

FINANCE & BUDGET COMMITTEE

MINUTES

Biron Municipal Center

July 7th, 2026 4:00pm

MEMBERS: Dan Sullivan, Chairperson; Jamie Biegel, Tim McKellips, Also present Samantha Daugherty Village Clerk/Treasurer and Jon Evenson, Village President.

AGENDA ITEMS:

1. **Chairperson Dan Sullivan called the meeting to order at 4:05pm.**
2. **Review all bills paid in June, non-lapsing accounts, and journal entries for Utility accounts and General accounts.** The committee reviewed and discussed the bills that were paid in June. General Checking bills were paid using checks 27310-27379. Utility bills were paid using checks 5509-5568.
3. **Review Time Sheets for full-time staff.** Committee reviewed time sheets for all full-time staff members.
4. **Discussion and possible action on employee using credit card for travel expenses.** The committee reviewed upcoming travel for an employee. Discussed the purpose of the travel and if this relates to village business. The committee did not feel there was enough time to discuss and approve this request and bring to board for approval. There is reimbursement available from host and employee will need to use personal card and not the village card.
5. **Clerk/Treasurers Report for June.** Daugherty reporting. Discussion on clerk attending the WMCA 46th annual conference August 18-20. No overnight stay, only mileage and cost of conference of \$305. Motion Biegel second McKellips to approve clerk to attend conference. Motion carried. Clerk presented the loan summary/TID increment report for 2026. Evenson provided the details of each loan and allocation of increment for the year. The committee discussed an email received from a resident. The committee suggested the resident come before the board to voice concerns. Upcoming election Partisan Primary is August 11th and Village's sponsorship date for City Band is July 14th.
6. **Discussion and possible action on KerberRose engagement letter for 2026-2028.** The committee reviewed the letter from KerberRose to provide auditing services for 2026, 2027 and 2028. The committee discussed the findings of the rate case study and how some liabilities were missed during the last audit. Overall the committee was happy with services but wanted to discuss further. Referred to next committee meeting.
7. **Discussion and possible action on early allocation to MC Generator non-lapsing account.** Daugherty presented the generator invoice and account balance in non-lapsing. We had budgeted for generator the last 3 years. The account balance with 2026 early allocation will cover first payment and will bring back to committee for second payment. Motion McKellips second Sullivan to approve the early allocation of 2026 budget to MC Generator non-lapsing. Motion carried.
8. **Next meeting date August 17th, 2026 at 4:00pm.**
9. **Motion Biegel second McKellips to adjourn at 5:10pm. Motion carried.**

Minutes respectfully submitted by: Samantha Daugherty