

**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