



VILLAGE OF WEBSTER

FULL BOARD FINANCE COMMITTEE MEETING MINUTES

Wednesday, August 19, 2026 @ 6:00 p.m.

Webster Village Office
7461 Main Street West, Webster, WI

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- I. **CALL TO ORDER** – Finance Chair, Tom Armstrong called the meeting to order at 6:00 p.m.
 - II. **PRESENT** – President, Dedman; Trustees, Tom Armstrong; Tim Maloney, Jeff Roberts, Bill Summer and Sue Weis. Absent: Trustee, Kelsey Gustafson. Others Present: Clerk/Treasurer Debra Doriott-Kuhnly.
 - III. **PUBLIC NOTICE OF AGENDA** – Motion made by President, Dedman to approve the agenda as presented; seconded by Trustee, Maloney. **Motion carried unanimously.**
 - IV. **MID-YEAR FINANCIAL REVIEW** – Chair, Armstrong provided an update on two recently closed loans with Community Bank: a \$275,000 Wastewater Treatment Facility (WWTF) loan and a \$200,000 STH 35 water project loan. A repayment of \$60,300 was made to the Village General Fund from these loans. Going forward, all MSA invoices related to these two projects will be drawn from their respective loan funds. Armstrong shared the repayment schedules for the two loans. He pointed out that the Safe Drinking Water Loan Program and the Clean Water Loan Program, with a portion of these loans potentially having principal forgiveness, would replace the interim Community Bank Loans. Discussed the Village's current debt load and exploring loan opportunities with Community Bank for the future Fairgrounds Development.

Armstrong reported that he developed a cash flow forecasting spreadsheet, based on the last 12 months voucher and receipt history, formatted as a standard checkbook register. MSA related transactions were excluded to provide a cleaner baseline. The tool allows the board to project cash flow trends and model the impact of unexpected expenses. It was acknowledged that this is a planning tool for board use and is not a formal accounting instrument.

The board conducted a review of the budget report as of August 14, 2026. It was clarified that general property taxes are recognized with a journal entry at year-end, and state shared revenue will be received in November. Discussed the possibility of revisiting payment-in-lieu-of-taxes arrangements with entities such as SCRMC, Oakland/Meenon Township, and the school district, particularly as some non-profit-owned properties appear to be generating rental income.

Several public works line items were noted as tracking over budget at the eight-month mark. Kuhnly confirmed she had already spoken with the Public Works Director about monitoring his budget lines more closely going forward. Kuhnly also clarified unbudgeted expenditures on the computer line item.

Discussed the possibility of increasing water and sewer rates. The committee indicated preference for reviewing audit results before making a final determination.

- V. **ADJOURNMENT.** Motion was made by Trustee, Summer to adjourn the Full Board Finance Committee Meeting at 7:00 p.m., seconded by Trustee, Weis. **Motion carried unanimously.**

Respectfully submitted,

Debra Doriott-Kuhnly

August 19, 2026

***These minutes are subject to approval at next month's Regular Meeting.