

FINANCE COMMITTEE
MEETING MINUTES
April 8th, 2026, 7:30 a.m.

Members present: Patty Gapen, Chairperson; Jamie Biegel
Also present: Samantha Daugherty; Kayla Lumaye, Chief Shawn Dillingham,
Tammy Steward excused

Chairperson Patty Gapen called the meeting to order at 7:30 am

Chairperson Gapen moved item 4 from the agenda to the first so Chief Dillingham could discuss the turnout gear purchase. During discussion Chief stated there are state grants available for turnout gear. We will use budgeted funds to purchase 2 sets of turnout gear and then submit for reimbursement through State program. Once we receive the reimbursement then Chief will purchase 2 additional sets. Chief has been working with Conway Shield for this purchase. Motion Biegel second Gapen to approve the purchase of 2 sets of turnout gear using budgeted funds from Turnout Gear line item and submit for reimbursement through State grant program and then purchase 2 additional sets. Motion carried.

The Committee reviewed all bills, non-lapsing, checking and savings accounts, journal entries, and time sheets for the month of March. Bills were paid on checks 27143-27183 for General Checking and 5471-5481 for Utility Checking. Motion Gapen second Biegel to recommend the Board's approval of the bills, non-lapsing accounts and journal entries for Wastewater and Water Utility accounts and Village accounts. Motion carried.

The committee discussed advance payment of pre-approved PTO for an employee that is taking vacation in May. They would like to receive the May 21st paycheck before they leave on May 1st. Discussed that this paycheck would include all PTO hours that the employee has. Motion Biegel second Gapen to allow employee to receive this paycheck of all PTO time early. Motion carried.

Next meeting date is May 6th, 2026, at 7:30 a.m.

Motion to Adjourn: Biegel Second: Gapen Time: 8:25 a.m.

Minutes by: Samantha Daugherty