

**VILLAGE OF SUSSEX  
SUSSEX, WISCONSIN**

**Minutes of the Village Board Meeting of  
September 14, 2021**

**1. Roll Call**

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

Members present: Stacy Riedel, Greg Zoellick, Lee Uecker, President Anthony LeDonne, Scott Adkins, Ron Wells and Ben Jarvis.

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**

Motion by Jarvis, seconded by Zoellick to approve the August 24, 2021 Village Board meeting minutes.

Motion carried 7-0

**4. Communications and Public Hearings**

There were no reports to be given.

**5. Committee Reports**

**A. Finance and Personnel Committee**

5.A.1. Motion by Jarvis, seconded by Wells to approve of the August Check Register and P-card Statement in the amount of \$3,607,105.90.

Motion carried 6-0

5.A.2. Motion by Jarvis, seconded by Wells to approve of the March Ace Hardware purchases in the amount of \$469.12.

*LeDonne Abstained*

Motion carried 6-0

5.A.3. Motion by Jarvis, seconded by Uecker to approve of a temporary class B "wine" license for The Chamber for the Senior Wine Tasting event on October 6, 2021 at the Civic Center, conditioned upon the standard conditions of liquor license approval.

Motion carried 7-0

5.A.4. Motion by Jarvis, seconded by Riedel to approve of a temporary class B "beer" license for The Sussex Lions Club for the 3rd Annual Whispering Willow Open Disc Golf event on October 2, 2021 in Village Park, conditioned upon the standard conditions of liquor license approval.

Motion carried 7-0

5.A.5. Motion by Jarvis, seconded by Adkins to approve a Mobile Food Vendor Licensing for Cabana Cortez, Agent Jesse Cortez, conditioned upon the standard conditions of mobile food vendor license approval.

Motion carried 7-0

5.A.6. Motion by Jarvis, seconded by Riedel to approve of Resolution 21-14, a Resolution for Exemption from 2021 Waukesha County Library Tax.

Motion carried 7-0

**B. Public Works Committee**

5.B.1. Motion by Adkins, seconded by Uecker to approve of bills for payment in the amount of \$323,441.29.

Motion carried 7-0

5.B.2. Motion by Jarvis, seconded by Wells of approve the Storm Brush Collection Policy. The policy will be put in place for future storm events so that it is clear to staff and residents how the Village will handle similar situations in the future: If 20% or more of the Village has trees down or severely damaged, as determined by the Public Works Director in consultation with Public Works Staff and the Administrator, then the Village will organize a special brush collection day within seven (7) days following the storm event and give reasonable notice to the public on when that date will be.

AND

If 5-20% of the Village has trees down or severely damaged, as determined by the Public Works Director in consultation with Public Works Staff and the Administrator, then the Village will organize additional drop off days at the Yard Waste Site and will allow any Village resident to drop off storm debris without purchasing a Yard Waste Pass.

Motion carried 7-0

5.B.3. Motion by Adkins, seconded by Uecker to approve of a We Energies Easement on Village Property in the Outlot in the Woodland Trails subdivision.

Motion carried 7-0

5.B.4. Motion by Adkins, seconded by Jarvis to approve of the LED Street Light conversion plan to switch over 286 lights.

Motion carried 7-0

## **6. Staff Reports**

Ms. McElroy-Anderson reported that brush collection starts on Monday, September 20. Brush must be out by 7:00 am as the village only makes one pass. The village website will be updated daily to show progress of the brush pickup.

Mr. Smith reported that last weekend we had Touch-A-Truck. The Flight for Life helicopter showed up. Thousands of people attended. Feedback from Touch-A-Truck continues to come in and staff are aware that there were some issues with parking in the neighborhood by Armory Park. Spooky Sussex is coming up and volunteers are needed. Tire Drop off collection Saturday October 2, 8:30 – 11:00 am. We are now in our fall hours at the waste yard drop off site.

Mr. Macy reported that he had nothing to report at this time.

Mr. Liebert reported that the last 'Pints In The Park' is this coming Thursday in Village Park at 5:30 pm.

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

No one present wished to speak.

## **8. Old Business**

8.A. Motion by LeDonne, seconded by Jarvis to approve the Village of Sussex 2022-2027 Strategic Plan.

Motion carried 7-0

8.B. Discussion was had on the 2021 Community Chats. Ms. McElroy-Anderson led the discussion on each item.

President LeDonne asked that the Park & Recreation Board consider the request to have residents register for recreation programs earlier than non-residents.

President LeDonne asked that the board be sent a list of all commercial vacancies within the village.

## **9. New Business**

President LeDonne asked if staff could look into conducting an Employee Survey and Salary Study.

## **10. Consideration on resignation and appointments**

There were no resignations or appointments to consider.

## **11. Adjournment**

Motion by Adkins, seconded by Jarvis to adjourn at 7:15 pm.

Motion carried 7-0

Respectfully submitted,

Samuel Liebert  
Administrative Services Director, Clerk/Treasurer