

**VILLAGE OF SUSSEX
SUSSEX, WISCONSIN**

**Minutes of the Finance & Personnel Evaluation Committee of
March 3, 2020**

1. Roll Call

The meeting was called to order by Chairman Uecker at 6:28 p.m.

Members present: Trustee Lee Uecker, Trustee Scott Adkins, Bill Wiesneski, and Trustee Michael Bartzen

Also present: Village Administrator Jeremy Smith, Assistant Village Administrator Kelsey McElroy-Anderson, President Greg Goetz, David Anderson with PFM Financial Advisors LLC, and members of the Public.

2. Consideration and possible action on minutes

A motion by Wiesneski, seconded by Adkins to approve the February 4, 2020 meeting minutes as presented.
Motion carried 4-0.

3. Comments from Citizens

No one was present who wished to be heard.

4. Operator Licenses

None

5. Check Register and P-card statements:

A motion by Wiesneski, seconded by Adkins to recommend to the Village Board approval of Closing the 2019 Check Register as well as approval of the February Check Register and P-Card statement in the amount of \$4,285,312.51.
Motion carried 4-0

6. Authorizing Bond Sales and Providing for the Sale of Bonds

David Anderson with PFM Financial Advisors LLC presented.

A motion by Uecker, seconded by Wiesneski to recommend to the Village Board approval of the following:

- A. Initial Resolution 20-12 Authorizing General Obligation Bonds in an Amount Not to Exceed \$8,000,000 for Street Improvement Projects.
- B. Resolution 20-13 Providing for the Sale of Not to Exceed \$8,000,000 General Obligation Street Improvement Bonds, Series 2020A.
- C. Resolution 20-14 Providing for the Sale of Approximately \$1,040,000 Sewerage System Revenue Bonds, Series 2020B.
- D. Resolution 20-15 Providing for the Sale of Approximately \$1,955,000 Storm Water System Revenue Bonds, Series 2020C.

Motion carried 4-0.

7. Resolution 20-11 Regarding Industrial Development Revenue Bond Financing

A motion by Uecker, seconded by Bartzen to recommend to the Village Board approval of Resolution 20-11 regarding Industrial Development Revenue Bond Financing for Prestwick Development LLC Project.

Motion carried 4-0

8. Ordinance 866 to Repeal and Recreate Chapter 4, Sub Section 6

A motion by Uecker, seconded by Wiesneski to recommend to the Village Board approval of Ordinance 866 to Repeal and Recreate Chapter 4, Sub Section 6 Entitled "Operator's License" of the Municipal Code of the Village of Sussex.

Motion carried 4-0

9. Operator's License Policy

The Finance and Personnel Committee discussed the parameters of the new Operator's License Policy, which will outline which licenses would still go for review by the Village Board.

Uecker asked how the Committee wants to handle applicants with multiple violations that were several years ago. Wiesneski asked about if someone has been incarcerated for the past five years.

Adkins asked staff when the last time an applicant was denied. Smith responded that he has only seen a few denials in 17 years. Adkins then asked under what grounds the Committee could deny a license. Smith responded that the violation must be alcohol related or the conviction must show poor judgement in the past. Adkins then asked if the Committee could require a letter of recommendation from the employer. Smith stated that this could be incorporated into the process, and some communities do require this type of letter. Adkins asked if the Village could request information about past denials in other municipalities. Smith recommended that staff consult the Village attorney on this question.

Goetz stated that he would like additional time to consider these policy questions.

Bartzen stated that he would like to see applicants with a past history of any theft, alcohol, drugs, or fiduciary violations. Not just felonies.

There was consensus that violations within three (3) years that involve theft, alcohol, drugs, fiduciary, or are violent in nature require committee approval. When this occurs, the Committee would like a letter of recommendation from the employer. Additionally, staff would have discretion to bring anything questionable forward.

There was consensus to update the Board about the Operator's License policy considerations, and recommend that Village Board Members bring comments to the next Finance and Personnel Committee meeting.

10. Brewery-Temporary Second Location Policy

The Committee provided direction to staff to draft a policy regulating renters use of a brewery at an event held on village property. The recommended policy should also go to the Park Board for review and comment.

There was consensus that 1) the Village should allow a brewery to be a permitted option for renters wishing to serve alcohol; 2) this option should be available to all renters; and 3) the parameters outlined in the staff memo should be included in the policy.

11. Topics for Future Agendas

None

12. Adjournment

A motion by Wiesneski, seconded by Adkins to adjourn the meeting at 7:42 p.m.

Motion carried 4-0.

Respectfully submitted,

Kelsey McElroy-Anderson
Assistant Village Administrator