

**FINANCE COMMITTEE MEETING
AUGUST 11, 2009**

Trustee Gary Maitland called the meeting to order at 7:19 pm.

Members present: James Coppernoll, Stephen Appell

Also present: President Claeysen, Sally Hollebeak, Nancy Belt, Scott Kramer, Chief Todd Houde, Treasurer, Karen Melloch, David Schroeder, Joe Caveny, & Denny McMullen

Gary Maitland moved to adopt the agenda changing the order of business by placing the Public Works Report after Elliott & Company. James Coppernoll seconded. Motion carried by voice vote.

Gary Maitland moved to approve the minutes of July 14, 2009. James Coppernoll seconded. Motion carried by voice vote.

ELLIOTT & COMPANY; AUDIT REPORT

Gary Maitland asked Don Elliott to please come forward and address the committee. Mr. Elliott presented the committee with a draft of the year ended 2009 Annual Financial Report. Mr. Elliott explained the difference between the accrual and cash basis accounting system and reporting the financial statement according to GASB. He also explained that the village has an obligation to pay health insurance coverage for an officer who is injured on duty; he suggested discussing this with Tim Sharp, actuary for the police pension funds, and this should be done every three years. Mr. Elliott continued to review and highlight certain area of the 2009 finance report with the committee.

Stephen Appell moved to send to the village board approving the Annual Finance Report for the year ended April 30, 2009. James Coppernoll seconded. Motion carried by voice vote.

PUBLIC WORKS REPORT

Gary Maitland asked Denny McMullen to please come forward and address the committee. Denny McMullen presented the committee with a proposal from Anderson Brother Excavating, Inc. for the Emergency Spillway Repairs in the amount of \$49, 500.00. Denny said that the amount is still higher than his original estimate, but may be the lowest price the village can secure. President Claeysen informed the committee that in order to accept this proposal the village board will need to reject the proposal from Williams Charles submitted on August 3, 2009.

Stephen Appell moved to send to the village board to accept CES, Inc. recommendation to approve Anderson Brothers Excavating, Inc. proposal in the amount of \$49,500.00 for the Emergency Spillway Repairs to the Regional Detention Pond. Gary Maitland seconded. Motion carried by voice vote.

Denny McMullen presented the committee with a proposal in the amount of \$9,500.00 from Anderson Brothers Excavating, Inc. to restore the watermain crossing at Vandiver Road with existing rip-rap that washed downstream and also installing filter fabric along the banks. President Claeysen informed the committee that at the September 1, 2009 village board meeting the board will need to make a motion to rescind the motion to hire Northern Illinois Service Company for Madigan Creek's emergency drainage repairs.

Stephen Appell moved to send to the village board to accept CES, Inc. recommendation to approve Anderson Brothers Excavating, Inc. proposal in the amount of \$9,500.00 for the Madigan Creek's Emergency Drainage Repairs for the Van Diver Road Water Crossing Rip Rap Restoration. James Coppernoll seconded. Motion carried by voice vote.

Denny McMullen presented the committee with CES, Inc. engineering fees to assess the drainage issues in Swanson Park Subdivision at the south end of Swanson Lane, leading south pass Abington Road, and continuing to the detention area southwest of Kregel Court. Gary Maitland moved to send to the village board approving the amount of \$1,950.00 CES, Inc. engineering services for Swanson Park Subdivision drainage issues. James Coppernoll seconded. Motion carried by voice vote.

MUNICIPAL TELECOMMUNICATION REPORT

Gary Maitland informed the committee that September 18, 2009 is the deadline date to submit the village telecommunication ordinance to the Department of Revenue. Gary Maitland said that until the ordinance is passed and the village is receiving funds it is very difficult to know what revenues the village would be receiving. However, he estimated the revenue to be \$120,000.00 annually. President Claeysen said that he will discuss this with Karen Melloch, & David Nord. Discuss followed regarding increasing sales tax. This discussion was referred to the planning & development meeting.

POLICE CASH BOND

Chief Todd Houde said that he would like to recommend setting-up a checking account for the cash bonds collected by the police department for traffic violations. Chief Houde said that the police department is driving the cash funds to Winnebago County and would recommend that a check be sent by mail along with the ticket. Auditor Don Elliott recommended making a journal entry of the ticket and cash to be audited at the end of the year. After further discussion it was the consensus of the committee to have the chief, village clerk, and village treasurer design and implement a method to accept cash bonds and forward check to the county clerk.

APPROVE THE INVOICES FOR PAYMENT

Gary Maitland moved to send to the village board to authorize payment of all bills signed and approved by the finance committee on August 11, 2009. James Coppernoll seconded. Motion carried by voice vote.

BUDGET CALENDAR

Gary Maitland announced that according to the budget calendar the board should be reviewing the current budget line items. Treasurer, Karen Melloch presented the committee with copies of Quickbooks administrations profit and loss reports, and also reviewed revenue percentages. President Claeysen noted that the Cherry Valley Fire Department had an insurance broker attend their meeting and recommended having the same broker attend the next personnel committee meeting. Stephen Appell suggested that the board continue to look at the state health insurance program.

UPDATE ON SALES TAX

*David Nord provided the committee his sales tax revenue report:
Actual amount ytd: \$972,729.90
Estimated 2009/2010 \$2,994,908.00*

Stephen Appell asked David for a detail revenue bar graph. The committee thanked David for this information.

James Coppernoll moved to adjourn at 8:27 pm. Stephen Appell seconded. Motion carried by voice vote.

Recorded by: Village Clerk, Nancy L. Belt

Finance minutes approved by Chairman, Gary Maitland on August 14, 2009