

**VILLAGE OF SUSSEX
SUSSEX, WISCONSIN**

**Minutes of the Finance & Personnel Evaluation Committee of
February 6, 2024**

1. Roll Call

The meeting was called to order by Trustee Jarvis at 7:02p.m.

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

Absent: None

Also present: Village Administrator Jeremy Smith and members of the public.

A quorum of the Village Board was not present at the meeting.

2. Consideration and possible action on minutes

A motion by Adkins, seconded by Carlson to approve the January 2, 2024 meeting minutes as presented.

Motion carried 4-0

3. Comments from Citizens:

None

4. Consideration and possible action on Operators Licenses

Kendall Marinier requested postponement to the March meeting due to a family emergency.

5. Check Register and P-card statements:

A motion by Jarvis, seconded by Riedel to recommend to the Village Board approval of the January Check Register and P-Card statement in the amount of \$8,327,739.45.

Motion carried 4-0

6. Ace Hardware Purchases

A motion by Jarvis seconded by Carlson to recommend to the Village Board approval of the January Ace Hardware Purchases in the amount of \$3,558.38.

Motion carried 3-0

7. Resolution 24-03 – Public Depositories and Financial Institutions

A motion by Jarvis, seconded by Riedel to recommend to the Village Board approval of Resolution No. 24-03, 2024 Annual Designation of Public Depositories and Approving Other Financial Institutions for Investment.

Motion carried 4-0

8. 2023 4th Quarter Investment Report

A motion by Adkins, seconded by Jarvis to accept the 4th Quarter Investment Report

Motion carried 4-0

9. 2023 Annual 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. Alcohol Beverage License Agent Change

A motion by Jarvis, seconded by Carlson to recommend to the Village Board approval of the Alcohol Beverage License Agent Change for “the” Kitchen (N64W23316 Main Street) to Gabriel J. Kolesari.

Motion carried 4-0

11. License Agreement

A motion by Jarvis, seconded by Riedel to recommend to the Village Board approval of the Verizon Wireless License Agreement at the Well 5 Water Tower.

Motion carried 4-0

12. Adjournment

A motion by Jarvis seconded by Riedel to adjourn the meeting at 7:11 p.m.

Motion carried 4-0

Respectfully submitted,
Kelsey McElroy-Anderson
Assistant Village Administrator