

**VILLAGE OF SUSSEX  
SUSSEX, WISCONSIN**

**Minutes of the Public Works Committee of  
July 14, 2020**

**1. Roll Call**

The meeting was called to order by Chairman Adkins at 6:02 p.m.

Members present: Trustee Scott Adkins, Trustee Lee Uecker, Trustee Michael Bartzen, and Keith Markano.

Also present: Village Administrator Jeremy Smith, Assistant Village Administrator Kelsey McElroy-Anderson, Village Engineer/Public Works Director Judith Neu, Assistant Director of Public Works Dennis Wolf, and members of the Public.

A quorum of the Village Board was present at the meeting.

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

A motion by Markano, seconded by Bartzen to approve the June 2, 2020 meeting minutes as presented.

Motion carried 4-0.

**3. Consideration and possible action on bills for payment:**

A motion by Uecker, seconded by Markano to recommend to the Village Board approval of bills for payment in the amended amount of \$2,241,052.87.

Motion carried 4-0.

**4. Consideration and possible action on Utility Items:**

**A. Filter Control Panel Replacement**

Dennis Wolf, Assistant Director of Public Works, presented the request. Mr. Markano asked if we would be mixing old components with new components. Mr. Wolf responded that the entire panel would be replaced. Mr. Bartzen asked if staff would be able to operate the panel remotely if there was an alarm or issue. Mr. Wolf responded that this will be possible. Mr. Adkins asked if we can anticipate getting the same lifespan out of this replacement to which Mr. Wolf responded that he isn't sure, but it seems unlikely given that this is a touch screen panel.

A motion by Bartzen, seconded by Uecker to recommend to the Village Board awarding the contract for the filter control panel replacement to Enhanced Automation with a total budget of \$82,830.

Motion carried 4-0.

**B. Jeanine Metering Station Billing Settlement Agreement**

Mr. Uecker asked if they are requesting a credit and staff clarified that they would like a check. Mr. Adkins asked who is responsible to pay for the repairs at the lift station and staff responded that this is the responsibility of the sanitary district, not the Village.

A motion by Adkins, seconded by Markano to recommend to the Village Board payment of the amount owed after the July credit is issued.

Motion carried 4-0.

**5. Consideration and possible action on Sidewalk and Street Items:**

None

**6. Consideration and possible action on Other Public Works Items:**

**A. Payment Request for Beaver Control Activities**

Mr. Smith stated that this request for the property owner has been denied in the past.

A motion by Adkins, seconded by Markano to recommend to the Village Board denial of the property owners request for payment for a portion of beaver control activities from the property owned by the Village of Sussex west of STH 164 and south of Prospect Court.

Motion carried 4-0.

**7. Staff Reports, update and issues, and possible action regarding subdivision, developments, and projects:**

**A. Engineer's Report**

Mrs. Neu summarized the Engineer's Report included in the meeting packet.

**B. Estoppel Certificate with Kwik Trip**

A motion by Bartzen, seconded by Uecker to recommend to the Village Board approval of the estoppel certificate with Kwik Trip for the sidewalk easement.

Motion carried 4-0.

**8. Other discussion for future agenda topics**

Mr. Uecker asked about the weed issue along Good Hope Road. Ms. Neu responded that the area was touched up and re-seeded in May, but the contractor will have to do some additional work.

Mr. Bartzen asked what construction activity was taking place near Woodside School. Mr. Smith said he wasn't sure and that staff will look into it.

Mr. Adkins asked about the replacement or repair of Village entrance signs. Mr. Smith responded that the sign on Good Hope is going to be removed and that replacement can be discussed in the future.

**9. Adjournment**

A motion by Adkins, seconded by Uecker to adjourn the meeting at 6:44 p.m.

Motion carried 4-0.

Respectfully submitted,

Kelsey McElroy-Anderson  
Assistant Village Administrator