



## MINUTES OF AN OFFICAL MEETING:

Notice is hereby given that a public meeting will be held on the date, time and location shown below. Upon attaining a quorum of members, all items listed on the agenda shown below may be considered (discussed and/or acted upon).

**Regular/Special:** *Finance & Licensing Committee*

**Date and Time:** *Monday, January 13, 2025 at 6:45 pm*

**Location:** *Deerfield Village Hall, 23 West Nelson St., Deerfield, WI*

**Members Present:** *Greg Frutiger, Scott Tebon, Gary Wieczorek*

**Members Excused:** *N/A*

**Others Present:** *Maggie Darr, Village Administrator*  
*Nathon Paoli, Public Works Director*

### 1. Roll Call

***The Village of Deerfield Finance & Licensing Committee was called to order at 6:45 p.m. and roll call was taken. All members present.***

### 2. Announcements

- a. The next regularly scheduled meeting is January 27, 2025 at 6:45 p.m.

### 3. Approval of the January 13, 2025 Finance & Licensing Agenda

***Motion by Member Tebon, second by Member Wieczorek to approve the agenda for the Finance & Licensing Committee. Motion carried unanimously (3 – 0).***

### 4. Minutes of the December 9, 2024 Meeting

***Motion by Member Tebon, second by Member Wieczorek to approve the December 9, 2024 minutes for the Finance & Licensing Committee. Motion carried unanimously (3 – 0).***

### 5. New Business

- a. Approval of any Vouchers over \$25,000.

***None.***

- b. Review of Village Checks issued on December 19, 2024 and January 6, 2025.

***Members asked questions about a few of the vendor payments, including Commercial Air, McCredie, and Badger Truck Upfitters. Darr & Paoli answered the committee member questions.***

***Motion by Member Wieczorek, second by Tebon to approve Village checks issued December 9, 2024 and January 6, 2025. Motion carried unanimously (3 – 0).***

c. Approval of 2 Operator's License's for Deerfield Grille.

***Motion by Member Tebon, second by Frutiger to approve two Operator's Licenses for Deerfield Grille. Motion carried unanimously (3 – 0).***

d. Approval of Retail Alcohol & Tobacco License for Kings Operating WI, LLC

***Member Wieczorek suggested staff looks into the legality and what would be required to tie liquor and tobacco licenses for gas stations to the licensee selling gas. If a gas station stops selling gas, can their liquor and tobacco licenses be revoked? Staff will follow up.***

***Motion by Member Tebon, second by Frutiger to approve Retail Alcohol & Tobacco License for Kings Operating WI, LLC. Motion carried unanimously (3 – 0).***

e. Discuss/Possible action on contract for Employee Training in Caselle Software

***Darr explained the benefits of expending the funds for this training.***

***Motion by Frutiger, second by Tebon approving the Purchase Agreement with Civic Systems for employee training. Motion carried unanimously (3 – 0).***

***Member Wieczorek asked about the timing of the audit, and suggested the Village starts the audit process early and ensure Bauman Associates, Ltd complete a thorough audit given the staff transitions over the last year.***

## 6. Adjournment

***Motion by Tebon, seconded by Frutiger to adjourn the Finance & Licensing Committee meeting at 7:00 p.m. Motion carried unanimously (3 – 0).***

Respectfully submitted by:  
Maggie Darr  
Village Administrator