

**VILLAGE OF SUSSEX
SUSSEX, WISCONSIN**

**Minutes of the Finance & Personnel Evaluation Committee of
February 7, 2023**

1. Roll Call

The meeting was called to order by Trustee Jarvis at 7:05pm

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

Absent: None

Also present: Assistant Village Administrator Kelsey McElroy-Anderson, Village Administrator Jeremy Smith, Incoming Finance Director Taylor Walls, Village Clerk Jennifer Moore, Village President Anthony LeDonne, Trustee Greg Zoellick, Trustee Lee Uecker, and members of the public.

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 December 6, 2022 meeting minutes as presented.

Motion carried 4-0

3. Comments from Citizens:

None

4. Consideration and possible action on Operators Licenses

None

5. Check Register and P-card statements:

A motion by Jarvis, seconded by Carlson to recommend to the Village Board approval of the January Check Register and P-Card statement in the amount of \$1,375,400.98.

Motion carried 4-0

6. Ace Hardware Purchases

A motion by Jarvis, seconded by Riedel to recommend to the Village Board approval of the January Ace Hardware Purchases in the amount of \$3,435.50.

Motion carried 4-0

7. Temporary Class "B" retail license for HAWS Romp 'n Rally

A motion by Jarvis, seconded by Adkins to recommend to the Village Board approval of a temporary Class "B" retail license for the sale of fermented malt beverages for the Humane Animal Welfare Society Romp 'n Rally event at Village Park on May 6, 2023, Agent: Jessica Pinkos.

Motion carried 4-0

8. Temporary Class "B" retail license for 21st Annual Junior Chargers Summer Classic Baseball Tournament

A motion by Jarvis, seconded by Riedel to recommend to the Village Board approval of a temporary Class "B" retail license for the sale of fermented malt beverages for the Hamilton Jr. Chargers Baseball, Inc. 21st Annual Junior Chargers Summer Classic Baseball Tournament at Sussex Village Park and Armory Park on June 23, 2023, Agent: Jamie McMillan.

Motion carried 4-0

9. Annual Designation of Public Depositories and Other Financial Institutions

A motion by Jarvis, seconded by Carlson to recommend to the Village Board approval of Resolution No. 23-5, a Resolution Designating Public Depositories and Approving Other Financial Institutions for Investment.

Motion carried 4-0

10. Resolution 23-6 Authorizing the Redemption of Certain of the General Obligation Community Development Bonds, Series 2013, Dated September 17, 2013.

A motion by Jarvis, seconded by Carlson to recommend to the Village Board approval of Resolution 23-6 Authorizing the Redemption of Certain of the General Obligation Bonds, Series 2013, Dated September 17, 2013. Motion carried 4-0

11. Resolution 23-7 Authorizing \$2,945,000 General Obligation Bonds for Street Improvement Projects

A motion by Jarvis, seconded by Carlson to recommend to the Village Board approval of Resolution No. 23-7 Authorizing \$2,945,000 General Obligation Bonds for Street Improvement Projects.

Motion carried 4-0

12. Resolution 23-8 Providing for the Sale of Not to Exceed \$2,945,000 General Obligation Street Improvement Bonds, Series 2023A.

A motion by Jarvis, seconded by Carlson to recommend to the Village Board approval of Resolution No. 23-8 Providing for the Sale of Not To Exceed \$2,945,000 General Obligation Street Improvement Bonds, Series 2023A.

Motion carried 4-0

13. Ordinance 887 to repeal and recreate Subsections 18.10065(B) "Fee Amounts", and 18.10065(D) "Refund of Impact Fees" of Chapter 18, the Land Division and Development Ordinance with respect to amending the Library Impact Fee

A motion by Jarvis, seconded by Riedel to recommend to the Village Board approval of Ordinance 887 to repeal and recreate Subsections 18.10065(B) "Fee Amounts", and 18.10065(D) "Refund of Impact Fees" of Chapter 18, the Land Division and Development Ordinance with respect to amending the Library Impact Fee.

Motion carried 4-0

14. 2022 4th Quarter Investment Report

Finance Director Taylor Walls presented the 2022 4th Quarter Investment Report.

A motion by Adkins, seconded by Jarvis to accept the 4th Quarter Investment Report. Motion carried 4-0

15. Identity Theft Prevention Program

Finance Director Taylor Walls presented the annual update of the effectiveness of the Identity Theft Prevention Program for the Village and Fire Department showing there were no identity theft incidents reported since the last report covering 2021. A motion by Jarvis, seconded by Adkins to accept the report. Motion carried 4-0

10. Future Topics

11. Adjournment

A motion by Jarvis, seconded by Adkins to adjourn the meeting at 7:36pm

Motion carried 4-0

Respectfully submitted,
Jennifer Moore
Clerk-Treasurer