

## **City of Brodhead**

### **Audit and Finance Committee meeting minutes for the September 13, 2017 meeting**

1. Meeting called to order by Huffman at 4:30pm
2. Quorum was present as determined by roll call: Woodford, Naramore, Huffman, clerk Withee, Personnel Committee: Deb Fox
3. Motion made by Huffman, seconded by Woodford to approve the August meeting minutes. Motion carried.
4. No public appearances.
5. No comments or questions from committee.
6. A request was made for carryover funds to repair pool heater that no longer works. It was recommended to carryover \$5,000 that wasn't used to go towards new pool heater and other funds coming from alternative resources.
7. Due to 1% increase in levy limit there is no action at this time on the following requests for budget increases. The Brodhead Fire Dept. request for 3% salary increase for secretary. This needs to be reviewed more on what is being done and paid for that may not be on the job description. Review the process of duties (reports). Brodhead Police Dept. would like to discuss salary, holiday pay and uniforms.
8. Treasurers Report reviewed
9. Budget to Actual as of August 31, 2017 reviewed
10. Pool Heater to be put on for future discussion/action item
11. Date and time for next meeting: Wednesday, October 11, 2017 at 4:30pm
12. Huffman made a motion to adjourn, Woodford seconded. Meeting adjourned.

Submitted by Jennifer Naramore, acting as secretary