

**VILLAGE OF SUSSEX  
SUSSEX, WISCONSIN**

**Minutes of the Finance & Personnel Evaluation Committee of  
August 5, 2025**

**1. Roll Call**

The meeting was called to order by Adkins at 6:54 p.m.

Members present: Trustee Scott Adkins and Village President Anthony LeDonne

Absent: Trustee Ben Jarvis, Member Michael Carlson

Also present: Assistant Village Administrator Katherine Gehl and Village Administrator  
Jeremy Smith and Trustee Lee Uecker

A quorum of the Village Board was not present at the meeting.

**2. Consideration and possible action on minutes**

A motion by Adkins, seconded by LeDonne to approve the June 3, 2025 meeting minutes as presented.

Motion carried 2-0

**3. Check Register and P-card statements**

A motion by Adkins, seconded by LeDonne to recommend to the Village Board approval of the July Check Register and P-Card statement in the amount of \$2,592,175.57.

Motion carried 2-0

**4. Ace Hardware Purchases**

The July Ace Hardware Purchases will go to the Village Board for approval without recommendation from the Finance & Personnel Evaluation Committee.

**5. Tobacco License Change of Agent**

A motion by LeDonne, seconded by Adkins to recommend to the Village board approval on a change of agent for Walgreens Co. N65W25055 Main St., Sussex, to James J Girmscheid.

Motion carried 2-0

**6. Mobile Food Vendor**

Jill Paddock (owner) was present and available for questions.

A motion by LeDonne, seconded by Adkins to recommend to the Village board approval on a Mobile Food Vendor License for Kona Ice of Waukesha, N88W28235 Getaway Ln., Hartland, to do business at the Wee Welcome Inn Child Care Center located at N63W24375 Main St., Sussex .

Motion carried 2-0

**7. Ordinance Relating to Establishing Four Year Terms for the Village President and Trustees of the Village of Sussex**

After discussion by the Committee, no action was taken on this agenda item.

**8. 2025 2ndQuarter Investment Report**

A motion by Adkins, seconded by LeDonne to recommend to the Village Board acceptance of the 2025 2<sup>nd</sup> Quarter Investment Report.

Motion carried 2-0

**9. Future Topics**

None

**10. Adjournment**

A motion by Adkins, seconded by LeDonne to adjourn the meeting at 7:00 p.m.

Motion carried 2-0

Respectfully submitted,  
Jennifer Boehm  
Clerk/Treasurer