



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