

**VILLAGE OF SUSSEX
SUSSEX, WISCONSIN**

**Minutes of the Finance & Personnel Evaluation Committee of
April 4, 2023**

1. Roll Call

The meeting was called to order by Trustee Jarvis at 6:30pm

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

Absent: None

Also present: Assistant Village Administrator Kelsey McElroy-Anderson, Finance Director Taylor Walls, Village President Anthony LeDonne, 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 Adkins, seconded by Carlson to approve the March 7, 2023 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 Riedel to recommend to the Village Board approval of the March Check Register and P-Card statement in the amount of \$1,600,338.

Motion carried 4-0

6. Ace Hardware Purchases

A motion by Jarvis seconded by Adkins to recommend to the Village Board approval of the March Ace Hardware Purchases in the amount of \$460.23.

Motion carried 4-0

7. Amend the Class "B" retail license for Sussex Bowl

The petitioner, Stephen Hoehnen, presented their request to amend the Sussex Bowl Class "B" retail license for specific dates and times to correspond with special events at this location. The proposed amendments to the license were included in the packet for consideration. Mr. Hoehnen asked the Committee to consider extending the timeframe for sales from 4:00-9:00pm to 4:00-10:00pm. The Committee discussed noise concerns to which Mr. Hoehnen responded that they have existing events that last until 10:00pm on the volleyball courts and they will also hire off duty police officers to prevent these issues from arising.

A motion by Jarvis seconded by Riedel to recommend to the Village Board approval of the amendment to the Class "B" retail license for the sale of fermented malt beverages for the Sussex Bowl from July 1, 2022 to June 30, 2023, Agent: Stephen Hoehnen with the revision of hours to 4:00pm-10:00pm.

Motion carried 4-0

8. Temporary Class "B" retail license for the Village Park Concession Stand

A motion by Jarvis, seconded by Carlson to recommend to the Village Board approval of the Class B License for the sale of Fermented Malt Beverages for SBA Operations, LLC for the Village Park Concession Stand beginning May 1, 2023 and ending November 1, 2023, Agent: Samantha May subject to the standard conditions.

Motion carried 4-0

9. Temporary Class “B” retail license for the sale of Fermented Malt Beverages

Trustee Jarvis combined Agenda Items A through C:

- A. The Sussex Lions Club for Sussex Lions Daze at Village Park beginning July 14, 2023 and ending July 16, 2023, Agent: Rick Vodicka
- B. The Sussex Area Service Club Big Engine Show and Threshing Bee event at Village Park beginning August 25, 2023 and Ending August 27, 2023, Agent: Rick Vodicka
- C. The Sussex Area Service Club for Spooky Sussex at Village Park on October 20, 2023, Agent: Jennifer Waltz

A motion by Jarvis, seconded by Adkins to recommend to the Village Board approval of the temporary Class B License for the sale of Fermented Malt Beverages for the events listed above subject to the standard conditions.
Motion carried 4-0

10. Audit Contract Extension

A motion by Jarvis seconded by Riedel to recommend to the Village Board approval of the one year audit contract extension with Wipfli

Motion carried 4-0

11. 2023/24 Insurance Renewal

A motion by Jarvis seconded by Carlson to recommend to the Village Board approval of the insurance renewal through the League of Wisconsin Municipalities.

Motion carried 4-0

11. 2022 Surplus Allocation

A motion by Jarvis seconded by Adkins to recommend to the Village Board approval of the 2022 surplus allocation as proposed.

Motion carried 4-0

13. Future Topics

None

22. Adjournment

A motion by Jarvis seconded by Riedel to adjourn the meeting at 7:12pm

Motion carried 4-0

Respectfully submitted,
Kelsey McElroy-Anderson
Assistant Village Administrator