



N64W23760 Main Street
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**PUBLIC WORKS COMMITTEE
VILLAGE OF SUSSEX**

TUESDAY, MAY 3, 2022

**IMMEDIATELY FOLLOWING THE 6:00 PM FINANCE COMMITTEE SUSSEX CIVIC
CENTER- VILLAGE BOARD ROOM 2nd FLOOR
N64W23760 MAIN STREET**

Pursuant to Section 19.84, Wis. Stats., notice is hereby given of a meeting of the Sussex Public Works Committee, at which a quorum of the Village Board may attend in order to gather information about a subject which they have decision making responsibility. If a Quorum of the Village Board is present the Chairman shall note that a quorum of the Village Board is present and that the Village Board members may be making comments if the rules are suspended to allow them to do so.)

1. Roll call.
2. Consideration and possible action on minutes of the April 5, 2022 Public Works meeting.
3. Comments from Citizens
4. Consideration and possible action on bills for payment.
5. Consideration and possible action on Utility Items:
6. Consideration and possible action on Sidewalk and Street Items:
7. Consideration and possible action on Other Public Works Items:
 - A. Trash and Recycling Bid Document Preparation
 - B. Pick-up Truck Purchases
8. Staff report, update and issues, and possible action regarding subdivision, developments, and projects:
 - A. Engineer's Report
9. Other discussions for future agenda topics
10. Recess for the Public Works Committee to travel to Elaine Court in Prides Crossing neighborhood
11. Prides Crossing Road Condition Tour (Meet at Elaine Court off Donne Drive)
12. Adjournment (Adjournment will take place in the Prides Crossing Neighborhood) as the Committee will not return to the Sussex Civic Center after the tour.

Scott Adkins
Chairperson

Jeremy Smith
Village Administrator

**DISCLAIMER- THE FOLLOWING ARE DRAFT MINUTES FROM
THE PUBLIC WORKS COMMITTEE AND ARE
SUBJECT TO CHANGE UPON APPROVAL**

**VILLAGE OF SUSSEX
SUSSEX, WISCONSIN**

**Minutes of the Public Works Committee of
April 5, 2022**

1. Roll Call:

The meeting was called to order by Chairman Adkins at 6:01 p.m.

Members present: Trustee Scott Adkins, Trustee Lee Uecker, Trustee Benjamin Jarvis, and Member Keith Markano.

Also present: Village President Anthony LeDonne, Assistant Village Administrator Kelsey McElroy-Anderson, Village Engineer/Public Works Director Judith Neu, 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 March 1, 2022 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 Markano, seconded by Uecker to recommend to the Village Board approval of bills for payment in the amount of \$3,661.50

Motion carried 4-0

There was consensus to move items up on the agenda.

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

A. Flashing Pedestrian Signs

A motion by Uecker, seconded by Jarvis to recommend to the Village Board installing flashing pedestrian signs at the Bug Line Crossings at the Public Safety Building and on Silver Spring near the entrance to The Corners development for a total cost of \$19,480.

Motion carried 4-0

B. The Introduction of Resolution No. 22-07, a Resolution of the Village Board of the Village of Sussex to Vacate and Discontinue a portion of Business Drive

A motion by Adkins, seconded by Markano to recommend to the Village Board the introduction of Resolution 22-07 to vacate and discontinue a portion of Business Drive and to set forth the public hearing.

Motion carried 4-0

C. Resolution No. 22-08 A Resolution closing Village Streets for various Village Special Events

A motion by Uecker, seconded by Jarvis to recommend to the Village Board adoption of Resolution 22-08, a resolution closing Village streets for various special events.

Motion carries 4-0

Village Administrator Jeremy Smith entered the meeting.

5. Consideration and possible action on Utility Items:

A. Letter of Agreement between Lannon Stone and the Village of Sussex

A motion by Markano, seconded by Uecker to recommend to the Village Board approval of the Letter of Agreement between the Village of Sussex and Lannon Stone Products, Inc. dated December 20, 2021.

President LeDonne asked if there are concerns about water supply. Mr. Smith responded that we will likely need to drill another well depending on usage by industrial users, but that would be needed even without the agreement. Trustee Jarvis asked for an update on the cooperative agreement with the Town of Lisbon. Mr. Smith stated that it's currently sitting with the State and they have a statutory deadline.

Motion carried 4-0

B. Northeast Interceptor Bids

A motion by Markano, seconded by Adkins to recommend to the Village Board rejection of both bids received for the Northeast Interceptor Project.

Motion carried 4-0

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

None

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. Developer's Agreement for Redford Hills Subdivision

A motion by Markano, seconded by Adkins to recommend to the Village Board approval of the Redford Hills Developer's Agreement subject to the rezoning ordinance, preliminary plat approval, and final form from the Village Administrator.

Motion carries 4-0

9. Other discussion for future agenda topics

Ms. Neu reminded the Board that the next Public Works Committee meeting will include a road conditions tour.

10. Adjournment

A motion by Adkins, seconded by Jarvis to adjourn the meeting at 6:50 p.m.

Motion carried 4-0

Respectfully submitted,

Kelsey McElroy-Anderson
Assistant Village Administrator

DRAFT

VILLAGE OF SUSSEX
PUBLIC WORKS COMMITTEE
BILLS FOR PAYMENT
5/3/2022

VENDOR	AMOUNT		%COMPLETED	NOTES
GLOBE CONTRACTORS, INC.	\$ 481,700.67	CTH VV & PLAINVIEW RD WATER MAIN PROJECT	50%	
PSI	\$ 2,220.00	CTH VV & PLAINVIEW RD WATER MAIN PROJECT	75%	
THE SIGMA GROUP, INC.	\$ 4,114.00	CTH VV & PLAINVIEW RD WATER MAIN PROJECT	97.5%	
TOTAL	\$ 488,034.67			



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MEMORANDUM

To: Public Works Committee
From: Judith A. Neu, Village Engineer
Date: April 28, 2022
Re: Trash and Recycling Bid Documentation Preparation

Introduction:

The Village's contract with John's Disposal Service expires on December 31, 2022. It is clear to staff based on fees being paid by other municipalities, the shake up in the local garbage and recycling industry, and the lack of revenue from sales of recycled materials, that it is likely that our monthly cost per household could increase significantly. Our current provider has also indicated that there would be a significant price increase to extend the contract.

Current Costs:

We currently pay the following for each residential unit:

Garbage: \$8.61/month
Recycling: \$4.08/month
Total: \$12.69/month

In 2022, we budgeted the following for garbage and recycling:

Garbage: \$325,458 – All costs are passed through to users
Recycling: \$154,224 – Partially funded by DNR grant (2021 grant was \$30,423)

Major Services Included in Current Contract:

- Weekly curbside garbage collection from 1-4 family residential units.
- Weekly curbside comingled recycling collection from 1-4 family residential units.
- 96 gallon receptacles (alternate of smaller 48 gallon totes at no additional charge).
- Curbside Bulk Item Collection (up to 10 items once per month per household).
- Dumpsters at Village buildings, parks, treatment plant, garage (including catch basin debris and street sweepings).
- Doorway service for Elderly / Disabled residents at no extra charge.
- Revenue from recyclables shared 50/50.

The most obvious items that could be changed in a future contract include the following, but other changes could certainly also be considered:

- Eliminate or adjust Sharing of revenues from recycling.
- Eliminate or adjust Bulk Item Collection.
- Weekly collection of recyclables back to every other week.

Policy Question:

What changes, if any, should staff include in the garbage and recycling bid documents? Are there any services you would like bid as an alternate so you may individually weigh the benefit of the service with the cost?



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MEMORANDUM

To: Public Works Committee
From: Scott Ascher PW Foreman
Date: 04/26/22
Re: Pickup Trucks

The time has come to replace pickup trucks in the Street and Parks Departments. The Street Department will be replacing a 2011 Ford F250 and the Parks Department will be replacing the 1999 GMC Sierra. Both vehicles are experiencing increased maintenance issues. The cost of the new trucks will be covered by the depreciation fund.

Typically, we obtain 3 quotes for a purchase like this however, Ford and Ram are not releasing prices or accepting orders for trucks through the government pricing system at this time. Ewald Automotive Group, who is the dealer for all makes with government pricing, does not know when Ford or Ram will be releasing pricing or accepting orders. This leaves us with only one brand and one quote, Chevrolet. Three quotes were also obtained for the purchase of a plow for the Streets truck. The current plow on the F250 will not fit onto the new truck.

Truck

1. **Chevrolet: \$43,427**
2. **Ford: N/A**
3. **Ram: N/A**

Snow Plow

1. **Truck & Auto Elegance: \$6,500**
2. **Brake & Equipment: \$7,050**
3. **L&K Specialties: \$7,000**

Once the new trucks and plow arrive, the old trucks and plow will be put up for auction on Wisconsin Surplus website and the proceeds will be returned to the depreciation fund.

Funding for the purchase of these two trucks and one plow was approved in the 2022 Budget. \$35,000 was budgeted for each truck and \$5,500 was budgeted for the plow for a total allocation of \$75,500. When the budget was prepared, no one could have predicted the volatility and cost increases that have recently plagued the automobile and steel industries. The cost of the trucks and the plow have increased over the last 6-8 months. Sufficient funds are available in the depreciation fund to cover these purchases.

Recommendation

Staff recommends purchasing two Chevrolet trucks from Ewald Automotive Group and one plow from Truck & Auto Elegance for a total cost of \$93,354.



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MEMORANDUM

To: Public Works Committee
From: Judith A. Neu, Village Engineer
Date: April 28, 2022
Re: Engineering Monthly Report – May 2022

CTH VV and Plainview Water Main:

- Concrete and asphalt work is wrapping up this week.
- Restoration on Plainview is nearly done. Remainder of the restoration on Silver Spring and CTH VV will be done in the coming weeks.
- Valve work along Waukesha Avenue is scheduled for mid-summer due to long lead times for the valves.

Miscellaneous:

- Staff will be working on CMAQ grant applications this month for the following projects. Applications are due June 3, 2022 for funding in 2023-2025 through the BIL:
 - Sussex Creek Trail Extension, Vista Run to STH 164 as listed in the 2040 Comprehensive Plan.
 - Various Trail and Sidewalk extensions to complete the Corky Curtis Trail as listed in the 2040 Comprehensive Plan.

Developments:

- Vista Run: The preconstruction meeting for Phase 2 was held this week. Grading is scheduled to start in early May with utilities to follow in early June. Grading for sidewalk in Phase 1 has started.
- Redford Hills: Plans are expected soon. The developer would like to build this Spring.
- High School Water Main Connection: The town has hired a contractor and plans to construct this in June.

Road Maintenance / 2023 Road Program:

- A brief Power Point presentation will be given before we recess to the Prides Crossing neighborhood which will include an overview of Road Programs in general, an update on the current pavement condition ratings, and some information on the 2023 Road Program.