

## Village of Hanover Park

Municipal Building  
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Hanover Park, Illinois  
60133-4398

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Village President

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Ronald A. Moser  
Village Manager



### VILLAGE OF HANOVER PARK

#### FINANCE COMMITTEE REGULAR MEETING MINUTES

**Monday, November 15, 2010  
5:00 p.m.**

**Village Hall Municipal Complex  
2121 W. Lake Street  
Hanover Park, IL 60133**

#### **1. Call to Order**

The meeting was called to order at 5:02 p.m. by Chairman Cannon.

#### **2. Roll Call**

Roll call was taken. Finance Committee members present were Chairman Cannon and committee member Zimel. Committee member Cole was absent. Also present were Village Manager Ron Moser, Finance Director Lafayette Linear, Assistant Finance Director Tom Dahl, HR Director Bednarek and Public Works Director Killian.

#### **3. Presentations/Reports – None**

#### **4. Townhall Session – No persons registered**

#### **5. Approval of Minutes- 10/5/10**

The prior meeting minutes of October 5, 2010 were reviewed and approved by the committee.

#### **6. Action Items - None**

#### **7. Old Business - None**

## **8. New Business**

### ***a. Revised rates for leachate treatment***

Howard Killian reviewed his information and memo with those present. After further discussion, Chairman Cannon concurred with staff's recommendation to accept the described proposal for the leachate agreement and bring the entire agreement to a future Village Board meeting for review and recommended approval.

### ***b. Legal Services***

Village Manager Moser reviewed documents supplied which included the current Department of Law Village ordinance, legal services and budget survey results, a comparison of legal services paid by month for Fiscal Years 2009, 2010 and 2011, as well as a summary memo by the Village Manager. Comments by Chairman Cannon and committee member Zimel expressed satisfaction with the reduced costs as noted.

### ***c. & d. IRMA / IPBC***

Items C and D were covered together. HR Director Bednarek reviewed a memo describing the IPBC and IRMA programs and the balances in those accounts. Committee members provided thoughts on how the excess in the accounts could be utilized.

### ***e. Clerk Comparison***

The Village Manager provided an overview of Village Clerk compensation and HR Director Bednarek reviewed her summary memo, as well as the survey results on Village Clerk compensation. Chairman Cannon advised that the information they received was sufficient and directed no further review.

### ***f. Auditors***

Finance Director Linear described the request for a proposal which will be sent out for auditing services. Discussion ensued. Committee member Zimel recommended that when a proposal is sent out, it be two-sided.

**g. Collection Agency**

Assistant Finance Director Dahl described how collections work at this time. He also advised he will prepare an RFP and will be seeking a reduction in costs associated with our collection agency services.

**h. Tax Levy**

Village Manager Moser and Finance Director Linear described the tax levy process. Information was provided that each percentage of the tax levy equals approximately \$84,634 in revenue. Therefore, a 4.5% increase is \$380,853. It was described how the Board directed this amount in the current budget. However, the Village Board will need to pass the levy the second meeting in December to collect that money. After discussion, Chairman Cannon directed that he could support a 3.5% increase which would serve to give some decreased costs to Village taxpayers. Village Manager Moser described the current state of Village monies in that through September 30<sup>th</sup>, our expenses are \$329,467 less than projected and our revenues are \$487,572 more than anticipated, thus resulting in a net positive of \$817,039. It was explained that if this reduction in planned revenue, through the 3.5% levy occurs Village staff will closely watch the budget over the next several months to ensure that this does not have an extreme detrimental effect.

Prior to adjournment, there was a very brief discussion in which it was pointed out that Tom Dahl had recently resigned his position as Assistant Finance Director to take the position of Finance Manager at the City of Geneva, Illinois.

**9. Adjournment**

The meeting was adjourned at 6:37 p.m.