

1. Call to Order

Trustee Wishau called the meeting to order at 5:30 p.m.

Committee Members: President Dobbs, Trustee Wishau and Trustee Martin. Trustee Weatherston, Trustee Stillman, Trustee Wanggaard, and Trustee McManus were also present.

Absent: None.

Department Managers: Village Administrator Kathy Kasper (via teleconference), HR Manager Michelle Tucker, Finance Director Bane Thomey, and Police Chief Chris Botsch.

2. Approval of Minutes

Motion by Trustee Martin to approve the minutes dated August 16, 2021. Seconded by President Dobbs. Motion carried unanimously.

3. Status Update - Civic Systems Purchase Order Module Implementation.

The Village has a ticket in to purchase the module. We are currently implementing MiPay, and once that is finished, the plan is to start implementing this. Staff felt this would not be implemented until after the audit season, which could be 6-8 months out. The Finance Committee would like to meet in January to ensure a plan to get this implemented.

4. Purchasing Ordinance Discussion And Review Requirements

The Committee discussed the requirements for the sole source purchasing process and the justification or quotes viewable in MiView. Trustee Wishau is going to review to make sure the documentation is satisfactory.

5. Adjournment

Motion by President Dobbs to adjourn. Seconded by Trustee Martin. Motion carried unanimously.

Meeting adjourned at 5:40 p.m.

Respectfully submitted,
Joslyn Hoeffert, Village Clerk