



COUNCIL ACTION SUMMARY SHEET

MEETING DATE: October 14, 2024

TOPIC: Invoice Approval - Necessary Invoices to be paid by December 23, 2024

BACKGROUND BRIEF:

In December 2024, there is only one Village Council meeting on December 9th, 2024. The next Village Council meeting would be January 13th, 2024, which would leave 5 weeks between Village Council meetings/bill approval. To prevent late fees and penalties, Administration would like to authorize the Village Manager and Clerk/Treasurer to pay the remainder of the December 2024 bills on the next check run date which would be December 23rd, 2024.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

To authorize the Village Manager and Clerk/Treasurer to pay the remainder of the 2024 bills that are necessary to keep bills from accumulating late fees and penalties during the holiday season on the next check run date of December 23rd, 2024.