



REPORT TO VILLAGE BOARD

ITEM NAME: Unlawful
disbursement of Village
funds in excess of \$90,000
MEETING DATE: 21-Feb-24
PRESENTING COMMITTEE:
N/A
COMMITTEE CONTACT: Sean
Dumais
STAFF CONTACT: Lisa
PREPARED BY: Sean Dumais

ISSUE: The Village Treasurer made a disbursement in excess of \$90,000 for the loan payment on the Ladder Truck without Board approval

OBJECTIVES: Prevent future unlawful disbursement of Village funds

ISSUE BACKGROUND/PREVIOUS ACTIONS: With the publishing of the APC packet for the upcoming meeting the Village Treasurer requested a budget amendment to cover the loan payment on the ladder truck. Multiple trustees inquired about how the payment was missed. The treasurer responded via email that at the direction of a single board member, not the Board as a whole, she disbursed the funds and did not miss the due date and incur penalties. This violates multiple state statutes as well as the public trust.

PROPOSAL: Direct the Administrator to implement an immediate schedule of training to educate staff on their duties, obligations, and statutory obligations.

ADVANTAGES: Prevention of further violations of the law as well as public trust

DISADVANTAGES: Continued violations of the law as well as the public trust

ITEMIZE ALL ANTICIPATED COSTS (Direct or Indirect, Start-Up/One-Time, Capital, Ongoing & Annual, Debt Service, etc.)

RECOMMENDED ACTION: Make a motion for the Administrator to identify the root cause of the illegal action and provide immediate education to the staff about the duties and responsibilities of their positions and report back to the Board as he has a plan in place.

OTHER OPTIONS CONSIDERED: None

TIMING REQUIREMENTS/CONSTRAINTS: Immediate

FUNDING SOURCE(s) – Must include Account Number/Description/Budgeted Amt CFY/% Used CFY/\$ Remaining CFY
Account Number:

Description:

Budgeted Amount:

Spent to Date:

Percentage Used:

Remaining:

ATTACHMENTS (describe briefly):