

## **Regular Finance Committee Meeting**

City Of Virden  
City Council Chambers  
Thursday December 18<sup>th</sup>, 2025

Meeting called to order by Alderman Donley at 7:51 pm.

**Alderpersons present:** Calloway, Bertolino, Carter, Neighbors, Donley, Matrisch, and Boster

**Absent:** Alderman Karrick

**Also present:** Mayor George Murphy, City Clerk Jon Myint, Bookkeeper/Treasure Barry Liss, Director of Operations Gary Etter and Ryan Calloway

**Audience in attendance:** None

### **Topics:**

#### **1. Approval of minutes 11-20-25**

**Motion** made by Carter seconded by Matrisch to approve the Finance Committee Minutes of 11-20-25

**Motion:** passed with all in favor

#### **2. Treasurer's report November 2025**

Barry Liss presented an updated financial report reflecting recent changes to the reporting system and the report format of Locis 8.

Adjustments included newly capitalized water meters and additional accounts to the general funds.

Financials for the month: Corporate gain: \$19,000, Water gain: nearly \$23,000  
Year to date (seven months) Corporate gain: \$235,238, Water gain: just over \$100,000.  
Water revenue is doing very good due to the new water meters, leak repairs and rate increase.

Barry also noted a possibility of a \$10,000 to \$15,000 revenue decline for the month of December, due to corporate income being down.

Overtime has a \$6,000 negative balance.

**Motion** made by Mayor Murphy seconded by Boster to send the 11-25 Treasure's report to the Council for approval.

**Motion:** passed with all in favor

### **3. News about new auditor**

**Discussion:** on options for the next audit, including the merits of using a Request For Proposal (RFP) for audit services to encourage competitive bids and potentially secure better pricing.

Use of the Illinois procurement bulletin recommended posting RFP as required by state process.

Discussion of potential retainer arrangements and the number of hours historically required for the audits.

The decision was made to table further discussion on the auditor process until next month to allow more time for research.

### **4. Six month review of water revenue**

An email from Gary Mottershaw on the water rates was discussed, no changes are proposed at this time since another Otter Lake rate increase will happen in March; surplus revenue can always be put toward paying off the water meters sooner.

Another rate review will be scheduled for June 2026.

### **5. Set up checking account for DCEO grant**

**Discussion:** on setting up a checking account for the DCEO grant as recommended by Tracy Tavender of Benton Engineering.

Barry Liss can set up the New account but will need City Council authorization.

**Motion:** made by Carter seconded Matrisch to take to the City Council a motion to set up an account for the DECO grant.

**Motion:** passed with all in favor

### **6. Payout vacation time for 2025 Nonunion employees**

**Discussion:** on paying non-union employees for unused vacation time, that is unable to be taken due to staffing shortfalls.

No contractual restrictions were identified for nonunion employees.

**Motion:** made by Boster seconded by Neighbors to recommend to the Council approval for payout of accrued vacation time in January 2026 despite budget strain.

**Discussion:** on a broader policy about vacation time (use, carryover limits and payout) was identified as future need to avoid year-end uncertainty,

**Motion:** passed with all in favor

### **Additionally: Senior Citizens Telecommunications Tax Reimbursement**

**Discussion:** Current city code allows senior citizens to apply for municipal communication tax reimbursement, but identification of this tax on bills has become difficult because it is no longer itemized.

Only two applications have been received this year; the issue caused confusion on which charges qualify for reimbursement.

Uncertainty remains about how to proceed with reimbursement given the lack of appropriate documentation on the bills.

The total reimbursement of the 2 applications are less than \$3.00.

**Issue tabled:** as more information on how to due the reimbursement and where the money is to come from.

**Motion** to adjourn made by Donley seconded by Matrisch at 8:47 PM.

**Motion:** passed withal in favor

Jon Myint  
City Clerk  
Date Approved: