



DDA ACTION SUMMARY SHEET

MEETING DATE: August 18, 2026

TOPIC Reimbursement - As Needed Labor

BACKGROUND

We received notice of complaint that the south end of the lumber yard site was in need of clean up to avert a infraction of non-compliance. Quotes were sought from local companies to brush hog or cut back the growth of small trees and grasses. The lowest quote obtained by the Director was \$3200.00

The Director was purchased small equipment and tools to get this done internally, and on the appointed day for clean up, three college ready young adults walked in and asked if we had any "labor" jobs they could take before leaving for school (MSU).

They worked 6.5 hours and cut down more than acre of brush and debris. The Director, knowing that general procurement would not result in payment to the boys prior to their leaving for college, paid then each \$150, cash out of his pocket.

While irregular, the alternative was the Director doing this work by himself. It is now requested the DDA reimburse for this expense.

RECOMMENDED MOTION: Allow reimbursement to Matthew Gibb in the amount of \$450.00, upon presentment to the Village Clerk of three signed statements verifying the labor incurred, with fund from GL 248-260-958-000 General Activities.