

**VILLAGE OF SUSSEX
SUSSEX, WISCONSIN**

**Minutes of the Finance & Personnel Evaluation Committee of
September 7, 2021**

1. Roll Call

The meeting was called to order by Chairman Jarvis at 6:50 p.m.

Members present: Trustee Benjamin Jarvis, Trustee Stacy Riedel, Trustee Scott Adkins, and Member Michael Carlson

Also present: President Anthony LeDonne, Trustee Greg Zoellick, Village Administrator Jeremy Smith, and Assistant Village Administrator Kelsey McElroy-Anderson

A quorum of the Village Board was present at the meeting.

2. Consideration and possible action on minutes

A motion by Jarvis, seconded by Adkins to approve the August 3, 2021 meeting minutes as presented.

Motion carried 4-0.

3. Comments from Citizens

None

4. Operators Licenses

None

5. Check Register and P-card statements:

A motion by Jarvis, seconded by Adkins to recommend to the Village Board approval of the August Check Register and P-Card statement in the amount of \$3,607,105.90.

Motion carried 4-0

6. Ace Hardware Purchases

A motion by Jarvis, seconded by Riedel to recommend to the Village Board approval of the August Ace Hardware purchases of \$469.12.

Motion carried 4-0

7. Temporary Combination Class B “wine” License for The Chamber

A motion by Jarvis, seconded by Riedel to recommend to the Village Board approval of a temporary Class B “Wine” License for The Chamber for the Senior Wine Tasting event on October 6, 2021 at the Civic Center.

Motion carried 4-0

8. Temporary Combination Class B “wine” License for The Sussex Lions Club

A motion by Jarvis, seconded by Carlson to recommend to the Village Board approval of a temporary Class B “beer” License for The Sussex Lions Club for the 3rd Annual Whispering Willow Open Disc Golf event on October 2, 2021 in Village Park.

Motion carried 4-0

9. Mobile Food Vendor Licensing for Cabana Cortez

A motion by Jarvis, seconded by Carlson to recommend to the Village Board approval of the Mobile Food Vendor License for Cabana Cortez, Agent Jesse Cortez as proposed.

Trustee Jarvis asked if there are ADA concerns because this has been discussed in the past. Mr. Smith responded that there aren't ADA concerns because it's a mobile license and there are different requirements versus restaurants that aren't mobile. Member Carlson asked if they are planning to operate year-round. The petitioner responded that they are hoping to. Member Carlson asked about the basis of the fee and Mr. Smith responded that it's based on the Village's cost to inspect and process the application.

Motion carried 4-0

10. Resolution for Exemption from the 2021 Waukesha County Library Tax

A motion by Jarvis, seconded by Riedel to recommend to the Village Board approval of Resolution 21-14, a Resolution for Exemption from the 2021 Waukesha County Library Tax.

Motion carried 4-0

11. Trustee Election Process

Mr. Smith summarized the memo and discussion followed.

A motion by Jarvis, seconded by Riedel to table the agenda item until January 2022.

Motion carried 4-0

12. Topics for Future Agendas

Member Carlson asked about fining the Canadian National when they block Main Street for prolonged periods of time. Mr. Smith responded that there is a State law that allows this, but Federal courts have deemed this law to be unenforceable. Member Carlson stated that this could be prevented if they switched a different way and believes the Train master in Fond Du Lac has the authority to make this decision.

13. Adjournment

A motion by Jarvis, seconded by Adkins to adjourn the meeting at 7:47 p.m.

Motion carried 4-0

Respectfully submitted,

Kelsey McElroy-Anderson
Assistant Village Administrator