

Village of Cross Plains Finance Advisory and Enhancement Committee

Regular Meeting Minutes

Wednesday, April 5, 2023

6:30 pm

The video link to this meeting can be found at: <https://www.youtube.com/watch?v=6uUlj4nOGYE>

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 6:30 p.m.

Present: Committee members Deb Cutler, Tim Hillebrand, Jed Henry (arrived at 6:32), 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 reported that the Village Board passed a village-wide leaf pickup program. Information will be distributed to residents via flyer, website, and newsletter.

2. **Committee Members** – None.

3. **Finance Director** – None.

IV. **General Business**

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

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

2. **Discussion and possible action regarding Sewer Adjustment Policy**

Following discussion, Cutler will put together a report on the Committee's conclusions regarding the Sewer Adjustment Policy and charging an administrative fee for submittal review.

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

Following discussion, Finance Director Bobbi Zauner will meet with department heads to discuss purchasing procedures.

4. Discussion and possible action regarding a policy on using state contracts for vehicle and equipment purchases.

Following discussion, Hillebrand will research the state contract pricing program.

5. Discussion and possible action regarding lights in Zander Park.

Lengfeld reported that the Village Board has approved the idea of getting lights in Zander Park, and the Village will research potential grants for the project.

6. Discussion and possible action regarding postage machine lease versus purchase.

Following discussion, a motion was made by Henry, second by Burandt, and unanimously carried by the Finance Advisory & Enhancement Committee to lease a postage machine instead of purchasing.

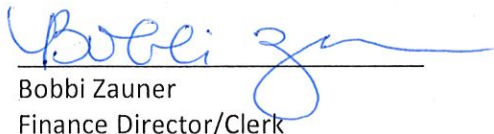
V. Future Agenda Items – None.

VI. Adjournment

A motion was made by Cutler, second by Hillebrand, and unanimously carried by the Finance Advisory and Enhancement Committee to adjourn at 7:33 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