

# Town of Burkittsville January 2025 Meeting Minutes

## **Attendees:**

|                               |                |                |
|-------------------------------|----------------|----------------|
| Mayor Michael Robinson        | Paul Gilligan  | Shelby Beaver  |
| Councilman Jad Drake          | Jayne Marshall | Joyce Brown    |
| Councilman Matt Morris        | Mark Carroll   | Nancy Hawker   |
| Councilman Jim Hauver         | Jill Rothen    | Kathy Ahalt    |
| Clerk/Treasurer Nicole Beller | Gloria Maser   | John Ahalt     |
|                               | Michele Beller | Jamee Robinson |

## **Approval of Previous Meeting Minutes and Corrections**

- Mayor Michael Robinson asks if there is a preferred format for the minutes.
- Paul Gilligan and Jayme Marshall point out corrections needed in the November 2024 minutes. Mayor Michael Robinson agrees to update and repost the corrected minutes.
- Councilman Matt Morris motions to approve the December and November minutes, Councilman Councilman Jim Hauver seconds.

## **Discussion of Stop Payment and Financial Adjustments**

- Mayor Michael Robinson discusses the cost of stopping a check, estimated at \$30.
- Councilman Jim Hauver questions the option to stop payment on a check to Jade Klavuhn, noting it has not been deposited or cashed for a couple of months.
- Mayor Michael Robinson confirms the cost and expresses reluctance to spend additional money if the check may never be deposited/cashed.
- Discussion on the validity of a check written in October and the need to follow up with the contact.
- Mayor Michael Robinson mentions the need to update the street fund breakdown and ensure proper usage of funds.

## **Treasurer's Report and Financial Transparency**

- Gloria Maser questions the discrepancy in the shore scan amounts for November and December.
- Mayor Michael Robinson explains the discrepancy and plans to update the treasurer's reports with the correct invoice numbers.
- Mayor Michael Robinson invites suggestions for additional information to include in the treasurer's report.
- Councilman Jim Hauver suggests including copies of check statements for transparency.
- Mayor Michael Robinson agrees to include check statements in future treasurer's reports and mentions the integration with QuickBooks.

## **Public Comment**

- Mayor Michael Robinson opens the floor for public comment, noting the mayor and council cannot respond.

- Mayor Michael Robinson explains the ongoing effort to scan and post older documents on the website.
- Councilman Jim Hauver and Mayor Michael Robinson agree on the need to update the website with accurate and up-to-date information.

### **Improprieties and Financial Mismanagement**

- Jayme Marshall raises concerns about missing funds and the lack of proper accounting, emphasizing the importance of managing taxpayer dollars.
- Mayor Michael Robinson mentions the public review committee's role in reviewing the last five years of financial records and identifying errors.
- Councilman Jim Hauver discusses the progress made in identifying best business practices and the need for a more thorough financial audit.
- Jayme Marshall expresses frustration over the lack of transparency and accountability, threatening to escalate the issue to state officials if necessary.

### **Proposed Budget and Financial Review**

- Mayor Michael Robinson suggests repurposing February Workshop to a full town meeting to discuss and vote on a proposed budget for the next fiscal year.
- Councilman Jim Hauver motions to repurpose February 10 Workshop to a full town meeting focused on budget review, Councilman Matt Morris seconds.

Councilman Matt Morris motions to adjourn meeting at 8:57 PM, Councilman Jim Hauver seconds.