



5621 Town Hall Road, Delavan, Wisconsin 53115
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Office Hours: M – F, 8:30 AM – 4:30 PM

Finance Committee Meeting Minutes

The Town of Delavan Finance Committee held a Meeting on **Thursday, September 4th, 2025, 1:00 pm at Delavan Town Hall, 5621 Town Hall Rd, Delavan.**

- 1) Call to order - **1:04 pm**
- 2) Roll Call – **All present – except Ben Nixdorf**
- 3) Declaration of quorum for doing business
- 4) Approval of Agenda – **Motion to approve by O'Connor, seconded by Darlene Stark**
- 5) Approval of Minutes of 8-4-25 committee meeting- **Motion to approve by Stark, seconded by Thummel, Michelle Starin abstained**
- 6) Communications -
 - a. Email from Darlene Stark with preliminary 2026 Budget
- 7) Comments and suggestions of citizens present regarding Items on the Agenda. Citizens' comments limited to three (3) minutes. - **None**
- 8) New Business:
 - a. Discussion/possible recommendation: Additional 2025 capital items
 - i. Truck Equipment Nozzles - \$2,081.50
 - ii. Lucas Batteries/Power - \$1,287.61
 - iii. Lucan Machine - \$2,273.36 – **Compression Technology - Discussed if these items can qualify as a capital expense. It was decided to combine ii. And iii. To qualify it as a capital expense. Fire and rescue to take i. expense out of current budget.**
- 9) Old Business:
 - a. Discussion/possible recommendation: Review of 2026 budget process and guidelines – **ok**
 - b. Discussion/possible recommendation: Review of Pre-liminary 2026 Budget – **2% guideline increase with preliminary budget coming in at 7.3% increase. Committee instructed departments to identify 2025 savings to be applied to 2026 budget, and Thummel and Stark will review amounts within General Fund and what needs to be applied to the reserve fund.**
 - c. Discussion/possible recommendation: Review of 2025 capital expended and planned – **done in review**
 - d. Discussion/possible recommendation: Review of long-term cash flow – **discussion about what qualifies as a capital expense. It was decided that the criteria going forward to qualify as a capital expense needs to exceed \$3000 and have up to a 2-year life span. Mary Knipper is going to talk to the City of Delavan to discuss a possible Fire and Rescue combination.**
- 10) Comments and Suggestions of Citizens present regarding items not on the agenda. Citizen's comments limited to three (3) minutes. – **None**
- 11) Date of Next Meeting – **September 15, 2025 @3:30 pm.**
- 12) Adjournment – **Motion made by Hartlaub and seconded by Stark to adjourn at 2:30 pm.**

Date: September 8, 2025
Mary Pat O'Connor

Committee Members:

Bill Thummel – Chair (voting)
Mary Pat O'Connor – Co-Chair (voting)

Ben Nixdorf – Citizen Member (voting)
Jerry Hartlaub – Citizen Member (voting)

John Olson – Administrator (non-voting)
Michele Starin – Clerk (voting)

Darlene Stark – Treasurer (voting)

A quorum of the Town Board may be present

The agenda may be posted at any two of the following places: Town Hall, www.townofdelavan.com, FNBT, Lakefront Mobil, Maxi One and Piggly Wiggly Copies: Committee Members, Town Board, Delavan Enterprise, and Janesville Gazette. Any person who has a qualifying disability as defined by the American with Disabilities act that requires the meeting or the materials at the meeting to be in an accessible location or format must contact the Town of Delavan, 5621 Town Hall Road, Delavan Wisconsin at least twenty –four hours prior to the commencement of the meeting so that necessary arrangements can be made to accommodate the request.

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