurance.
  - c. Issue Budget Forms to Department Heads.
4. Request to attend the Illinois Department of Revenue seminar, at no cost to Village, in Oregon, IL, September 23, 2014.
5. Approval to purchase community business development brochures for the ICSC (International Council of Shopping Centers) conference October 8-9, 2014, Chicago, IL.

**ADMINISTRATOR'S REPORT:**

1. Monthly Report.

**CHAIRMAN'S REPORT:**

**PUBLIC COMMENT:**

**ADJOURNMENT:**

GLM 09-04-14