

**VILLAGE OF SUSSEX  
SUSSEX, WISCONSIN**

**Minutes of the Village Board Meeting of  
January 26, 2021**

**1. Roll Call**

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

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

Members excused: None.

Also present: Administrator Jeremy Smith, Attorney John Macy, Assistant Village Administrator Kelsey McElroy-Anderson, Administrative Services Director Samuel 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 January 12, 2021 Village Board meeting minutes.

Motion carried 7-0

**4. Communications and Public Hearings**

**A. Village President Report**

President LeDonne reported that on Tuesday, February 2 the Public Works Committee meets at 6:00 pm in the Civic Center Board Room, immediately followed by Public Works & Personnel Evaluation Committee. Wednesday, February 3 the Architectural Review Board has been cancelled. Tuesday, February 9 the Sussex Community Blood Drive at The Grove at Village Park, 12:30 to 5:30 pm.

**B. Public Hearing on the Vacation of Pedestrian Walkway at Spring Green Heights Subdivision**

President LeDonne opened the public hearing at 6:03 pm.

No one was present who wished to be heard.

Motion by LeDonne, seconded by Stallings to close the Public Hearing at 6:04 pm.

Motion carried 7-0

1. Motion by LeDonne, seconded by Zoellick to approve Resolution 20-26 of the Village of Sussex to vacate and discontinue a pedestrian way within the Spring Green Heights Subdivision.

Motion carried 7-0

2. Motion by LeDonne, seconded by Bartzen to approve the CSM as part of the vacation of the pedestrian way and Well 3 site sale within the Spring Green Heights Subdivision.

Motion carried 7-0

**5. Committee Reports**

**A. Board of Fire Commissioners**

Trustee Uecker reported that the board met on January 14. There was one new hire and two resignations. The board approved of the personnel changes. There are currently 42 of 60 positions filled. There was a discussion and approval of the hiring process for full time Lieutenants and Firefighter/Paramedic positions.

**B. Community Development Authority**

Trustee Stallings reported that the CDA did not meet in the month of January. The next scheduled meeting is for March 16.

**C. Park & Recreation Board**

1. Motion by LeDonne, seconded by Wells to approve of the Circle Masters Flying Club request to install a stabilizing pole in Village Park in coordination with Village Staff.

Motion carried 7-0

#### **D. Pauline Haass Library Board**

Trustee Zoellick reported the library is working on a request for proposals for a space needs study and facilities assessment. The library is looking to get the RFP out sometime in March. The library is starting a new home delivery service for people unable to access the library. Starting this weekend, the building will be open to the public on Saturdays from 9:30 am to 2:00 pm. Monday and Wednesday hours will be changing as well, 9:30am to 6:00 pm. At the end of the year, total circulation was down 18%. E-material downloads (ebooks, digital audiobooks, etc.) were up 14%. Open hours were down 28%. There were 26 new cards issued in December. There were 617 new cards issued for all of 2020. There were 4,088 visits to the library in December. There was a total of 66,696 visits for all of 2020.

#### **E. Plan Commission**

1. Motion by Adkins, seconded by Wells to approve Final Plat Addition No. 3 Sussex Preserve Subdivision located west of Maple Avenue and south of Clover. Motion carried 7-0

#### **E. Public Safety and Welfare**

Trustee Stallings reported that PSW did not meet in the month of January. The next scheduled meeting will be February 16.

#### **6. Staff Reports**

Mrs. McElroy-Anderson stated that the committee appointment vacancies which include Plan Commission and Fire Commission board are up on the website. The village plans to hold 'meet and greets' this summer with the public. They would include the board members and department heads. They could be merged with preexisting events within the park system.

Mr. Smith stated that he would like to remind the community to 'adopt a fire hydrant' in their neighborhood with the snowfall. Snow on Main Street may have to start hauling out snow in expectation of additional heavy snowfall coming. The County Executive gave an order today to the health department to set up a covid vaccination site at the Waukesha Expo Center. They hope to eventually be able to do 1,000 shots a day. The first people to use the site will be first responders, teachers and others in the 1B category.

Mr. Macy stated the League of Wisconsin Municipalities issued a statement that the Wisconsin Department of Revenue has a package of new laws being proposed. One of the new laws would require members of the Board of Review to take the training every year now, and that one member must take the training physical in person.

Mr. Liebert stated that everyone should remember that property taxes are due January 31.

#### **7. Comments from Citizens Present**

No one was present who wished to be heard.

#### **8. Old Business**

There was no bold business to discuss.

#### **9. New Business**

There was no new business to discuss.

#### **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:

Adkins – Nay  
Uecker – Nay  
Stallings – Nay  
Zoellick – Aye  
Wells – Aye  
Bartzen- Nay  
LeDonne – Aye

The motion failed 3-4, 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. Adjournment**

A motion by LeDonne, seconded by Zoellick to Adjourn at 6:28 pm.

Motion carried 7-0

Respectfully submitted,

Samuel Liebert  
Administrative Services Director, Clerk/Treasurer