

Village of Cross Plains Finance Advisory and Enhancement Committee

Regular Meeting Minutes

Wednesday, March 1, 2023

6:30 pm

The video link to this meeting can be found at: <https://www.youtube.com/watch?v=q79SEHezVfw>

I. Call to Order and Roll Call

The meeting of the Village of Cross Plains Finance Advisory and Enhancement Committee was called to order at 6:35 p.m.

Present: Committee members Deb Cutler, Tim Hillebrand, Jed Henry, Michael Pomykalski, John Burandt and Jay Lengfeld.

Absent: None.

Also present: Bobbi Zauner (Finance Director).

II. Public Comment – None.

III. Reports

1. Committee Chairperson

Lengfeld welcomed new committee member John Burandt.

2. Committee Members – None.

3. Finance Director – None.

IV. General Business

1. Discussion and possible approval of the February 1, 2023 Finance Advisory and Enhancement Committee Minutes.

A motion was made by Pomykalski, second by Hillebrand, and unanimously carried to approve the February 1, 2023, Finance Advisory and Enhancement Committee meeting minutes.

2. Discussion and possible action regarding report on Transportation Utilities and Wheel Tax.

Zauner presented the updated report on Transportation Utilities and Wheel Tax. Following discussion, a motion was made by Hillebrand, second by Pomykalski, and unanimously carried by the Finance Advisory and Enhancement Committee to approve

the report on Transportation Utilities and Wheel Tax. Report will be presented to the Village Board at the March 27, 2023 meeting.

3. Discussion and possible action regarding Sewer Adjustment Policy.

Following discussion, no action was taken. This item will be further discussed at the April 5, 2023 meeting. Staff will report an average time commitment spent on each sewer adjustment request that the Village receives.

4. Discussion and possible action regarding Segregation of Duties comment in annual audit report.

Following an overview by Lengfeld and discussion, Pomykalski will complete a monthly review of sample invoices and report results back to the Finance Advisory and Enhancement Committee.

V. Future Agenda Items

Hillebrand requested a discussion on a policy regarding the use of state contracts for vehicle and equipment purchases.

VI. Adjournment

A motion was made by Hillebrand, second by Burandt, and unanimously carried by the Finance Advisory and Enhancement Committee to adjourn at 7:48 p.m.

Proper notice of this meeting was given to the public and posted on the public bulletin boards in accordance with the Open Meeting Law.

Respectfully submitted,

Bobbi Zauner
Finance Director/Clerk