



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

**Finance Committee Minutes from meeting held on September 15, 2025
at Delavan Town Hall, 5621 Town Hall Road, Delavan**

- 1) Call to order – **3:30 PM**
- 2) Roll Call – **Jerry Hartlaub excused**
- 3) Declaration of quorum for doing business
- 4) Approval of Agenda – **motion to approve agenda made by Nixdorf, seconded by O'Connor**
- 5) Approval of Minutes of 9-4-25 committee meeting – **motion to approve by Starin, seconded by Stark**
- 6) Communications
 - a. None
- 7) Comments and suggestions of citizens present regarding Items on the Agenda. Citizens' comments limited to three (3) minutes. - **None**
- 8) New Business:
 - i. Additional 2025 capital items and review of 2025 capital expended and planned
 1. Fire Dept: Glidescope - \$10,527 – **Already approved capital expense**
- 9) Old Business:
 - a. Discussion/possible recommendation: Review of 2026 budget process and guidelines – **no change**
 - b. Discussion/possible recommendation: Review of Pre-liminary 2026 Budget – **3 versions discussed; Version 1 is initial proposal. Version 2 is modified to exclude new hires, maintain version 1 salary increases for department heads, and no new hires. Version 2 leaves Fund Balance at 20.8%. Version 3: 3 new hires, plus part time for public works – Version 3 would incur a reserve fund balance of 17.5%. This would affect credit rating of Township.**
 - c. Discussion/possible recommendation: Review of long-term cash flow – **Determine budget short and see where we can find shortfall funds.**
Ben Nixdorf discussed options to get to 20% reserve fund. New hires are biggest expense. With no new hires, reserve fund would be 20.8%. Kayla Thorpe suggested there is no way to make fund balance shortfall without a referendum.
Discussion about 2026 referendum. Public safety is typically favorable for passing referendums.
Hold off on new hires for now; if referendum passes, then hire new staff.
- 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 – **October 6th, 3:00pm**
- 12) Adjournment – **motion made by O'Connor, seconded by Starin to adjourn at 4:30 pm**

**Minutes done by Mary Pat O'Connor
September 23, 2025**

Bill Thummel – Chair (voting)
Mary Pat O'Connor – Co-Chair (voting)
John Olson – Administrator (non-voting)
Michele Starin – Clerk (voting)

Committee Members:

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