

TOWN OF BYRON BOARD SPECIAL MEETING
June 20, 2024

The Byron Town Board Meeting was called to order by Supervisor Candace Hensel at the Byron Town Hall at 6:00 p.m. with the following people present:

Supervisor.....Candace Hensel
Councilman.....Jeff Thompson
Councilman.....Nathan Knickerbocker
Town Clerk.....Kristy Murphy

Not Present

Councilman.....Martin Dilcher
Councilman.....Fred Klycek

Public: Barbie Starowitz, Shannon Thompson

PLEDGE OF ALLEGIANCE:

The pledge of allegiance was led by Supervisor Hensel.

AUDIT FIRM CONTRACT:

Supervisor Hensel led the discussion of options regarding audit firms for the USDA required single line and full town audit.

MMB Company fees not to exceed \$18,500.00 for services for December 31, 2023.

There will be an additional charge associated with meeting with your board (if requested) that will be billed at \$395.00 for each meeting.

If requested, we will assist you with the preparation of your depreciation schedules for the Town for the year ended December 31, 2023. The cost to complete this work will not exceed \$995.00

Allied Financial Partners All Inclusive Maximum Amount of \$16,000.00 for the year ending 2023.

Out of pocket expenses are included in the rates above and are not billed separately. Audit services performed for future periods would increase an estimated annual 5% in fees

Two other companies were contacted. No response from one company. The other company could not have the audit done by September when it needs to be completed.

Councilman Klycek sent an email with his recommendation for the record which read as follows:

I am unable to attend the meeting tonight, but this email serves to communicate my recommendation for an audit firm.

Facts to consider:

We need an audit in order to complete our responsibilities under the grant for the water district. The audit must be completed by September 30, 2024.

- *The number of firms familiar with municipal accounting is limited. Most of the firms with expertise in this area are very busy at this time of the year due to school district audits.*
- *We have received proposals from two firms. We attempted to get additional proposals. One firm declined our request. Another has not responded as of this morning.*
- *We invited multiple proposals to be in compliance with the Procurement Audit recently completed by the State Comptroller's Office. It is not mandatory that we entertain multiple proposals.*
- *We did not submit a written RFP (request for proposal) to the audit firms. Phone calls communicated our requests.*
- *I am not comfortable that the two proposals we have received are comparable.*

I recommend that we accept MMB's proposal. They have worked with us before, and they are familiar with our processes. We need to get this done. We do not have time to send out RFP's and start the bidding process all over again.

Respectfully submitted,

Councilman Fred Klycek

Councilman Dilcher also made the board aware he would need to recuse himself from the vote. He has a family relative that is a partner in MMB Firm

Discussion had on how to proceed.

Resolution #61

Councilman Knickerbocker offered the following resolution and adoption:

BE IT RESOLVED, that the Byron Town Board hereby approves and authorizes the supervisor to sign the engagement for a regular audit and single use audit required by the USDA for WIBA#1

Councilman Thompson seconded the motion and the following vote was carried:

Councilman Thompson-	Aye
Councilman Knickerbocker-	Aye
Supervisor Hensel-	Aye

Vote: Ayes: 3 Nays: 0

ADJOURN:

A **MOTION** was made by Councilman Thompson to adjourn the Byron Town Board meeting at 6:09 p.m. Supervisor Hensel seconded the motion which was carried by the following vote:

Vote: Ayes: 3 Nays: 0

Respectfully Submitted- Kristy Murphy, Town Clerk