



N64W23760 Main Street  
Sussex, Wisconsin 53089  
Phone (262) 246-5200  
FAX (262) 246-5222  
Email: [info@villagesussex.org](mailto:info@villagesussex.org)  
Website: [www.villagesussex.org](http://www.villagesussex.org)

**AGENDA**  
**PUBLIC WORKS COMMITTEE**  
**VILLAGE OF SUSSEX**  
**6:00 P.M. TUESDAY, SEPTEMBER 1, 2020**  
**SUSSEX CIVIC CENTER- VILLAGE BOARD ROOM 2<sup>nd</sup> FLOOR**  
**N64W23760 MAIN STREET**

Pursuant to Section 19.84, Wis. Stats., notice is hereby given of a meeting of the Sussex Public Works Committee, at which a quorum of the Village Board may attend in order to gather information about a subject which they have decision making responsibility. The meeting will be held at the above noted date, time and location. Notice of Village Board Quorum: (Chairperson to announce the following if a quorum of the Village Board is in attendance at the meeting: Please let the minutes reflect that a quorum of the Village Board is present and that the Village Board members may be making comments if the rules are suspended to allow them to do so.)

1. Roll call.
2. Consideration and possible action minutes of the August 4, 2020 Public Works meeting.
3. Consideration and possible action on bills for payment.
4. Consideration and possible action on Utility Items:
5. Consideration and possible action on Sidewalk and Street Items:
6. Consideration and possible action on Other Public Works Items:
7. Staff report, update and issues, and possible action regarding subdivision, developments, and projects:
  - A. Engineer's Report
8. Other discussions for future agenda topics
9. Recess for the Finance Committee meeting and to travel to Well #8 W235 N6785 Salem Drive after the Finance Committee meeting
10. Well #8 Tour
11. Adjournment.
  - A. It is anticipated that the Committee will adjourn at the Well #8 site and not return the Sussex Civic Center.

Scott Adkins  
Chairperson

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Jeremy Smith  
Village Administrator

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact the Village Clerk at 246-5200.

**DISCLAIMER- THE FOLLOWING ARE DRAFT MINUTES FROM  
THE PUBLIC WORKS COMMITTEE AND ARE  
SUBJECT TO CHANGE UPON APPROVAL OF THE VILLAGE BOARD**

**VILLAGE OF SUSSEX  
SUSSEX, WISCONSIN**

**Minutes of the Public Works Committee of  
August 4, 2020**

**1. Roll Call**

The meeting was called to order by Chairman Adkins at 6:05 p.m.

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

Excused: Keith Markano

Also present: Village Administrator Jeremy Smith, Assistant Village Administrator Kelsey McElroy-Anderson, Village Engineer/Public Works Director Judith Neu, Utility Foreman Jon Baumann, Utility Intern Ethan Hadler, 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 Uecker, seconded by Bartzen to approve the July 14, 2020 meeting minutes as presented.

Motion carried 3-0.

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

A motion by Adkins, seconded by Bartzen to recommend to the Village Board approval of bills for payment in the amended amount of \$2,667,374.02.

Motion carried 3-0.

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

None

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

**A. 2021 Road Program Engineering and Televising Services**

Adkins asked about the point system and questioned if he should be concerned about the low scores. Neu responded that this is a simple project and Baxter & Woodman is able to handle it. Adkins also asked about the scoring process and who is involved. Neu stated that Secret, Dennis, and her are involved in the process and that there is a scoring sheet. Uecker was surprised by the difference in cost between the submissions.

A motion by Adkins, seconded by Uecker to recommend to the Village Board 2021 Road Program design services by Baxter & Woodman and televising services by Visu-Sewer for a total cost of \$76,358.70, including contingency.

Motion carried 3-0.

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

**A. Intern Report**

The Utility Intern, Ethan Hadler, gave a final report about his internship experience. Discussion followed. No action was taken.

**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.

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

None

**9. Adjournment**

A motion by Adkins, seconded by Bartzen to adjourn the meeting at 6:38 p.m.

Motion carried 3-0.

Respectfully submitted,

Kelsey McElroy-Anderson  
Assistant Village Administrator

DRAFT

VILLAGE OF SUSSEX  
PUBLIC WORKS COMMITTEE

BILLS FOR PAYMENT

9/1/2020

VENDOR	AMOUNT		%COMPLETED	NOTES
J. H. HASSINGER, INC.	\$ 24,999.99	WELL 8 WTP - FINAL PAYMENT	100.00%	PREPAY - DUE DATE
PSI (PROFESSIONAL SERVICE INDUSTRIES, INC.	\$ 1,120.00	MAPLE AVE RECON	19.20%	
R A SMITH	\$ 4,192.00	SUSSEX PRESERVE- PROF. SERV. 7/1-8/12/2020	ONGOING	BILL TO DEVELOPER - SAWALL
R A SMITH	\$ 74,902.83	MAPLE AVE RECON - PROF. SERV. JULY 2020	49.80%	
RUEKERT & MIELKE, INC.	\$ 16,319.15	SUSSEX COMMERCE CENTER/THE HIGHLANDS	ONGOING	BILL TO DEVELOPER - WANGARD
STARK PAVEMENT CORP.	\$ 820,130.63	MAPLE AVE RECON #2	67.00%	
SUPER WESTERN	\$ 946,328.73	MAPLE AVE RECON #1	73.40%	
WE ENERGIES	\$ 73,733.09	STREET LIGHT PROPOSAL - MAPLE AVE RECON.	79.00%	PREPAY - DUE DATE
TOTAL	\$ 1,961,726.42			



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## MEMORANDUM

To: Public Works Committee  
From: Judith A. Neu, Village Engineer  
Date: August 26, 2020

**Re: Engineering Monthly Report – August 2020**

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### Maple Avenue:

- Main Street has been reseeded.
- The south section is essentially complete and is open to traffic. A few pavement and sidewalk repairs are scheduled for this week or next, weather permitting. Punch list work will also be done in the coming weeks.
- Pavement is done in the center section. Contractor is backfilling the curb and grading for sidewalk. The road is closed at the railroad tracks until September 17<sup>th</sup> to help expedite completion of the sidewalk, driveways, restoration, pavement markings and signs. No thru traffic will be allowed. Access for residents is 2 way from Main Street. Sidewalks will be installed next week.
- The mainline pavement in the north section is done. Intersections are being poured. Contractor is backfilling curb and grading for sidewalk. Sidewalk construction is tentatively scheduled to begin after Labor Day. Pavement damaged by the delivery driver will be replaced in the coming weeks. This is working its way through the insurance process.
- The traffic pattern along Maple from Plainview to Good Hope will be One-Way Southbound only until paving operations are complete in another week or two.
- Trees will be installed in September when temperatures cool.

### Miscellaneous

- **Sludge Storage:** Over the last three years, the Village of Sussex WPCF has generated on average 6.5 million gallons of sludge. The sludge is contract hauled and land applied to DNR approved farm fields. The WPCF has two storage tanks, which can hold 4 million gallons. Some of the sludge is land applied in late spring and at the end of July, however, we usually find ourselves pushing the limits of capacity at those times due to the limited field acreage our hauler has available. The remaining sludge is land applied in late fall, usually about 4 million gallons. Staff feels that there is an increase in sludge production due to the growth of Sussex and the surrounding communities, and the increased production from food production facilities located within the Sussex WPCF sewer-shed. The WPCF will need to address our sludge storage in the near future. Several options are being studied including a possible change to a more expensive phosphorus removal chemical, adding supplemental bacteria to increase microbial activity, increasing capacity by adding more storage, or constructing alternative handling facilities.
- Staff continues to work with Mr. & Mrs. Brummond on Homestead. Quotes to determine the cost of the work are being requested. As soon as we have an agreement we will bring that to the Committee.

### Developments:

- **Woodland Trails:** Grading and pond construction is nearing completion on the west side of the development. Curb is being installed this week on the west side with paving late next week, weather permitting. The east side is done except for electric, sidewalk and street lighting.
- **Highlands / Basting Farm:** Construction along CTH K and STH 164 is nearly complete. The developer has constructed portions of the interior roads from both CTH K and STH 164 to facilitate currently proposed development. The next step is to build the rest of the roads in the development.
- **Sussex Preserve:** The developer has finished most of the top lift of asphalt in phase 1.
- **Orchard Drive T-Turn Around:** This work is completed.