



Workshop Meeting of the Livonia Town Board  
Held at the Livonia Town Hall  
Monday, February 8, 2021

Supervisors present: Hass, Hiller, Kuker, Maloney and Pool

Staff present: Clerk/Treasurer Hammre, Deputy Clerk/Treasurer Fiedler and Maintenance Coordinator Berghuis

The Workshop Meeting came to order at 12:30 p.m. for the purpose of conducting the Board of Audit and reviewing the proposed 2022 Budget.

Board of Audit:

Prior to the meeting each Board member selected a minimum of three receipts and checks to be audited for the year ending December 31, 2020. During the Board of Audit each Supervisor examined the receipts and confirmed the receipt was written for the exact dollar amount of the check, transfer or electronic fund transfer. Each supervisor examined the invoices and claims for payment and verified the checks written to vendors were in the amount of the claim. The monthly bank statements were available to confirm the transactions. The Board found all receipts and checks audited to be in good order.

2022 Budget:

Hammre and Fiedler presented the draft budget based on prior year expenditures and revenues and expected expenditures and revenues for 2022. The Board then reviewed the draft budget by examining the line items on the expenditure side of the budget, comparing them to 2020 actual expenditures. The Board then reviewed the draft budget by examining line items on the revenue side of the budget. Small adjustments were made in the road reconstruction, fuel and other equipment line items. The proposed 2022 Levy was determined based on the revenues and expenditures reviewed.

The proposed budget will be on the agenda to be approved at the February 22, 2021 Regular Board Meeting for presentation at the Annual Meeting on March 9, 2021.

The Workshop meeting concluded at 3:00 pm.

Dated this 22<sup>nd</sup> day of February 2021

Chair or Vice Chair

Clerk/Treasurer or Deputy Clerk/Treasurer