FINANCE & ADMINISTRATION COMMITTEE MEETING
September 22, 2026 – 3:00 PM
Council Chambers, 42 N. Main Street
Minutes prepared by: Barb Schmidtknecht

The meeting was called to order at 3:00 pm by Barb Schmidtknecht. Roll call: Scott Feraro, Stephen Qualy, Barb Schmidtknecht all present. Others present: Mayor Ben Adank, Clerk-Treasurer Marcia Larson and Deputy Clerk Michele Klein. The Pledge of Allegiance was recited.

There were no public comments.

Motion Stephen, second Scott to approve the September 2, 2026, minutes of the Finance and Administration Committee meeting. Motion carried 3-0.

Follow-up information was not available on the status of the Fountain City Business and Community Group's bandshell project. The item will remain on the agenda.

A revised draft of a Policy for Remote Meeting Attendance for Common Council Members was presented. Motion Scott, second Stephen to accept the changes in the policy for remote meeting attendance for Common Council members and send it to full Council for approval. Motion carried 3-0.

The committee agreed to reconsider the paid time off proposal after the next hiring cycle.

A fact sheet on the proposed administrator-treasurer position was presented for mailing. Additional changes will be made. Committee members agreed to schedule a special meeting on October 26 in the auditorium regarding the proposed position.

The 2027 general fund budget worksheet review will continue at the next meeting.

Marcia provided an update on the Flexible Facilities Project (FFP) budget.

Work will continue on an electronic usage policy.

Auditorium custodial services will be discussed at a future meeting.

The 2026 audit proposal was considered. Motion Scott, second Stephen to move the Bauman Associates 2026 accounting and auditing services proposal forward to full Council with the stipulation that the quarterly accounting services be listed as optional. Motion carried 3-0.

The need for rules of decorum and structure for public comments at meetings was discussed. It was agreed to develop a policy for council consideration.

A substantial increase is anticipated for the current employee health insurance plan. Review of additional options will continue.

Motion to adjourn by Scott, second Stephen. Motion carried and the meeting adjourned at 4:29 pm.