

**VILLAGE OF SUSSEX  
SUSSEX, WISCONSIN**

**Minutes of the Public Works Committee of  
January 4, 2022**

**1. Roll Call:**

The meeting was called to order by Chairman Adkins at 6:00 p.m.

Members present: Trustee Scott Adkins, Trustee Lee Uecker, Trustee Benjamin Jarvis, and President LeDonne

Also present: Village Administrator Jeremy Smith, Assistant Village Administrator Kelsey McElroy-Anderson, Village Engineer/Public Works Director Judith Neu, Utility Foreman Jon Baumann, Assistant Public Works Director Dennis Wolf, Michael Carlson 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 Jarvis to approve the November 2, 2021 meeting minutes as presented.

Motion carried 4-0

**3. Comments from Citizens:**

There was no one present who wished to be heard.

**4. Consideration and possible action on bills for payment:**

A motion by Adkins seconded by Uecker to recommend to the Village Board approval of bills for payment in the amount of \$109,548.93.

Motion carried 4-0

**5. Consideration and possible action on Utility Items:**

**A. Purchase of E-Series Water Meters**

Trustee Uecker asked about the lifespan for the units, which is estimated to be over 20 years. He also asked if there are any supply chain concerns to which Mr. Baumann responded that they haven't seen significant issues for this product. Trustee Adkins asked if these meters can be tested in place to improve efficiency to which Mr. Baumann responded that they can't be tested in place, but they can be swapped out which is much more efficient. President LeDonne asked if the new industrial park was accounted for in the numbers and Mr. Baumann confirmed that they have enough. Trustee Adkins asked about cellular technology versus radio. Mr. Baumann explained that they have reviewed cellular technology on several occasions but it isn't cost effective at this time. Mr. Baumann also confirmed that no technology or software upgrades are necessary at this time as these changes were recently made.

A motion by Uecker, seconded by Jarvis to purchase the E-Series Water Meters as presented with a budget of \$85,000.00 from the Water Utility Fund.

Motion carried 4-0

**6. Consideration and possible action on Sidewalk and Street Items:**

**A. 2023 Road Program**

A motion by LeDonne, seconded by Uecker to proceed with the road diet design for Flintlock Ct. and Maize Ct. in the 2023 road program.

Trustee Adkins requested that staff contact residents living on these courts to solicit feedback.

The motion was withdrew by President LeDonne and there was consensus that the Village should reach out to residents living on both of the courts to solicit their feedback. Staff may also proceed with both designs (with and without the road diet) to keep the project on schedule.

**7. Consideration and possible action on Other Public Works Items:**

**A. Lions Daze Parade Road Closure**

A motion by Uecker, seconded by Jarvis to approve Resolution 22-1 setting forth the Main Street road closure for the Lions Daze Parade on July 17, 2022 and allowing the use of Village equipment for Lions Daze Special Event in 2022.

Motion carried 4-0

**B. Wastewater Treatment Plan and Well 5 Roof Replacement**

Discussion followed the presentation. Staff was asked about the life expectancy of the recommended product versus metal. The recommended product will last approximately 35-40 years versus 50 for a metal roof, but the metal option is significantly more expensive due to modifications that would need to be made to the units on the roof.

A motion by Jarvis, seconded by Adkins to recommend to the Village Board approval of Option #1 for a total project budget (including contingency) of \$485,452.

Motion carried 4-0

**8. 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.

**B. Accepting Improvements in Sussex Preserve Subdivision**

A motion by Adkins seconded by Jarvis to approve Resolution 22-2, Accepting the Improvements and starting the warranty period for the Sussex Preserve Subdivision.

Motion carried 4-0

**9. Other discussion for future agenda topics**

None

**10. Adjournment**

A motion by Adkins seconded by Uecker to adjourn the meeting at 6:58 p.m.

Motion carried 4-0

Respectfully submitted,

Kelsey McElroy-Anderson  
Assistant Village Administrator