

Committee of the Whole  
Finance Committee  
Thursday, January 12, 2017  
7:07 a.m.  
Village Hall Conference Room

**Attendance**

<b>Committee Members:</b>	
Timothy Nugent, Mayor	X
Joel Gesky, Trustee	X
Tim Boyce, Trustee	X
Diane Dole, Trustee	X
Todd Crockett, Trustee	ab
Sam Martin, Trustee	ab
Wendell Phillips, Trustee	ab
<b>Other attendees:</b>	
Chris LaRocque	X
Bernie Thompson	X
Jim Hanley	X
Janice Schulteis	X

Motion was made by Nugent, seconded by Gesky to accept minutes from July 13, 2016 and November 15, 2016. Motion passed, all ayes.

Expense Reimbursement Policy

The Illinois General Assembly recently passed the Local Government Travel Expense Control Act that requires municipalities to pass an ordinance establishing maximum dollar amounts of, and the procedure to follow for, reimbursement of business travel expenses for employees and officers. Agreed upon rates were: Lodging (per night) \$300; meals (per diem) \$65; private vehicle (per mile) as established by IRS annual rate. All expense reimbursements must be approved by the board by a separate roll call vote. Expenses paid by the Village directly are not included since they do not need to be reimbursed. This ordinance is on the agenda for approval at the January 17 board meeting.

Budget Calendar

We are currently working on preliminary numbers for the FYE 04/31/2018 budget, and also tracking the current fiscal year budget amendments. Department heads will be making requests and helping to develop the draft budget to be reviewed by the board in March. Current revenues are projected to be down approximately \$160,000 due to sales tax and income tax shortfalls. Mayor Nugent mentioned that part of the sales tax will be offset by lower rebates necessary to be paid to businesses with sales tax agreements.

Month End Financial Reports

Overall, all departments are within the expected range for this point in the fiscal year. Percentage of revenues received are slightly elevated due to 100% completion of property tax receipts while we are at the 67% point of the budget.

Police Hiring

After discussing the current status of the police department, with one officer out due to a workers comp injury, and retirement approaching for another, consensus was that it is the appropriate time to hire two additional officers—one February 1, and another March 1. The police personnel budget overall is way under, but overtime costs are over, reflecting the shortage of personnel. The first officer being considered is already certified and would be able to complete FTO in 7 weeks rather than 14. Another top candidate could be enrolled in April training session.

### Second Street ComEd Update

ComEd has provided an estimate of \$605,000 to move utility lines underground in the area of our proposed Second Street plaza. We would be responsible for trenching and moving service lines to businesses—another \$300,000 cost. This is too much money to spend for this, so we will not pursue.

### Special Class Liquor License

Several businesses—beauty salon, artist and craft sessions, appliance cooking classes, funeral homes—have been interested in being able to offer wine or other alcoholic beverages occasionally to their clients, either on a consistent basis or for special events. We do not currently have a liquor license that would address this type of activity, and a full liquor license would also allow gaming to occur, which we are not in favor of. We will ask Attorney Joe Cainkar to research the possibility of creating a “limited” liquor license that would help promote business, but not allow gaming.

### Donation-Career Center Law Enforcement

Chief Thompson has been approached to donate \$100 - \$250 to the Career Center Law Enforcement Program. He will find money in his budget to donate \$250 to this excellent program.

### July 3<sup>rd</sup> Party in the Park vs Business Events

Village currently spends approximately \$30,000 a year on personnel and other costs to put on the Party in the Park event. We are considering eliminating the Party in the Park and instead partnering with the Chamber of Commerce to encourage and sponsor individual businesses to put on events throughout the year. Event costs for village personnel and equipment would be split equally between Village, Chamber and business, not to exceed \$1,500 total.

### Banners

Mayor Nugent is interested in new street light banners. Jim Hanley will get prices from our current supplier and one other to customize a green banner with our village logo.

### Updates

- No news on the ordinance for the Pactiv agreement, we will need to check with our attorney.
- Swartz house – there has been no movement. Check with attorney for status.
- Building permit applications for year-end included two house permits, both Curwick. One is a spec house and the other is custom in Wright Estates.
- Dental office may be moving into old Hallmark building on Marquette Place South.

Meeting adjourned at 8:14 am.

Submitted by Janice Schulteis