

Finance Committee Meeting

Monday, May 15, 2023

5:00 p.m.

Members Present: Tim Durigan, Steve Fritz, Al Haga

Members Absent: Ross Ballard

Others Present: Gary Wolf, Steve Kunst, Julia Mann, Karen Swanson, Tammy Wojtalewicz, Al Tessmann, Greg Johnson – Ehlers via video

1. Mr. Durigan called the meeting to order at 5:00 p.m.
2. MINUTES
 - ✓ **Mr. Haga moved to approve the minutes of the meeting of April 17, 2023. Mr. Fritz seconded and the motion carried.**
3. PERSONS WISHING TO ADDRESS THE COMMITTEE
None.
4. VOUCHERS
 - ✓ **Mr. Fritz moved to approve the vouchers as listed. Mr. Haga seconded and the motion carried.**
5. EHLERS PRESENTATION – RESOLUTION PROVIDING FOR THE ISSUANCE OF APPROXIMATELY \$7,105,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2023A
Ms. Mann introduced Greg Johnson with Ehlers, who is the Village's financial advisor. Mr. Johnson reviewed the Pre-Sale report for \$7,105,000 General Obligation Promissory Notes, Series 2023A, copy attached. He stated that the purpose of the issue is to fund public works equipment, street reconstruction, and the Lake Pacawa improvements project. Mr. Johnson referred to the various tables outlining the net tax levy for the debt payments, the breakdown of funding uses, the capital improvements financing plan, the amortization schedule, existing and proposed debt and tax rate for the debt service, the Village's borrowing capacity and the cash flow projection for TID 4. Mr. Johnson reviewed the issuance timetable with an estimated closing date of July 13, 2023.

Mr. Kunst discussed the 3 year street reconstruction cycle and the Lake Pacawa improvements project debt.
 - ✓ **RECOMMENDATION TO VILLAGE BOARD: Mr. Haga moved to approve the Resolution Providing for the Issuance of Approximately \$7,105,000 General Obligation Promissory Notes, Series 2023A. Mr. Fritz seconded and the motion carried.**
6. BARTENDER LICENSE
Dakota Olson was present to discuss the discrepancies between her bartender license application and the police department records check. She stated that she didn't know she had to put all of her violations down. Ms. Swanson mentioned to the Committee, that the front office staff emphasizes to all bartender license applicants to list all violations.
 - ✓ **RECOMMENDATION TO VILLAGE BOARD: Mr. Fritz moved to approve a bartender license for Dakota Olson. Mr. Haga seconded and the motion carried.**
7. PROVISIONAL "CLASS A" RETAIL ALCOHOL BEVERAGE COMBINATION LICENSE – PLOVER PETRO LLC, AGENT NAWARAJ SUBEDI – PLOVER EXPRESS MART – 2621 PLOVER RD., VILLAGE OF PLOVER
Ms. Swanson referred to her memo, copy attached. She explained that the Plover Express Mart will be under new ownership at the end of May. Due to the timing, a regular Retail Alcohol Beverage Combination license could not be considered at this meeting. They will need a provisional license until the regular license is considered in June.
 - ✓ **RECOMMENDATION TO VILLAGE BOARD: Mr. Haga moved to approve a Provisional "Class A" Retail Alcohol Beverage Combination license for Plover Petro LLC, Agent Nawaraj Subedi**

for Plover Express Mart at 2621 Plover Rd., Village of Plover. Mr. Fritz seconded and the motion carried.

8. RETAIL ALCOHOL BEVERAGE LICENSE RENEWALS

Ms. Swanson referred to her memo listing applicants for Retail Alcohol Beverage license renewals thus far, copy attached.

- ✓ **RECOMMENDATION TO VILLAGE BOARD: Mr. Haga moved to approve Retail Alcohol Beverage license renewals for the applicants listed. Mr. Fritz seconded and the motion carried.**

9. TEMPORARY CLASS “B” FERMENTED MALT BEVERAGE RETAILERS LICENSE – PORTAGE COUNTY HISTORICAL SOCIETY, HERITAGE DAYS MUSIC & HISTORY FESTIVAL, 2700 MADISON AVE. – JUNE 17-18, 2023

Ms. Swanson referred to her memo, copy attached. She explained that the Portage County Historical Society would like to sell beer at their Heritage Days Music & History Festival on June 17-18, 2023. She stated that they have been granted a temporary license in the past.

- ✓ **RECOMMENDATION TO VILLAGE BOARD: Mr. Haga moved to approve a Temporary Class “B” Fermented Malt Beverage Retailers license to the Portage County Historical Society for Heritage Days Music & History Festival on June 17-18, 2023. Mr. Fritz seconded and the motion carried.**

10. O’SO BREWING – REQUEST FOR TEMPORARY EXTENSION OF PREMISES FOR RETAIL ALCOHOL BEVERAGE LICENSE TO INCLUDE THE PAVED LOT BETWEEN O’SO BREWING AND THE BUILDING TO THE EAST ON SATURDAY, MAY 20, 2023 – 1800 PLOVER RD.

Ms. Swanson referred to her memo, copy attached. She stated that Mr. Buttera was present to answer any questions that the Committee may have. Mr. Buttera explained that they are sponsoring a 5K run/walk with all proceeds going toward the Never Forgotten Honor Flight program. The paved lot between the buildings will provide for extra gathering space.

- ✓ **RECOMMENDATION TO VILLAGE BOARD: Mr. Haga moved to approve O’so Brewing’s request for a temporary extension of their premises of their Retail Alcohol Beverage license to include the paved lot between O’so Brewing and the building to the east on Saturday, May 20, 2023 – 1800 Plover Rd. Mr. Fritz seconded and the motion carried.**

11. CARPET PRO CLEAN REIMBURSEMENT OF DUPLICATE 2022 PERSONAL PROPERTY TAX BILL DUE TO PALPABLE ERROR

Ms. Mann referred to her memo, copy attached. She explained that Carpet Pro Clean is requesting reimbursement for a duplicate 2022 personal property tax bill. The duplicate account has been removed for 2023.

- ✓ **RECOMMENDATION TO VILLAGE BOARD: Mr. Haga moved to approve the Carpet Pro Clean Reimbursement of a duplicate 2022 personal property tax bill due to a palpable error. Mr. Fritz seconded and the motion carried.**

12. REPORTS

a. Treasurer’s report

Ms. Mann presented her Treasurer’s report, copy attached.

- ✓ **Mr. Fritz moved to accept the Treasurer’s report as presented. Mr. Haga seconded and the motion carried.**

13. Mr. Fritz moved to adjourn at 5:30 p.m. Mr. Haga seconded and the motion carried.