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AGENDA
VILLAGE BOARD
VILLAGE OF SUSSEX
6:00 PM - TUESDAY, SEPTEMBER 22, 2020
SUSSEX CIVIC CAMPUS – BOARD ROOM 2nd FLOOR
N64W23760 MAIN STREET

Please note that as soon as the Village Board meeting is concluded the Village Board will proceed into a Budget workshop.

1. Roll call.
2. Pledge of Allegiance.
3. Consideration and possible action on minutes from the Village Board meetings held on September 8th and 10th, 2020.
4. Communications and Public Hearing(s)
 - A. Village President Report. Report on meetings attended/up-coming, communications, and recognitions.
5. Committee Reports
 - A. Board of Fire Commissioners Report on discussion and action taken at the previous meeting, future agenda items and upcoming meetings.
 - B. Community Development Authority Report on discussion and action taken at the previous meeting, future agenda items and upcoming meetings.
 - C. Park & Recreation Board Report on discussion and action taken at the previous meeting, future agenda items and upcoming meetings.
 - D. Pauline Haass Library Board Report on discussion and action taken at the previous meeting, future agenda items and upcoming meetings.
 - E. Plan Commission Report on discussion and action taken at the previous meeting, future agenda items and upcoming scheduled meetings.
 - F. Public Safety and Welfare Report on discussion and action taken at the previous meeting, future agenda items and upcoming meetings.
6. Staff Reports on upcoming events, projects in process, future agenda items and scheduled meetings.
7. Comments from citizens present.

8. Old Business.
9. New Business.
10. Consideration and possible action on resignations and appointments.
 - A. Consideration of Trustee Appointment to the Plan Commission
11. Adjournment

Anthony LeDonne
Village President

Jeremy Smith
Village Administrator

It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. 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 SUSSEX VILLAGE BOARD
AND ARE SUBJECT TO CHANGE UPON APPROVAL OF THE VILLAGE BOARD

**VILLAGE OF SUSSEX
SUSSEX, WISCONSIN**

**Minutes of the Village Board Meeting of
September 8, 2020**

1. Roll Call

The meeting was called to order by President LeDonne at 6:00 pm.

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

Members excused: None.

Also present: Village Administrator Jeremy Smith, Attorney John Macy, 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 Uecker, seconded by Stallings to approve the August 25, 2020 Village Board meeting minutes.
Motion carried 7-0

4. Communications and Public Hearings

A. Village President Report

None.

B. Hold Public Hearing regarding the proposed issuance of Village of Sussex, Wisconsin Industrial Development Revenue Bonds, Series 2020 (Sussex IM, Inc. Project), in an aggregate amount not to exceed \$2,630,000 (the "Series 2020 Bonds"), pursuant to Section 66.1103 of the Wisconsin Statutes, to finance a project to be owned by Sussex IM Real Estate, LLC, a Wisconsin limited liability company.

President LeDonne opened up the Public Hearing.

No one present wished to speak.

Motion by LeDonne, seconded by Bartzen to close the Public Hearing.
Motion carried 7-0

C. Update on Honoring the Flag Activity

Trustee Stallings stated that a resident at the last village board meeting had asked the board to consider supporting a local flag day event to encourage residents to support the American flag. Right now they're looking at dates to hold the event and wording correct for the event. She noted that June 14th is the National Flag day that is normally observed.

5. Committee Reports

5.A. Finance and Personnel Committee

5.A.1. Motion by Bartzen, seconded by Adkins to approve of the August Check Register and P-card Statement in the amount of \$5,719,057.39. Motion carried 7-0

5.A.2. Motion by Bartzen, seconded by Zoellick to approve of the August Ace Hardware purchases in the amount of \$1,319.43. Motion carried 6-0
LeDonne Abstained.

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

5.A.4. Motion by Bartzen, seconded by Wells to approve of a Temporary Class "B" retail license for Sussex Lions Club for the Sussex Disc Golf Tournament, at Sussex Village Park, N63W24459 Main Street; September 12, 2020; Agent: Rob Hefner. Motion carried 7-0

5.A.5. Motion by Bartzen, seconded by LeDonne to approve of "Final Resolution Authorizing Industrial Development Revenue Bonds, Series 2020 for Sussex IM, Inc. Project and Resolution Authorizing Amendments to \$7,500,000 Village of Sussex, Wisconsin Industrial Development Revenue Bonds, Series 2016A and 2016B (Sussex IM, Inc. Project) issued on July 13, 2016". A roll call vote was taken. Motion carried 7-0

5.B. Public Works Committee

5.B.1. Motion by Adkins, seconded by Bartzen to approve of bills for payment in the amount of \$1,961,726.42. Motion carried 7-0

6. Staff Reports

Mr. Smith stated that the first budget meeting is this coming Thursday at 6:00 pm. Trustee Adkins asked about the status of Trick-Or-Treat this year. Mr. Smith stated that Trick-Or-Treat is still happening this year on October 31. Spooky Sussex is cancelled for this year, but that Park & Recreation is working with the library on an alternative event which will be announced soon.

Mr. Macy had no report to give.

Mr. Liebert stated that there will be two poll-worker trainings this month. September 28 at 1:00 pm and September 29 at 6:00 pm. Anyone wishing to be a poll worker is encouraged to attend.

7. Comments from Citizens Present

Jason Wagner, W235N7585 Woodside Road spoke against the proposed Intermunicipal Agreement between the Town of Lisbon and Village of Sussex.

8. Old Business

8.A. President LeDonne stated that the board would now consider a motion to convene into executive session under Wis. Stats. 19.85(1)(g) when conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved with respect to arbitration with the Town of Lisbon and under 19.85(1)(e) when deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session with respect to a settlement between the Village of Sussex and Town of Lisbon.

Motion by LeDonne, seconded by Bartzen to convene into executive session. A roll call vote was taken.

Motion carried 7-0

The Village Board went into closed executive session at 6:27 pm.

8.B. Motion by LeDonne, seconded by Stallings to go back into open session.

Motion carried 7-0

The Village Board went back into open session at 7:24 pm.

Motion by LeDonne, seconded by Zoellick to approve Resolution 20-23 establishing an Intermunicipal Agreement including incorporated Sanitary Sewer and Water Service Agreements between the Village of Sussex and Town of Lisbon.

Trustee Bartzen stated that he appreciates all of the residents from the Town of Lisbon who showed up tonight. He said he is voting for this agreement because he believes in allowing the residents their rights to file a petition and force a referendum if they wished to do so. That the Town of Lisbon should take into account their considerations and make sure their voices are heard.

A roll call vote was taken.

Motion carried 7-0

9. New Business

9.A. Motion by Stallings, seconded by Uecker approve Resolution 20-25 exempting the Village of Sussex from the 2021 Waukesha County Library tax.

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.

11. President LeDonne stated that the board would now consider a motion to convene into executive session under Wis. Stats. 19.85(1)(c) when considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility with respect to a potential contract amendment with the Village Administrator.

Motion by LeDonne, seconded by Stallings to convene into executive session. A roll call vote was taken.

Motion carried 6-1

Zoellick voted Nay.

The Village Board went into closed executive session at 7:35 pm.

12. Motion by Stallings, seconded by Zoellick to go back into open session at 8:32 pm.

Motion carried 7-0

Motion by Bartzen, seconded by Stallings to direct Trustee Bartzen to work with the labor attorney to prepare a contract amendment for the Village Administrator to extend his contract and address other terms identified by the Village Board, for consideration by the Village Board. Motion carried 7-0

13. Adjournment

Motion by LeDonne, seconded by Wells to adjourn at 8:35 pm.

Motion carried 7-0

Respectfully submitted,

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

DRAFT

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**VILLAGE OF SUSSEX
SUSSEX, WISCONSIN**

**Minutes of the Village Board Meeting of
September 10, 2020**

1. Roll Call

The meeting was called to order by President LeDonne at 5:52 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, Assistant Village Administrator Kelsey McElroy Anderson, Finance Director Nancy Whalen, Parks and Recreation Director Halie Dobbeck, Library Director Adele Loria, Police Captain Lisa Panas, Interim Fire Chief Boyd Thew, and members of the Public.

Pledge of Allegiance

President LeDonne led the pledge of allegiance.

2. Comments from Citizens Present

No one present wished to speak.

3. Introduction and discussion on 2021 Budget

Administrator Smith presented an overview of the 2021 proposed budget. The Board asked the following questions throughout the presentation:

Trustee Adkins asked for the average price of a home in 2020. Whalen stated that it was \$309,883.

Trustee Zoellick clarified that it's only the intersection of Waukesha and Good Hope, which will be included in the next road program. No other parts of Waukesha or Good Hope are proposed to be included in this upcoming road program.

Trustee Bartzen asked about the levy limit and if the Village loses some of the limit.

Trustee Uecker asked if the number of signs related to overweight trucking restrictions has affected the number of citations the Village issues. Captain Panas stated that this has significantly reduced overweight trucking violations.

Trustee Bartzen inquired about fall recreation registrations. Dobbeck stated that fall registration is down and that some programs have been cancelled due to low registration numbers.

Trustee Zoellick asked for the amount available in reserves for library and park impact fees. Whalen estimated the amount and said she could email him the exact amount.

Trustee Uecker requested that staff separate out surplus (COVID vs. non-COVID) in the end-of-year finance summary.

4. Adjournment

Motion by LeDonne, seconded by Bartzen to adjourn at 6:55 pm.

Motion carried 7-0

Respectfully submitted,

Kelsey McElroy-Anderson
Assistant Village Administrator

DRAFT



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MEMORANDUM

To: Village Board
From: Sam Liebert, Administrative Services Director, Clerk/Treasurer
Re: Village Board Meeting- September 22, 2020
Date: September 18, 2020

3. Consideration and possible action on minutes from the Village Board meetings held on September 8th and 10th, 2020.

4.A. Village President Report- report on meetings attending and upcoming communications, and recognitions including Successfully Sussex Awards.

5A. Board of Fire Commissioners Report on discussion and action taken at the previous meeting, future agenda items and upcoming meetings.

5B. Community Development Authority Report on discussion and action taken at the previous meeting, future agenda items and upcoming meetings.

5C. Park & Recreation Board Report on discussion and action taken at the previous meeting, future agenda items and upcoming meetings.

5D. Pauline Haass Library Board Report on discussion and action taken at the previous meeting, future agenda items and upcoming meetings.

5E. Plan Commission Report on discussion and action taken at the previous meeting, future agenda items and upcoming scheduled meetings.

5F. Public Safety and Welfare Report on discussion and action taken at the previous meeting, future agenda items and upcoming meetings.

10.A. Consideration and possible action Trustee Plan Commission Appointment.

11. Adjournment.