

**VILLAGE OF SUSSEX  
SUSSEX, WISCONSIN**

**Minutes of the Village Board Meeting of  
September 28, 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 Wells, seconded by Jarvis to approve the September 9 and September 14, 2021 Village Board meeting minutes.  
Motion carried 7-0

**4. Communications and Public Hearings**

**A. Village President Report**

President LeDonne reported that the Tire Dropoff Collection takes place from 8:30 to 11 a.m. this Saturday, October 2, at the Yard Waste Site. Tuesday, October 5, the Public Works Committee meets at 6 p.m. in the Civic Center Board Room, immediately followed by the Finance & Personnel Evaluation Committee. On Wednesday, October 6, the ARB meets at 4 p.m. in the Civic Center Committee Room. On Thursday, October 7, the Village Board Budget Workshop #2 takes place at 5:30 p.m. in the Civic Center Board Room. On Monday, October 11, the Fall Hydrant Flushing begins and continues through October 22.

**5. Committee Reports**

**A. Board of Fire Commissioners**

Trustee Uecker stated that the Board of Fire Commissioners met last Thursday. Chief Grod gave an update to the board. We recently put out a job posting for firefighter/paramedic, unfortunately only two people applied. The board had a lengthy discussion on what the village can do for recruitment. It was decided that CPAT would now be preferred and not required for applicants. The board also approved the hiring of firefighters and accepted resignations. There is currently no future meeting planned at this time.

**B. Community Development Authority**

Trustee Adkins stated that the committee did not meet this month.

**C. Park & Recreation Board**

Mr. Smith stated that board discussed the process for soliciting multiple options for pickleball in holding an open house in January. The park board will then review the feedback from the open house at their March meeting and make a final recommendation to the village board. The survey will also be available online to accommodate anyone who can't make the January open house. We will be asking for addresses on the survey so as to define who is and who is not a resident. The park board was also updated on the budget process and what the village board has included so far in the 2022 budget. The park board was also given an update on new developments and how that impacts the parks system.

**D. Pauline Haass Library Board**

Trustee Zoellick stated that the library circulated 29,336 items in August. Circulation for the year is up 18.4%. 88 new cards were issued. The board discussed an update to the "Residents First" policy, which allows the library to provide first

access to programming to its municipal residents. The board agreed to make this policy apply to all programming rather than just children's programming. However, the policy only reserves the right to take this action; it doesn't mandate it. It will be put into effect only if there is a demonstrated need for it. The library recently launched its 1000 Books Before Kindergarten program. This is for children ages 0-5. It challenges families to read 1000 books with their young children before their fifth birthday, because reading together is a proven path to school readiness. Families can use the Beanstack app to track their reading easily, and they can visit the library for rewards as they hit milestones along the way. The library is starting work on its space needs study with FEH Design. The firm includes architects, engineers, and professional library consultants. They will be examining the facility, workflows, services, and collections; talking to staff, stakeholders, and patrons about what the library should offer in the future; and formulating recommendations for how much space all that will take.

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

1. Motion by Zoellick, seconded by Uecker to approve of CSM A and CSM B of the Highlands Business Park (NW Corner of STH 164 and HWY K) subject to the standard conditions of CSM approval, the necessary easements for access to the stormwater ponds, sidewalk access, and utility use in a form agreeable to the Village Engineer, compliance with the Developer's Agreement, payment of all fees, and subject to the standard conditions of Exhibit A. Motion carried 7-0

2. Motion by Zoellick, seconded by Wells to approve of the Final Plat for Vista Run Subdivision (South of CTH VV and East of Maryhill Road) subject to the standard conditions of Plat approval, meeting all comments and conditions of the Village Engineer, compliance with the Developer's Agreement, payment of all fees and subject to the standard conditions of Exhibit A. Motion carried 7-0

3. Motion by Zoellick, seconded by Wells to approve of the Final Condo Plat for the Reserves at Vista Run (South of CTH VV and East of Maryhill Road) subject to the standard conditions of Plat approval, meeting all comments and conditions of the Village Engineer, compliance with the Developer's Agreement, approval of the building architecture by the ARB, payment of all fees and subject to the standard conditions of Exhibit A. Motion carried 7-0

4. Motion by Zoellick, seconded by Wells to approve of the Final Condo Plat for the Town Homes at Vista Run (South of CTH VV and East of Maryhill Road) subject to the standard conditions of Plat approval, meeting all comments and conditions of the Village Engineer, compliance with the Developer's Agreement, approval of the building architecture by the ARB, payment of all fees and subject to the standard conditions of Exhibit A. Motion carried 7-0

#### **F. Public Safety and Welfare**

Trustee Wells stated that the committee did not meet this month. The board is scheduled to meet in November.

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

Mrs. McElroy-Anderson reported that brush collection is in full swing and that we're about a week and a half into the process. The public works team is also monitoring the leaves and it looks like it could be an early leaf season this year.

Mr. Smith reported that November 8 at 6:00 pm there is a meeting with the school board and other communities. Next Thursday is the next budget meeting. The village received our transit aid formula today. The village is working with developers on tree replacements per their warranties and will be replacing those this fall. There will be no public works meeting next week and the finance committee meeting will be pushed up to 6:00 pm.

Mr. Macy reported that the Governor has reintroduced a bill for the elimination of personal property tax.

Mr. Liebert reported that the ward redistricting plan will be coming before the finance committee and village board on October 5 and October 12, respectively. Staff are also preparing for the upcoming tax season.

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

There was no one present who wished to speak.

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

There was no old business.

**9. New Business**

A. Motion by LeDonne, seconded by Wells to approve of the Amended and Restated Developers Agreement for Highlands Business Park B. Motion carried 7-0

B. Motion by LeDonne, seconded by Adkins to approve of the Sussex Sled Bugs Snowmobile Club's use of Village trails for the 2021-22 winter season. Motion carried 7-0

C. Motion by LeDonne, seconded by Uecker to approve approval of the Joint Powers Agreement with Waukesha County for the 9-11 Emergency Dispatch Center. Motion carried 7-0

**10. Consideration on resignation and appointments**

There were no resignations or appointments to consider.

**11. Adjournment**

Motion by Zoellick, seconded by Jarvis to Adjourn at 6:26 pm.

Motion carried 7-0

Respectfully submitted,

Samuel Liebert  
Administrative Services Director, Clerk/Treasurer