

**VILLAGE OF SUSSEX
SUSSEX, WISCONSIN**

**Minutes of the Village Board Meeting of
July 28, 2020**

1. Roll Call

The meeting was called to order by President LeDonne at 6:02 pm.

Members present: Greg Zoellick, Lee Uecker, Scott Adkins, Ron Wells, Wendy Stallings, Michael Bartzen and President Anthony LeDonne.

Members excused: None

Also present: Administrator Jeremy Smith, Attorney John Macy, Assistant Village Administrator Kelsey McElroy Anderson, Administrative Services Director Sam Liebert and members of the Public.

2. Pledge of Allegiance

President LeDonne led the pledge of allegiance.

3. Meeting Minutes

A motion by LeDonne, seconded by Zoellick to approve the June 23, 2020 Village Board meeting minutes as amended per Library Adele Loria's email to Village Clerk Sam Liebert. Motion carried 7-0

4. Communications and Public Hearings

A. Village President Report

President LeDonne stated that Tuesday, August 4 the Joint Review Board Annual Meeting for TIF #6 and TIF #7 takes place at 3 pm in the Civic Center Board Room and that the Public Works Committee meets at 6 pm in the Civic Center Board Room, immediately followed by the Finance and Personnel Evaluation Committee. Wednesday, August 5 the Architectural Review Board meets at 4 pm in the Civic Center Committee Room and that the National Night Out event scheduled for August 5 has been cancelled. Tuesday, August 11 that the Partisan Primary for the November 3 General Election takes place from 7 am to 8 pm at the Sussex Civic Center for all Village of Sussex residents. Those wishing to receive an absentee ballot must submit a written application and copy of their photo ID to the Sussex Village Clerk no later than 5 p.m. Thursday, August 6, via fax, email, US Postal Service or in person, or request a ballot online at My Vote WI.

5. Committee Reports

5.A. Finance and Personnel Committee

5.A.1. Motion by Bartzen, seconded by Adkins to approve of the June Check Register and P-card Statement in the amount of \$3,855,479.82. Motion carried 7-0

5.A.2. Motion by Bartzen, seconded by Uecker to approve the June Ace Hardware purchases in the amount of \$81.40. Motion carried 6-0 with LeDonne abstaining.

5.A.3. Motion by Bartzen, seconded by Stallings to approve of an Operator License for Debra Bransted subject to the standard conditions for operator license approval. Motion carried 7-0

5.A.4. Motion by Bartzen, seconded by Stallings to approve of the Initial Resolution #20-22 regarding Industrial Development Revenue Bond Financing for the Sussex IM, Inc. project. Motion carried 7-0

5.A.5. Motion by Bartzen, seconded by Uecker to approve of the rate study (Resolution 20-24) and the sewer and stormwater rates as recommended in the study. Motion carried 7-0

5.B. Public Works Committee

5.B.1. Motion by Adkins, seconded by LeDonne to approve of bills for payment in the amount of \$2,241,052.87. Motion carried 7-0

5.B.2. Motion by Adkins, seconded by Bartzen to award the contract for the filter control panel replacement to Enhanced Automation with a total budget of \$82,830. Motion carried 7-0

5.B.3. Motion by Adkins, seconded by Uecker to approve of the settlement and release agreement with the Sanitary District as presented. Motion carried 7-0

5.B.4. Motion by Adkins, seconded by Bartzen to deny 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 7-0

5.B.5. Motion by Adkins, seconded by Bartzen to approve of the estoppel certificate with Kwik Trip for the sidewalk easement. Motion carried 7-0

5.C. Board of Fire Commissioners

Trustee Uecker stated that the Board of Fire Commissioners met on Tuesday July 14 at 4:00 pm. The board interviewed three candidates for fulltime firefighter/paramedic. There were four new hires and three resignations in the past month. There are currently 35 of 60 positions filled within the Fire Department.

5.D. Community Development Authority

Trustee Stallings stated that the Community Development Authority met on July 21. Mr. Smith stated that the CDA did process several EGG+ grant applications at the board meeting totaling \$8,500. There were only two businesses that did not qualify for the grant. The program will end on July 31.

5.E. Park and Recreation Board

5.E.1. Motion by Wells, seconded by Zoellick to approve the Lions Club Frisbee Golf Tournament and amendment to the Lion's Club 10-Year Contract to include the same. Motion carried 6-0 with LeDonne abstaining.

5.E.2. Motion by Uecker, seconded by Zoellick to approve the SAS Club Fish Fry and Car Show and amendment to the SAS Club 10-year Contract to include the same. Motion carried 5-0 with LeDonne and Wells abstaining.

5.E.3. Motion by Wells, seconded LeDonne to approve that the Sussex Fresh Market be allowed the use of requested space for Outdoor Markets at no cost to the Fresh Market, to charge \$125 per bi-weekly market for the Winter Market's space usage requests, to promote the market on social media/publications, and to coordinate with staff and the Fresh Market on possible storage solutions. Motion carried 7-0

5.F. Plan Commission

5.F.1. Motion by Adkins, seconded by LeDonne to approve of the CSM for Sussex Town Center subject to review by the Village Engineer, the standard conditions of CSM approval and Exhibit A. Motion carried 7-0

5.F.2. Motion by Adkins, seconded by Uecker to approve of the second amendment to the Developers Agreement for Highland Business Park by owners Sussex Corporate Park LLC to extend the date for the completion of the improvements. Motion carried 7-0

5.G. Public Safety Committee

5.G.1. Motion by Stallings, seconded by Uecker to begin the process of hiring a fulltime Fire Chief. Motion carried 6-1 with Zoellick voting No.

5.G.2. Motion by Stallings, seconded by Zoellick to use 2020 budget savings in the Fire Department budget to pay for the Shared Service Study with RW Management in the amount of \$24,500. Motion carried 7-0

6. Staff Reports

Mrs. McElroy-Anderson stated that the village's new website will launch on Tuesday August 5 along with the recreation department's new software. Starting this week, the village will be mailing out a combined Courier publication and Activity Guide.

Mr. Smith stated that work has begun with paving in the north of Maple Ave. Soon after that the central section will be paved. By the middle of August, you should be able to drive through on all of Maple Ave. Pints in the Park was a success and spanned over three days with about 1,100 people total over that time.

Mr. Macy had no updates.

Mr. Liebert stated that in person absentee voting has begun for the August 11 election. August 7 is the last day to vote in person early.

7. Comments from Citizens Present

No one present wished to speak.

8. Old Business

8.A. Motion by LeDonne, seconded by Wells to direct staff to counter the offer to buy Well #3 with acceptance of the price of \$1,000, but the requirement the buyer completes a CSM for this piece and the old right of way portion that will be dedicated to the two adjoining properties to complete all the Village landholdings in this area. Motion carried 7-0

8.B. Motion by LeDonne, seconded by Uecker to direct staff to hire real-estate agent Sandi Blackwell, of First Weber Realtors, to list and sell Well #1 with proceeds of the sale going to the Water Utility. Motion carried 7-0

9. New Business

9.A. Motion by LeDonne, seconded by Stallings to purchase 25 sets of turnout gear for the fire department in the amount of \$54,250. Motion carried 7-0

10. Consideration on resignation and appointments

10.A. Motion by LeDonne, seconded by Zoellick to appoint Trustee Greg Zoellick to the Plan Commission.

A roll call vote was taken:

Zoellick – Aye
Uecker – Nay
LeDonne – Aye
Adkins – Nay

Stallings – Nay
Wells – Aye
Bartzen – Nay

The motion failed, due to a super majority of 2/3 of the board not in agreement. Per Village Ordinance, Village Board members appointed to the Plan Commission require a 2/3 vote for approval.

10.B. Motion by LeDonne, seconded by Zoellick to accept the resignation of Annette Kremer from the Plan Commission. Motion carried 7-0

11. Adjournment

Motion by Stallings, seconded by LeDonne to adjourn at 6:59 pm. Motion carried 7-0

Respectfully submitted,

Samuel E. Liebert
Administrative Services Director,
Village Clerk/Treasurer