



N64W23760 Main Street  
Sussex, Wisconsin 53089  
Phone (262) 246-5200  
FAX (262) 246-5222  
Email: [info@villagesussex.org](mailto:info@villagesussex.org)  
Website: [www.villagesussex.org](http://www.villagesussex.org)

**AGENDA PUBLIC WORKS COMMITTEE  
VILLAGE OF SUSSEX  
6:00 PM TUESDAY, DECEMBER 6, 2022  
SUSSEX CIVIC CENTER- VILLAGE BOARD ROOM 2<sup>nd</sup> 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 November 1, 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:
  - A. Highlands B Storm Water Management Practices Maintenance Agreement
6. Consideration and possible action on Sidewalk and Street Items:
7. Consideration and possible action on Other Public Works Items:
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. Adjournment

Scott Adkins  
Chairperson

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Jeremy Smith  
Village Administrator

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact the Village Clerk at 246-5200.

**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  
November 1, 2022**

**1. Roll Call:**

The meeting was called to order by Trustee Adkins at 6:07PM.

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

Members Excused: None

Also present: Assistant Village Administrator Kelsey McElroy-Anderson, Village Administrator Jeremy Smith, Village Engineer/Public Works Director Judith Neu, Village President Anthony LeDonne, 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 Adkins, seconded by Markano to approve the October 4, 2022 meeting minutes as presented.

Motion carried 4-0

**3. Comments from Citizens:** None

**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 \$147,790.42.

Motion carried 4-0

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

- A. A motion by Jarvis, seconded by Uecker to approve the proposal from Veolia-Utility Services for the Woodside Tower Riser Pipe Repair  
Motion carried 4-0
- B. A motion by Jarvis, seconded by Markano to approve a new three-year contract with Badger State Waste for 2023, 2024, and 2025 with the two-year mutual renewal options in 2026 and 2027 for Wastewater Treatment Plant Sludge Hauling.  
Motion carried 4-0

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

- A. Village Engineer Neu outlined several options to address the pedestrian bridge between the Civic Center and the Associated Bank parking lot. Motion by Jarvis, seconded by Adkins to remove the pedestrian bridge and install permanent safety rails for the cost of \$5,000 to \$10,000.  
Motion carried 4-0

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

**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.

**9. Other discussion for future agenda topics:** None

**10. Adjournment**

A motion by Adkins, seconded by Jarvis to adjourn the meeting at 6:49pm.

Motion carried 4-0

Respectfully submitted,

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Jeremy Smith  
Village Administrator

VILLAGE OF SUSSEX

PUBLIC WORKS COMMITTEE

BILLS FOR PAYMENT

12/6/2022

| VENDOR                           | AMOUNT        |   | %COMPLETED | NOTES   |
|----------------------------------|---------------|---|------------|---|
| GLOBE CONTRACTORS                | \$ 130,037.59 | CTH VV & PLAINVIEW ROAD (WATER MAIN PROJECT) - PROF. SERV. 10/13-11/11/2022 | 85.00%     |   |
| GRAEF                            | \$ 7,500.00   | 2023 ROAD PROGRAM - PROF. SERVICES - JULY 2022                              | 19.8%      |   |
| GRAEF                            | \$ 7,500.00   | 2023 ROAD PROGRAM - PROF. SERVICES THRU 10/1/2022                           | 39.60%     |   |
| LANGER ROOFING & SHEET METAL INC | \$ 361,665.00 | WWTP & WELL 5 ROOF REPLACEMENT  | 95.0%      | APPROVED AT VB DECEMBER 2021<br>PAID - DUE DATE |
| R.A. SMITH                       | \$ 15,706.13  | VISTA RUN PHASE 2 PROF. SERV. SEPT. 2022                                    | ONGOING    | BILL DEVELOPER: NEUMANN                         |
| R.A. SMITH                       | \$ 9,296.63   | VISTA RUN PHASE 1 PROF. SERV. OCT. 2022                                     | ONGOING    | BILL DEVELOPER: NEUMANN                         |
| R.A. SMITH                       | \$ 5,813.13   | WOODLAND TRAILS S/D PHASE 1 PROF. SERV. 9/1-10/31/2022                      | ONGOING    | BILL DEVELOPER: NEUMANN                         |
| RUEKERT & MIELKE, INC.           | \$ 2,757.00   | WATER MODELING - PROF. SERV. 9/10-10/7/2022                                 | 16.7%      |   |
| WAUKESHA COUNTY - DEPT OF PW     | \$ 5,862.00   | CTH K, PEWAUKEE RIVER TRIBUTARY STRUCTURE PROJECT                           | 100.0%     |   |
| TOTAL                            | \$ 546,137.48 |   |            |   |



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## MEMORANDUM

To: Public Works Committee  
From: Judith A. Neu, Village Engineer / Public Works Director  
Date: November 30, 2022  
**Re: Highlands B Stormwater Management Agreement**

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The storm water practices in Highlands B (the Brown Farm) serve both the Redford Hills subdivision and the Business Park. The Village will be responsible for the long term maintenance of the public improvements, including the large pond along CTH K and public storm sewers and drainage swales. The agreement follows the standard format used in our typical storm water agreements, but is slightly more complex given that there are two developers involved in the process. These types of agreements typically go through Plan Commission and Village Board along with the Developers Agreement and Plat. Because there is no Plat for the Business Park and the Developers Agreement an amendment to a previous agreement, this storm water agreement needs to be approved separately. The Developer is collecting signatures and will bring the signed version to us when complete.

Staff recommends that the Public Works Committee recommend approval of the Highlands B Storm Water Management Practices Maintenance Agreement to the Village Board.

**HIGHLANDS B STORM WATER MANAGEMENT  
PRACTICES MAINTENANCE AGREEMENT**

Document Number

THIS AGREEMENT, made and entered into this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_, by and between Sussex Corporate Park II LLC hereinafter called the "Owner", and the Village of Sussex, hereinafter called the "Village".

WITNESSETH:

WHEREAS, the Owner is the owner of the following described lands situated in the Village of Sussex, County of Waukesha County, State of Wisconsin, to-wit:

Lots 1 and 2 of CSM 12340, Lots 1, and 2 of CSM 12310, Lots 1 and 2 of CSM 12318, and Lot 2 of CSM 12196 in the Village of Sussex, Waukesha County, Wisconsin hereinafter called the "Property", the locations of which are shown on Exhibit A.

WHEREAS, the Owner is developing the property; and

WHEREAS, the Site Plan and Storm Water Management Report for Highlands B the Sussex Corporate Park II and the future residential development hereinafter called the "Plan", which is expressly made a part hereof, as approved or to be approved by the Village, provides for on-site storm water management practices to serve the Property, which is shown on Exhibit A-1 and described on A-2; and

WHEREAS, the Village and the Owner, its successors and assigns, including any business landowners and homeowners associations, agree that the health, safety and welfare of the residents of the Village, require that on-site storm water management practices relating to runoff as defined in Chapter 14 of the Village Municipal Code be constructed and maintained on the Property; and

WHEREAS, the Village requires that on-site storm water management practices as shown on the Plan be constructed and adequately maintained by the Owner, its successors and assigns, including any business landowners and homeowners associations.

NOW, THEREFORE, in consideration of the foregoing premises, the mutual covenants contained herein, and the following terms and conditions, the parties hereto agree as follows:

1. The on-site storm water management practices shall be constructed by the Owner, its successors and assigns, including any business landowners and homeowners associations, in accordance with the plans and specifications approved by the Village and shown on the Plan and applicable statutes, ordinances and rules. The storm water management practices shall serve the drainage area designated in the Plan and shown on Exhibits A-1 and A-2.
2. The Owner, its successors and assigns including but not limited to any business landowners and homeowners associations, shall regularly inspect the storm water management practices and specifically the function of the approved storm water management system as often as conditions require, but in any event at least once each year, which shall constitute the maintenance schedule unless more frequent maintenance is required by the Stormwater Management System Operations and Maintenance Plan (the "Maintenance Requirements"), attached to this Agreement as Exhibit B and by this reference made a part hereof, including such revisions as may be made thereto from time to time by the Village Engineer or the Village Board. The Operation and Maintenance Report (the "Inspection Report") attached to this agreement as Exhibit C and by this reference made a part hereof shall be used for the purpose of the regular inspections of the storm water management practices. The purpose of the inspections is to assure safe and proper functioning of the facilities. The inspections shall cover all facilities including but not limited to berms, outlet structures, private storm sewer system, pond areas and access roads. All inspection reports shall be retained for a period of 7 years by the Owner with copies provided to the Village annually.

Recording Area

Name and Return Address

Judith A. Neu, Village Engineer  
Village of Sussex  
N64W23760 Main Street  
Sussex, WI 53089

Parcel Identification Number (PIN)

3. The Village, its successors and assigns, shall adequately maintain the storm water management practices, including but not limited to all pipes and channels within public easements outside of public rights-of-way built to convey storm water to the facility, as well as all structures, improvements, and vegetation provided to control the quantity and quality of the storm water, except for specific annual maintenance activities such as grass mowing more frequently than recommended in the "Maintenance Requirements" (Exhibit B), debris and litter control, and nuisance control. Adequate maintenance is herein defined as keeping the storm water management facilities in good working condition so that these facilities are performing their design functions and are in accordance with Stormwater Management System Operations and Maintenance Plan (the "Maintenance Requirements"), attached as Exhibit B, including such revisions as may be made thereto from time to time by the Village Engineer or the Village Board.
4. The Owner, its successors and assigns, including any business landowners and homeowners associations, hereby grant permission, but not the obligation, to the Village, its authorized agents and employees, to enter upon the Property and to inspect the storm water management practices whenever the Village deems necessary. The purpose of inspection is to investigate reported deficiencies and/or to respond to citizen complaints, and to determine whether the storm water management practices are being maintained and operated in accordance with this Agreement. If the Village exercises this authority, the Village shall provide the Owner, its successors and assigns, including any or business landowners and homeowners associations, copies of the inspection findings and a directive to commence with the repairs if necessary. Corrective actions shall be taken within 30 days, or a reasonable timeframe as established by Village Engineer unless otherwise required by the Village Engineer for public safety or wellness.
5. In addition to, and not to the exclusion or prejudice of other remedies available to the Village, if the Owner, its successors and assigns, including any business landowners association, fails to maintain the storm water management practices in good working condition, consistent with the terms of the approved plans and specifications approved by the Village and does not perform the required corrective actions and inspections in the specified time, the Village may perform the corrective actions identified in the inspection report and special charge the Owner, its successors and assigns for the cost of such work pursuant to Wisconsin Statutes Section 66.0627. This provision shall not be construed to allow the Village to erect any structure of permanent nature on the land of the Owner outside of the easement for the storm water management practices and in no event shall this Agreement be construed to impose any such obligation on the Village.
6. The Owner, its successors and assigns, including any business landowners and homeowners associations, shall perform the work necessary to keep these facilities in good working order as appropriate. In the event a maintenance schedule for the storm water management practices (including sediment removal) is outlined on the approved plans, the schedule shall be followed. The minimum amount of maintenance on the storm water management practices shall be in accordance with the Maintenance Requirements (Exhibit B) attached, if applicable.
7. In the event the Village pursuant to this Agreement, performs work of any nature, or expends any funds in performance of said work for labor, use of equipment, supplies, materials, and the like, the Owner, its successors and assigns, including any business landowners or homeowners associations, shall reimburse the Village upon demand, within thirty (30) days of receipt for all actual costs incurred by the Village hereunder.
8. This Agreement imposes no liability of any kind whatsoever on the Village, its officers, agents and employees, and the owner agrees to indemnify and hold the Village harmless as and against any and all claims, actions, causes of action, demands, including attorney fees which the Village may incur as a result of the failure of the storm water management system and/or actions taken or not taken by the Village to enforce the terms of this agreement including, but not limited to, the performance of maintenance activities.
9. This Agreement shall be attached as an exhibit to any document which creates a business landowners and homeowners association that is responsible for maintenance of the storm water management practices and be recorded at the Waukesha County Register of Deeds, and shall constitute a covenant running with the land, and shall be binding on the Owner, its administrators, executors, assigns, heirs and any other successors in interests, including any business landowners association. The Owner shall provide the Village with a copy of any document which creates a homeowners or business landowners association that is responsible for the storm water management practices.
10. Notwithstanding anything in this Agreement to the contrary, in the event the Owner, or the Owner's successors and assigns, sell or otherwise transfer ownership in the Property, such transfer, in addition to transferring the Property, shall transfer the custody of the Inspection and Maintenance Reports, and shall transfer the obligations of this Agreement to the new owner, and to the extent the transfer is fully consummated thereby relieves the former owner from any and all liabilities and obligations under the terms of this Agreement. This section shall not be interpreted as relieving the Owner

or its successors and assigns from any obligations to the Village that are not contained solely within this Agreement, however.

11. This Agreement may not be amended, altered or modified except by a written agreement executed by Owner and the Village. Provided, however, this provision shall not be construed to prevent the Village from amending Chapter 14 of the Village Municipal Code from time to time.

Dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

OWNER

By: SUSSEX CORPORATE PARK II, LLC  
Its: Stewart M. Wangard

By: \_\_\_\_\_

Its: \_\_\_\_\_

STATE OF WISCONSIN )  
 ) ss.  
COUNTY OF WAUKESHA )

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, by \_\_\_\_\_, the \_\_\_\_\_ of Sussex Corporate Park II, LLC.

State of Wisconsin, County of \_\_\_\_\_  
My commission expires: \_\_\_\_\_  
Acting in the County of Waukesha

Dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

OWNER

By: EQUITY TRUST COMPANY CUSTODIAN fbo Stewart M. Wangard IRA  
Its:

By: \_\_\_\_\_

Its: \_\_\_\_\_

STATE OF WISCONSIN )  
 ) ss.  
COUNTY OF WAUKESHA )

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, by \_\_\_\_\_, the \_\_\_\_\_ of Equity Trust Company Custodian fbo Stewart M. Wangard IRA.

State of Wisconsin, County of \_\_\_\_\_  
My commission expires: \_\_\_\_\_  
Acting in the County of Waukesha

Dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

OWNER

By: REDFORD HILLS, LLC

Its:

By: \_\_\_\_\_

Its: \_\_\_\_\_

STATE OF WISCONSIN )

) ss.

COUNTY OF WAUKESHA )

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, by \_\_\_\_\_, the \_\_\_\_\_ of Redford Hills, LLC.

State of Wisconsin, County of \_\_\_\_\_

My commission expires: \_\_\_\_\_

Acting in the County of Waukesha

Dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

OWNER

By: BHK PROPERTIES, LLC

Its:

By: \_\_\_\_\_

Its: \_\_\_\_\_

STATE OF WISCONSIN )

) ss.

COUNTY OF WAUKESHA )

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, by \_\_\_\_\_, the \_\_\_\_\_ of BHK Properties, LLC.

State of Wisconsin, County of \_\_\_\_\_

My commission expires: \_\_\_\_\_

Acting in the County of Waukesha



Dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_

Grantee: Village of Sussex

By: \_\_\_\_\_

Title: Village President

Attest:

\_\_\_\_\_  
Jennifer Moore  
Village Clerk/Treasurer

State of Wisconsin        }  
                                      } ss.  
County of Waukesha        }

Personally came before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, the above named Anthony LeDonne, President of the Village of Sussex, to me known to be the person who executed the foregoing instrument by its authority and on its behalf and acknowledged the same.

\_\_\_\_\_  
Notary Public, State of Wisconsin

My Commission: \_\_\_\_\_

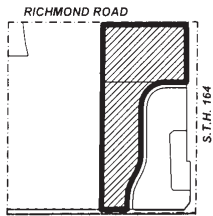
This instrument was drafted by Village Administrator Judith A. Neu, based upon a form by Village Attorney John P. Macy

# EXHIBIT A

## CERTIFIED SURVEY MAP NO. 12196

LOT 1 OF CERTIFIED SURVEY MAP NO. 11793, RECORDED AS DOCUMENT NO. 4374771, AND LOT 3 OF CERTIFIED SURVEY MAP NO. 11854, RECORDED AS DOCUMENT NO. 4397415, BEING PART OF THE NORTHEAST 1/4 AND SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 33, TOWN 8 NORTH, RANGE 19 EAST, IN THE VILLAGE OF SUSSEX, WAUKESHA COUNTY, STATE OF WISCONSIN

VICINITY MAP:



NE 1/4 SEC. 33-8-19  
SCALE: 1" = 2000'

SITE:  
W250 N5467 HIGHWAY 164  
SUSSEX, WI  
TAX KEY: 0273999003 &  
0273999007

OWNERS/DEVELOPERS:  
SUSSEX CORPORATE PARK, LLC  
1200 N. MAYFAIR RD.  
MILWAUKEE, WI 53226  
414-777-1200

EQUITY TRUST COMPANY  
CUSTODIAN FBO STEWART  
WANGARD IRA  
1 EQUITY WAY  
WESTLAKE OH 44145-1050

SURVEYOR:  
BAIBA ROZITE, PLS - 2351  
THE SIGMA GROUP  
1300 W. CANAL STREET  
MILWAUKEE, WI 53233  
414-643-4171

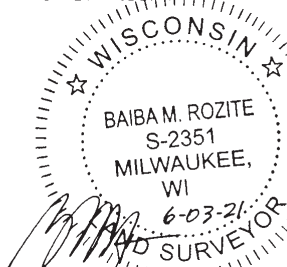
LEGEND & NOTES:

- INDICATES REBAR FOUND. OTHER FOUND MONUMENTATION, AS NOTED ON DRAWING.
- INDICATES SET 3/4" DIAM. REBAR, 18" LONG WEIGHING 1.50 LBS/LIN. FT.

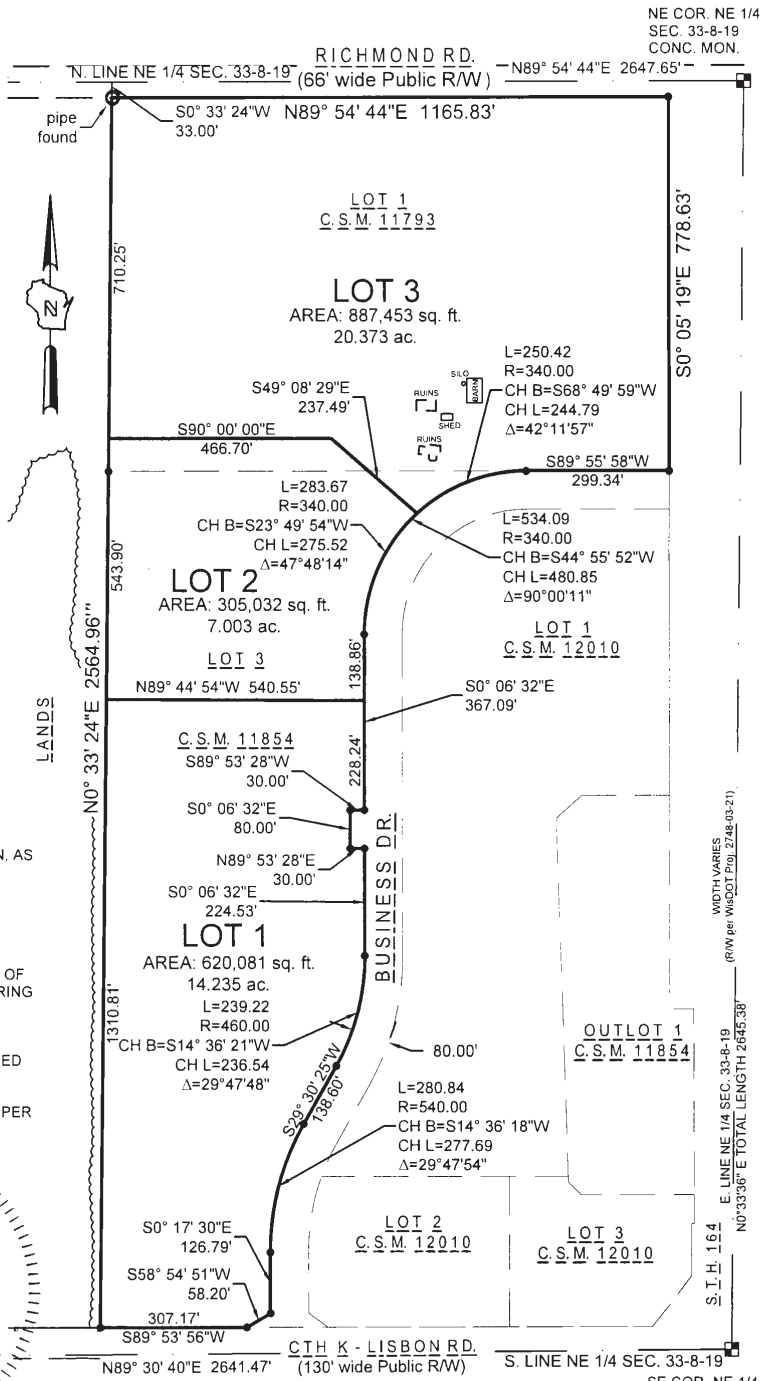
COORDINATES & BEARINGS REFERENCED TO THE EAST LINE OF THE NE 1/4 OF SEC. 33-8-19, BEARING N 0°33'36" E.

DISTANCES MEASURED TO THE NEAREST 0.01'. ANGLES MEASURED TO THE NEAREST 01".

SITE IS NOT IN THE FLOODPLAIN PER FEMA FIRM PANEL 55133C0201G DATED 11/02/2014



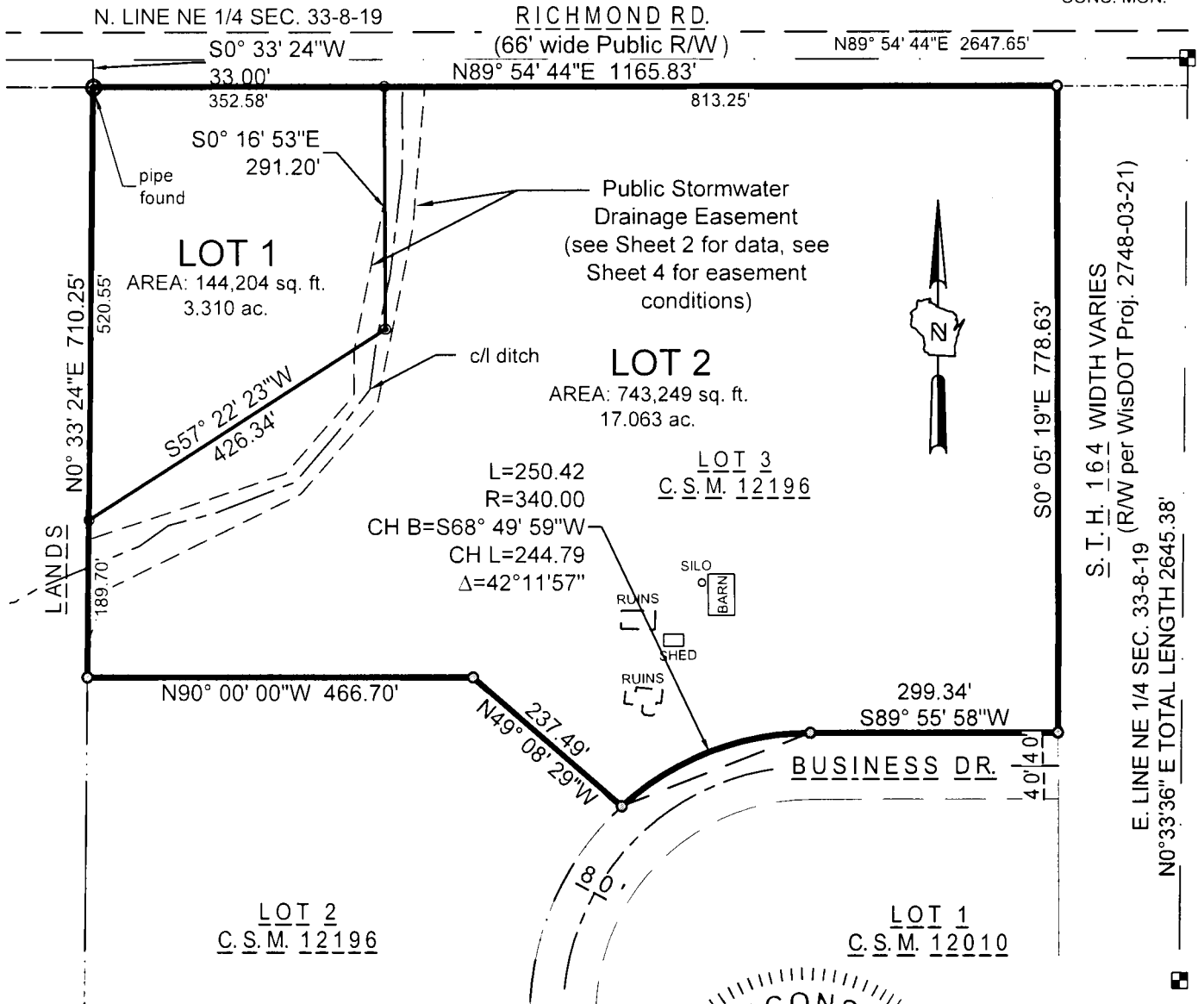
THE SIGMA GROUP  
Single Source. Sound Solutions.  
www.thesigmagroup.com  
1300 West Canal Street  
Milwaukee, WI 53233  
Phone: 414-643-4200  
Fax: 414-643-4210



# CERTIFIED SURVEY MAP NO. 12310

LOT 3 OF CERTIFIED SURVEY MAP NO. 12196, RECORDED AS DOCUMENT NO. 4597423, BEING PART OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 33, TOWN 8 NORTH, RANGE 19 EAST, IN THE VILLAGE OF SUSSEX, WAUKESHA COUNTY, STATE OF WISCONSIN

NE COR. NE 1/4 SEC. 33-8-19 CONC. MON.



SE COR. NE 1/4 SEC. 33-8-19 CONC. MON.

**LEGEND & NOTES:**

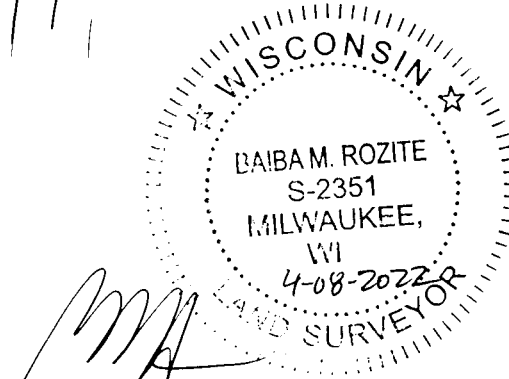
○ INDICATES REBAR FOUND. OTHER FOUND MONUMENTATION, AS NOTED ON DRAWING.

● INDICATES SET 3/4" DIAM. REBAR, 18" LONG WEIGHING 1.50 LBS/LIN. FT.

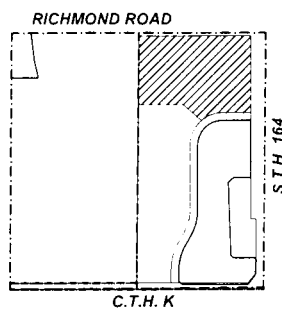
COORDINATES & BEARINGS REFERENCED TO THE EAST LINE OF THE NE 1/4 OF SEC. 33-8-19, BEARING N 0° 33' 36" E.

DISTANCES MEASURED TO THE NEAREST 0.01'. ANGLES MEASURED TO THE NEAREST 01".

SITE IS NOT IN THE FLOODPLAIN PER FEMA FIRM PANEL 55133C0201G DATED 11/02/2014.



**VICINITY MAP:**



SCALE: 1" = 2000'

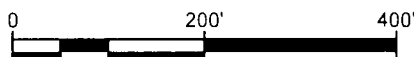
**SITE:**  
W250 N5467 HIGHWAY 164  
SUSSEX, WI  
TAX KEY: 0273999014

**OWNERS/DEVELOPERS:**  
EQUITY TRUST COMPANY  
CUSTODIAN FBO STEWART M. WANGARD IRA  
1 EQUITY WAY  
WESTLAKE OH 44145-1050  
(440) 323-5491

**SURVEYOR:**  
BAIBA ROZITE, PLS - 2351  
THE SIGMA GROUP  
1300 W. CANAL STREET  
MILWAUKEE, WI 53233  
414-643-4171



www.thesigmagroup.com  
1300 West Canal Street  
Milwaukee, WI 53233  
Phone: 414-643-4200  
Fax: 414-643-4210

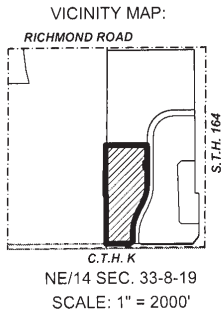


PROJECT NUMBER 19629 DRAFTED BY B. ROZITE

Sheet 1 of 4

# CERTIFIED SURVEY MAP NO. 12318

LOT 1 OF CERTIFIED SURVEY MAP NO. 12196, RECORDED AS DOCUMENT NO. 4597423, PART OF VACATED BUSINESS DRIVE, AND LANDS, IN THE NORTHEAST 1/4, SOUTHEAST 1/4, SOUTHWEST 1/4 AND NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 33, TOWN 8 NORTH, RANGE 19 EAST, IN THE VILLAGE OF SUSSEX, WAUKESHA COUNTY, STATE OF WISCONSIN



SITE:  
W250 N5467 HIGHWAY 164  
SUSSEX, WI  
TAX KEY: 0273999003 &  
0273999007

OWNERS/DEVELOPERS:  
SUSSEX CORPORATE PARK, LLC  
SUSSEX CORPORATE PARK II LLC  
1200 N. MAYFAIR RD.  
MILWAUKEE, WI 53226  
414-777-1200

SURVEYOR:  
BAIBA ROZITE, PLS - 2351  
THE SIGMA GROUP  
1300 W. CANAL STREET  
MILWAUKEE, WI 53233  
414-643-4171

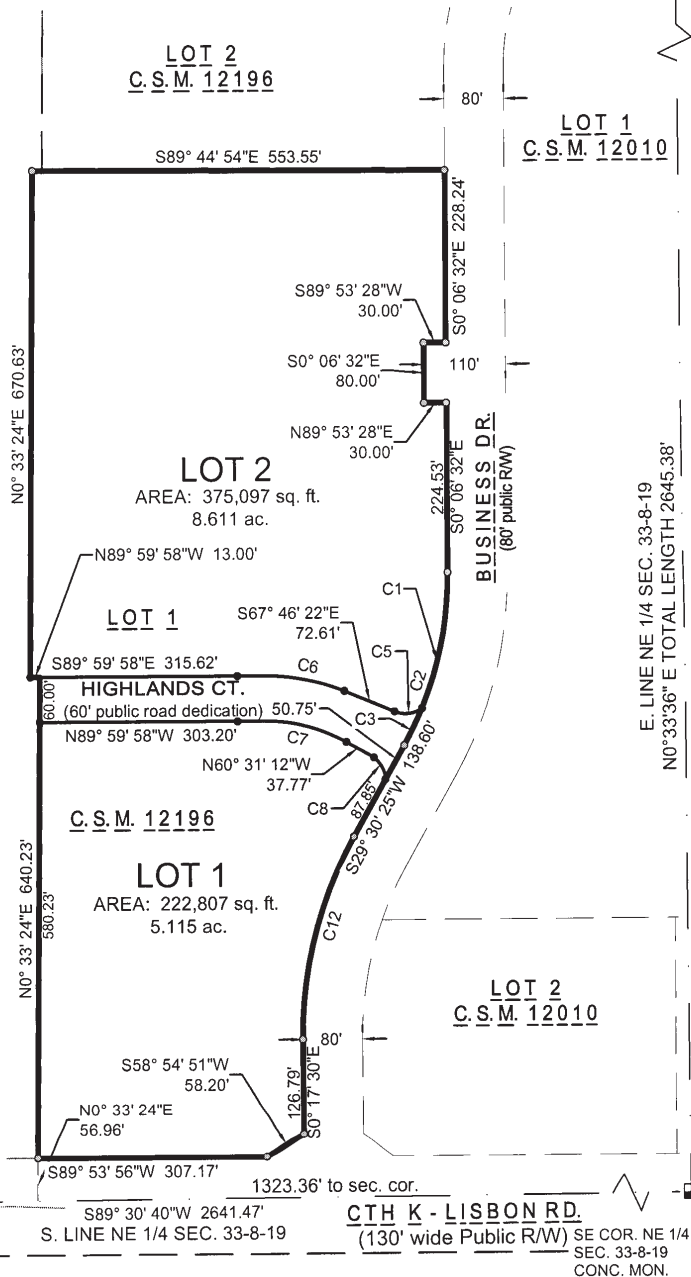
**LEGEND & NOTES:**

- INDICATES REBAR FOUND.
- OTHER FOUND MONUMENTATION, AS NOTED ON DRAWING.
- INDICATES SET 3/4" DIAM. REBAR, 18" LONG WEIGHING 1.50 LBS/LIN. FT.

COORDINATES & BEARINGS REFERENCED TO THE EAST LINE OF THE NE 1/4 OF SEC. 33-8-19, BEARING N 0°33'36" E.

DISTANCES MEASURED TO THE NEAREST 0.01'. ANGLES MEASURED TO THE NEAREST 01'.

SITE IS NOT IN THE FLOODPLAIN PER FEMA FIRM PANEL 55133C0201G DATED 11/02/2014.



EASEMENTS ON SHEET 2  
CURVE DATA ON SHEET 3



www.thesigmagroup.com  
1300 West Canal Street  
Milwaukee, WI 53233  
Phone: 414-643-4200  
Fax: 414-643-4210

GRAPHIC SCALE



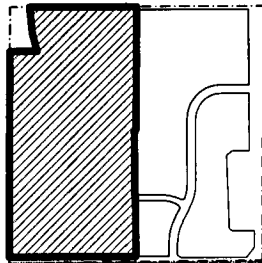
PROJECT NUMBER 19629 DRAFTED BY B. ROZITE

Sheet 1 of 6

# CERTIFIED SURVEY MAP NO. 12340

PART OF THE NORTHWEST 1/4 AND SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 33, TOWN 8 NORTH, RANGE 19 EAST, IN THE VILLAGE OF SUSSEX, WAUKESHA COUNTY, STATE OF WISCONSIN

VICINITY MAP:  
RICHMOND ROAD



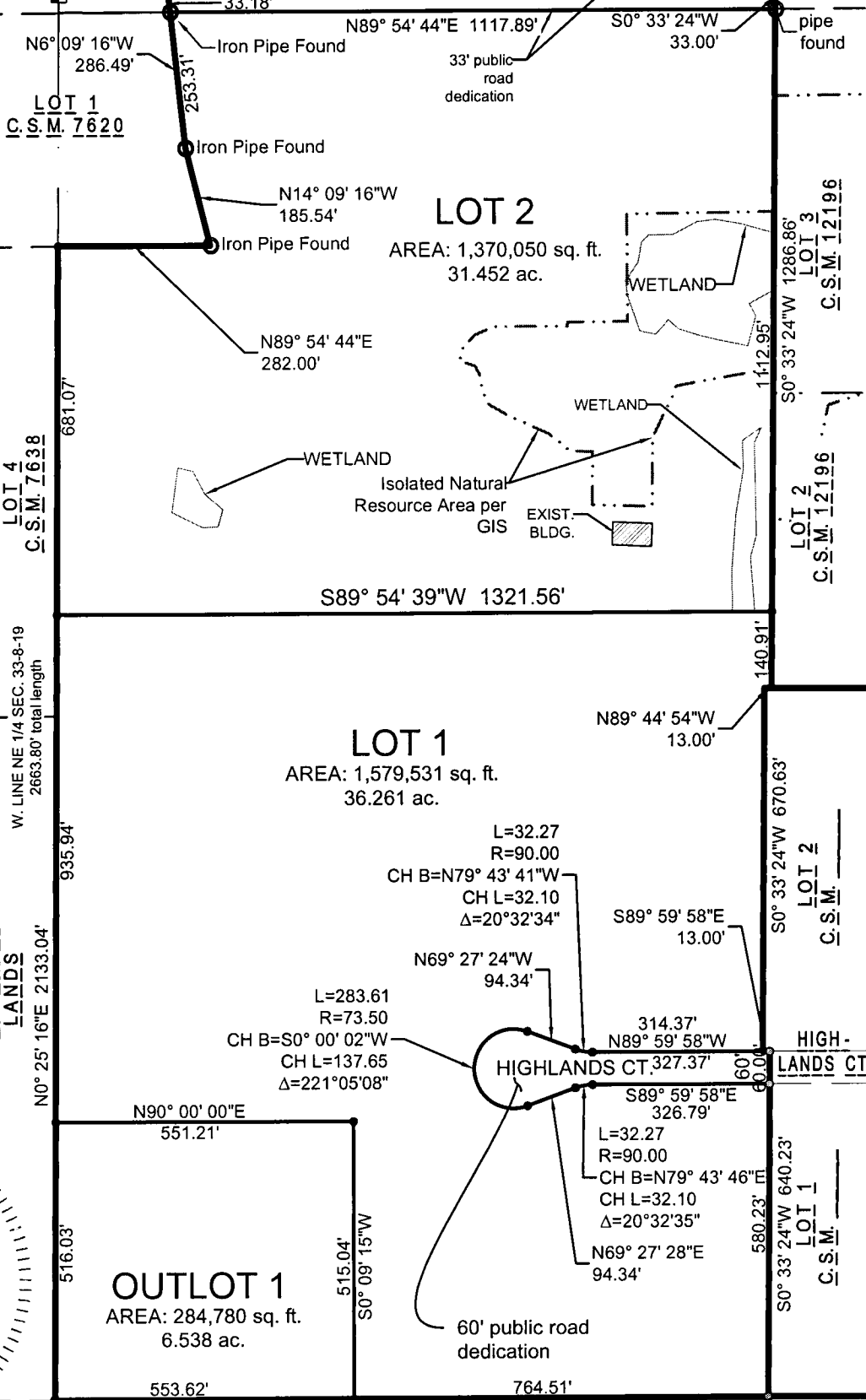
C.T.H. K  
NE/14 SEC. 33-8-19  
SCALE: 1" = 2000'

NW COR. NE 1/4  
SEC. 33-8-19  
CONC. MON.

N89° 54' 44"E  
202.50'

RICHMOND RD.  
(66' wide Public R/W)

N89° 54' 44"E 1121.77' N. LINE NE 1/4 SEC. 33-8-19



SITE:  
N55W25299 Richmond Rd.  
Lisbon, WI  
TAX KEY: 0273998001

OWNERS/DEVELOPERS:  
SUSSEX CORPORATE  
PARK II LLC  
1200 N. MAYFAIR RD.  
MILWAUKEE, WI 53226  
414-777-1200

SURVEYOR:  
BAIBA ROZITE, PLS - 2351  
THE SIGMA GROUP  
1300 W. CANAL STREET  
MILWAUKEE, WI 53233  
414-643-4171

LEGEND & NOTES:  
● INDICATES REBAR FOUND.  
OTHER FOUND MONUMENTATION,  
AS NOTED ON DRAWING.  
● INDICATES SET 3/4" DIAM.  
REBAR, 18" LONG WEIGHING 1.50  
LBS/LIN. FT.

COORDINATES & BEARINGS  
REFERENCED TO THE WEST  
LINE OF THE NE 1/4 OF  
SEC. 33-8-19, BEARING  
N 0°25'16" E.

DISTANCES MEASURED TO THE  
NEAREST 0.01'. ANGLES  
MEASURED TO THE NEAREST 01".

SITE IS NOT IN THE FLOODPLAIN  
PER FEMA FIRM PANEL  
55133C0182G DATED 11/02/2014.



UNPLATTED  
LANDS

W. LINE NE 1/4 SEC. 33-8-19  
2663.80' total length

UNPLATTED  
LANDS

N0° 25' 16"E 2133.04'

935.94'

935.94'

516.03'

516.03'

515.04'

515.04'

515.04'

515.04'

515.04'

515.04'

515.04'

515.04'

515.04'

515.04'

515.04'

515.04'

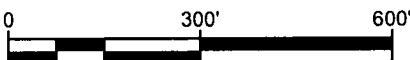
OUTLOT 1  
AREA: 284,780 sq. ft.  
6.538 ac.

LOT 1  
AREA: 1,579,531 sq. ft.  
36.261 ac.

LOT 2  
AREA: 1,370,050 sq. ft.  
31.452 ac.

THE SIGMA GROUP  
Single Source. Sound Solutions.  
www.thesigmagroup.com  
1300 West Canal Street  
Milwaukee, WI 53233  
Phone: 414-643-4200  
Fax: 414-643-4210

GRAPHIC SCALE



PROJECT NUMBER 19629 DRAFTED BY B. ROZITE

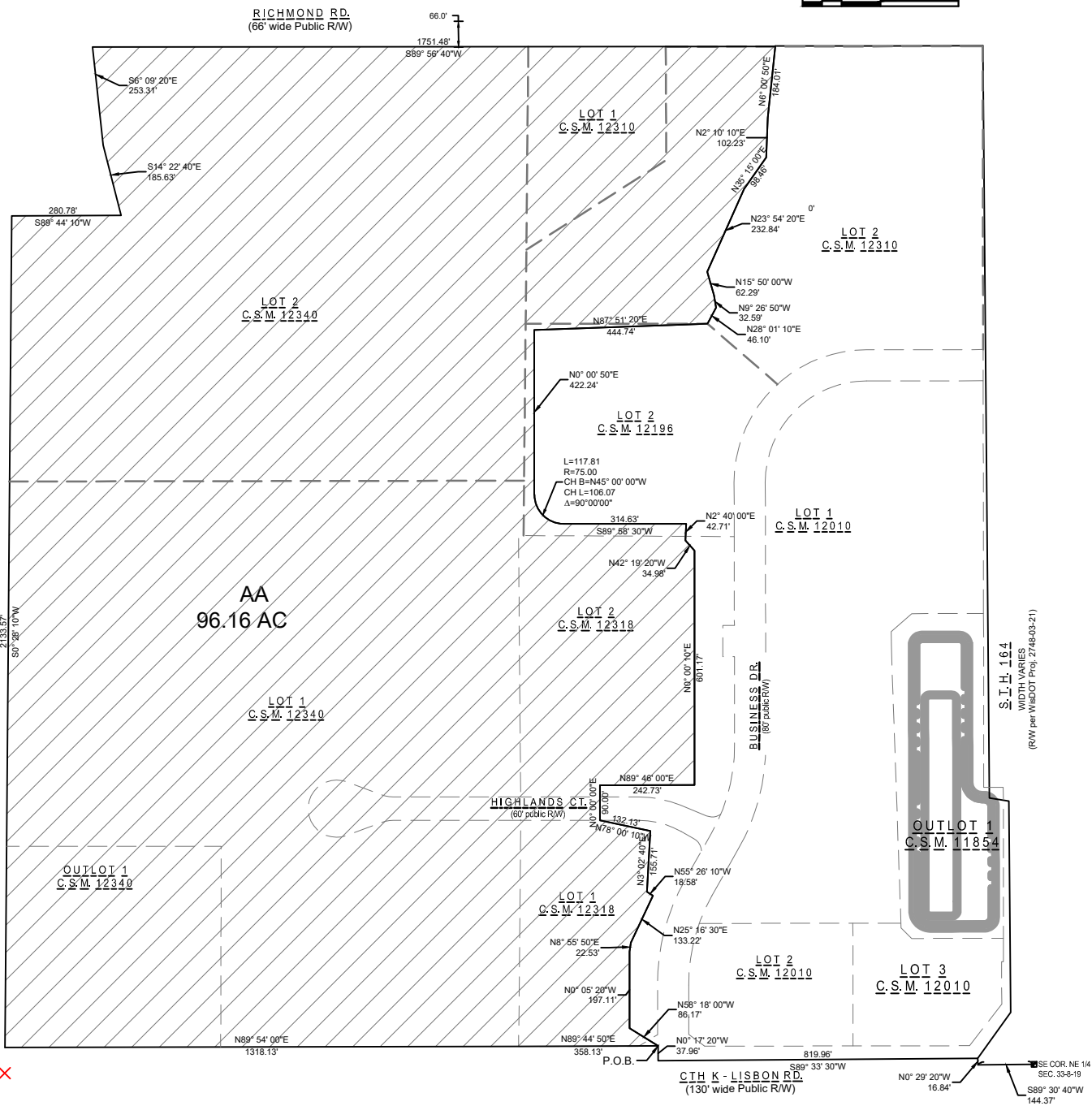
Sheet 1 of 6

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# EXHIBIT A-1



GRAPHIC SCALE



✘

Exhibit A-2

Storm Water Drainage Area

Legal Description

Storm Water Drainage Area:

Being a part of the Northeast  $\frac{1}{4}$  of Section 33, Town 8 North, Range 19 East, in the Village of Sussex, Waukesha County, State of Wisconsin, bounded and described as follows:

Commencing at the Southeast corner of said Section 33; Thence South  $89^{\circ} 30' 40''$  West, 144.37 feet along the south line of said  $\frac{1}{4}$  section; thence North  $00^{\circ} 29' 20''$  West, 16.84 feet; thence South  $89^{\circ} 33' 30''$  West, 819.96 feet; thence North  $00^{\circ} 17' 20''$  West, 37.96 feet to the Point of Beginning; thence North  $58^{\circ} 18' 00''$  West, 86.17 feet; thence North  $00^{\circ} 05' 20''$  West, 197.11 feet; thence North  $08^{\circ} 55' 50''$  East, 22.53 feet; thence North  $25^{\circ} 16' 30''$  East, 133.22 feet; thence North  $55^{\circ} 26' 10''$  West, 18.58 feet; thence North  $03^{\circ} 02' 40''$  East, 155.71 feet; thence North  $78^{\circ} 00' 10''$  West, 132.13 feet; thence North  $00^{\circ} 00' 00''$  East, 90.00 feet; thence North  $89^{\circ} 46' 00''$  East, 242.73 feet; thence North  $00^{\circ} 00' 10''$  East, 601.17 feet; thence North  $42^{\circ} 19' 20''$  West, 34.98 feet; thence North  $02^{\circ} 40' 00''$  East, 42.71 feet; thence South  $89^{\circ} 58' 30''$  West, 314.63 feet to a curve; thence 117.81 feet along the arc of a curve whose radius lies 75.00 feet to the northeast and whose chord bears North  $45^{\circ} 00' 00''$  West, 106.07 feet; thence North  $00^{\circ} 00' 50''$  East, 422.24 feet; thence North  $87^{\circ} 51' 20''$  East, 444.74 feet; thence North  $28^{\circ} 01' 10''$  East, 46.10 feet; thence North  $09^{\circ} 26' 50''$  West, 32.59 feet; thence North  $15^{\circ} 50' 00''$  West, 62.29 feet; thence North  $23^{\circ} 54' 20''$  East, 232.84 feet; thence North  $35^{\circ} 15' 00''$  East, 98.46 feet; thence North  $02^{\circ} 10' 10''$  East, 102.23 feet; thence North  $06^{\circ} 00' 50''$  East, 184.01 feet; thence South  $89^{\circ} 56' 40''$  West, 1751.48 feet; thence South  $06^{\circ} 09' 20''$  East, 253.31 feet; thence South  $14^{\circ} 22' 40''$  East, 185.63 feet; thence South  $89^{\circ} 44' 10''$  West, 280.78 feet; thence South  $00^{\circ} 28' 10''$  West, 2133.57 feet; thence North  $89^{\circ} 54' 00''$  East, 1,318.13 feet; thence North  $89^{\circ} 44' 50''$  East, 358.13 feet to the point of beginning.

## EXHIBIT B

### **STORMWATER MANAGEMENT SYSTEM OPERATION AND MAINTENANCE PLAN**

The following Operation and Maintenance Plan for the project site outlines the schedule for inspection and maintenance after construction.

#### Schedule for Inspection and Maintenance:

- The entire storm water management system outside of public rights-of-way, including piping, catch basins, manholes and BMPs (wet pond and infiltration area) will be cleaned prior to final site acceptance. Sediment and debris will be removed and disposed of in accordance with applicable local, state, and federal guidelines and regulations.
- Once initially constructed, the wet detention pond and infiltration area will be inspected after storm events to confirm drainage system functionality, bank stability, and status of vegetation growth. Problems with any of these areas will be addressed immediately by the Owner. During the first six months of operation, the basins will be inspected immediately after significant storm events and cleaned to remove sediment buildup. The control structures will be inspected and repaired where sediment appears to have clogged the structure.
- Once constructed, the infiltration basin shall receive frequent inspections to properly document invasive species, weeds, dehydration, damage, erosion, diseases, bare areas, and pests will be conducted until native seeding in infiltration area has been established. This will typically take three (3) to (5) years. Invasive species will be controlled through reseeding or replanting damaged or non-active growth areas, strategic mowing to reduce weed cover and prevent weed seed set, removal of tree seedlings, and mechanical weed control through hand pulling and seed head removal. Herbicide application will be done sparingly and only when necessary. Selection of herbicide will consider proximity to waterways and will be compliant with State and applicable Federal Law.

#### I. ROUTINE MAINTENANCE FOR WET POND

##### A. Mowing

- a. Side slopes, embankments, and emergency spillways that are not rock lined which have been planted with turf grasses should be mowed at least once a year to prevent woody growth and control noxious weeds.
- b. Adjacent to the commercial and drive areas, more frequent mowing of the upper bank areas during a normal growing season is recommended, but only annual mowing is necessary.

##### B. Inspections

- a. Inspections of the wet pond shall be completed on an annual basis or after rainfall events exceeding 4 inches over a 24-hour period.
- b. The inspections should be completed during wet weather conditions to determine if the pond is functioning properly.
- c. Inspection priorities shall be as follows:
  - i. Inspect the embankments for subsidence, erosion, cracking, tree growth and rodent infestation.
  - ii. Inspect the condition of the emergency spillway and overland flow path.
  - iii. Inspect the pond for accumulation of sediment.
  - iv. Inspect the outlet control structure for clogs, debris and material failures.
  - v. Inspect upstream and downstream channels from an erosion perspective.
  - vi. Inspect any modifications that may have been done to the pond following their initial construction.
  - vii. Inspect the side slopes of the pond for erosion, slumping, cracking or woody plant materials.
- d. As-built plans shall accompany the person responsible for the pond inspections.



- e. Documentation of the inspections using Exhibit C-Operation and Maintenance Report should be completed and filed. Documentation should include as a minimum:
  - i. Inspector's name, affiliation and professional credentials if applicable.
  - ii. Date, time and weather conditions at the time of inspection.
  - iii. Approximate rainfall total over the previous 24-hour period if applicable.
  - iv. Status of existing embankment, outlet and inlet conveyance systems and vegetation condition.
  - v. Estimation of sediment depth at the outlet control structure and at a minimum two other locations in the water quality basin.
  - vi. Identification of potential system deficiencies, impending structural failures and repair needs.
  - vii. Other pond conditions such as vegetation growth, algae growth and emergency spillway conditions.
  - viii. Repair recommendations.

C. Debris and Litter Removal.

- a. Debris and litter removal from the pond surface shall be completed at least once a month, during March through November.
- b. Particular attention should be paid to debris accumulating around the riser pipe to prevent potential clogging.
- c. Debris shall be disposed of in accordance with applicable local, state, and federal guidelines and regulations.

D. Erosion Control.

- a. Inspect all pond side slopes, embankments and the emergency spillways for slumpage and erosion.
- b. Corrective measures shall include regrading, filling and revegetation of the eroded or slumping areas.
- c. Rip rap at the pond outlet and emergency spillways should be inspected for displacement or undermining. Repairs shall be made upon discovery.

E. Nuisance Control.

- a. Biological control of algae and mosquitoes is preferred over chemical control. Consultation with local WDNR officials is recommended prior to the introduction of any biological or chemical control.

II. NON-ROUTINE MAINTENANCE

A. Structural Repairs and Replacement.

- a. The outlets of the pond have been constructed utilizing concrete pipe. The estimate life of these structures is 75 years to 100 years. Annual inspection of the structures will disclose any potential structural problems. If structural problems appear, repair or replace the outlet immediately.
- b. Excessive or chronic drawdowns of the ponds may cause leaks or seepage through the embankments. Excessive drawdowns should be avoided and thus corrective measures for leakage and seepage should be avoided.

B. Sediment Removal.

- a. A sediment clean out cycle of 10 years to 15 years is recommended. Sediment removal may be necessary prior to 10 years if there is a substantial amount of land disturbance occurring within the contributory watershed or once the average depth of the permanent pool is 3.5-feet or less. Annual inspections shall be made to insure that the design depth of the permanent water pool is maintained and not exceeded.
- b. Sediment removed from the ponds shall be tested per NR 528 WI Admin Code and disposed of in accordance with applicable local, state, and federal guidelines and regulations.
- c. All sediment shall be tested to determine if land filling is necessary. Contact the local DNR prior to sediment sampling and testing to ensure compliance with State standards and regulations.

- d. Surveyed depths of the sediment storage area and permanent pool elevations shall be made immediately following the construction of the ponds and recorded on the as-built plans. Annual inspections shall include measure downs to determine sediment elevations in relation to the permanent pool elevation.

### III. ROUTINE MAINTENANCE FOR STORM SEWER AND CULVET PIPES

- A. Inspection
  - a. Pipes should be inspected annually and after heavy rainfall.
  - b. Inspect for sediment deposition, scour at the ends of pipe, accumulation of trash and obstructions.
- B. Maintenance
  - a. Scour areas should be repaired with clean fill and replacement of end treatment (rip rap, TRM, etc.) Scour areas with no end treatment should be stabilized with topsoil, seed, and erosion control mat at a minimum.
  - b. Sediment deposits, trash and obstructions should be removed from the pipe.
  - c. Material deposited within the pipe should be promptly removed to maintain the conveyance capacity of the pipe.

### IV. ROUTINE MAINTENANCE FOR INFILTRATION AREA

- A. Mowing
  - a. Area which have been planted with turf grasses should be mowed at least once a year to prevent woody growth and control noxious weeds.
- B. Inspection
  - a. Inspections of the infiltration area shall be completed on an annual basis and after heavy rainfall events.
  - b. The inspections should be completed during wet weather conditions to determine if the infiltration areas are functioning properly.
  - c. Inspect for sediment deposition, scour, accumulations of trash and obstructions, growth of undesirable vegetation, and health of planned vegetative cover.
- C. Maintenance
  - a. Scour areas should be repaired with clean sand fill and replacement of cover treatment (2" compost, 2" topsoil, native feed mix, erosion mat).
  - b. Sediment deposits, trash, and undesirable vegetation should be removed from the infiltration areas with a long reach backhoe, or other means, which will not compact the soils in the infiltration area.

# EXHIBIT C

## Wet Pond/Infiltration Area Operation, Maintenance & Management Report

Project: \_\_\_\_\_ Location: \_\_\_\_\_  
 Site Status: \_\_\_\_\_ Inspector: \_\_\_\_\_  
 Date: \_\_\_\_\_ Time: \_\_\_\_\_

| Item  | Checked<br>(Yes/No) | Maintenance Needed<br>(Yes/No) | Comments |
|---|---------------------|--------------------------------|----------|
| <b>Embankments and Spillways</b>  |                     |                                |          |
| Vegetation and ground cover adequate  |                     |                                |          |
| Embankment erosion/subsidence   |                     |                                |          |
| Animal burrows  |                     |                                |          |
| Unauthorized plantings / woody vegetation   |                     |                                |          |
| Cracking, bulging, or sliding of earthen berm<br>a) Upstream face<br>b) Downstream face<br>c) At or beyond toe<br>d) Emergency Spillway |                     |                                |          |
| Seeps/leaks on downstream face  |                     |                                |          |
| Slope protection erosion mat or riprap failures   |                     |                                |          |
| Vertical and horizontal alignment of top of earthen berm as per "As-Built" plans  |                     |                                |          |
| Spillways clear of obstructions and debris  |                     |                                |          |
| Other (specify)   |                     |                                |          |
| <b>Outlet Pipes</b>   |                     |                                |          |
| Low flow orifice obstructed   |                     |                                |          |
| Low flow trash rack<br>a) Debris removal necessary<br>b) Corrosion control  |                     |                                |          |
| Pipe condition  |                     |                                |          |
| Outfall channels functioning  |                     |                                |          |
| Other (specify)   |                     |                                |          |

| Item  | Checked<br>(Yes/No) | Maintenance Needed<br>(Yes/No) | Comments |
|---|---------------------|--------------------------------|----------|
| <b>Wet Pond</b>   |                     |                                |          |
| Undesirable vegetative growth   |                     |                                |          |
| Floating or floatable debris<br>removal required  |                     |                                |          |
| Visible pollution   |                     |                                |          |
| Shoreline problems  |                     |                                |          |
| Sedimentation noted   |                     |                                |          |
| Estimated Sediment Depth<br>(Sediment cleanout when depth<br>3 feet below outlet elevation) |                     |                                |          |
| Other (specify)   |                     |                                |          |
| <b>Infiltration Area</b>  |                     |                                |          |
| Adequate vegetation cover   |                     |                                |          |
| Undesirable vegetative growth   |                     |                                |          |
| Standing water or wet spots   |                     |                                |          |
| Sediment and/or trash<br>accumulation   |                     |                                |          |
| Scour, or erosion of plateau  |                     |                                |          |
| <b>Outfalls</b>   |                     |                                |          |
| Riprap failures   |                     |                                |          |
| Slope erosion   |                     |                                |          |
| Storm drain pipes   |                     |                                |          |
| Endwalls/headwalls  |                     |                                |          |
| Other (specify)   |                     |                                |          |

Additional Comments – Actions to be Taken:

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## Sumped Catch Basins Operation, Maintenance & Management Report

Project: \_\_\_\_\_ Location: \_\_\_\_\_  
 Site Status: \_\_\_\_\_ Inspector: \_\_\_\_\_  
 Date: \_\_\_\_\_ Time: \_\_\_\_\_

| Item   | Satisfactory<br>(Yes/No) | Maintenance Needed<br>(Yes/No) | Comments |
|--|--------------------------|--------------------------------|----------|
| Inlet – free of leaves, grass clippings, trash, and debris   |                          |                                |          |
| Depth of water above accumulated sediment in the sump (measured by lowering a pole into the structure)<br>Depth > 0.5 ft – cleaning not required<br>Depth < 0.5 ft – cleaning required |                          |                                |          |
| Surrounding areas stabilized   |                          |                                |          |
| Inlet clean and working  |                          |                                |          |
| Vacuum cleaning for sediment removal – typically every 5 years   |                          |                                |          |
| High pressure hose cleaning for remaining sediment – typically every 5 years   |                          |                                |          |
| Disposal of polluted water, oils, sediments and trash  |                          |                                |          |
| Repair – as needed   |                          |                                |          |
| Trash and debris removal – as needed   |                          |                                |          |
| Other (Specify)  |                          |                                |          |

Additional Comments – Actions to be Taken:

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N64W23760 Main Street  
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Email: [info@villagesussex.org](mailto:info@villagesussex.org)  
Website: [www.villagesussex.org](http://www.villagesussex.org)

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## MEMORANDUM

To: Public Works Committee  
From: Judith A. Neu, Village Engineer  
Date: November 30, 2022  
Re: **Engineering Monthly Report – December 2022**

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### CTH VV and Plainview Water Main:

- All work on this project is complete.

### Miscellaneous:

- The final pass for leaf collection began on November 30th.
- Badgerland/LRS will begin distributing new garbage and recycling carts on December 2<sup>nd</sup>.
- Water Modelling work is moving forward, we should have results by the end of the year.
- The roof projects at the Treatment Plant and at Well 5 are done.
- The Wisconsin Department of Safety and Professional Services conducted a safety audit of the Public Works and Parks facilities on November 14, 2022. The safety auditors said that our safety program is top tier.

### Developments:

- Vista Run: The top lift of asphalt has been installed in Phase 1 and the binder course of asphalt has been installed in Phase 2.
- Redford Hills: The binder course of asphalt has been installed. The weather changed quickly and the developer was not able to install the sidewalk this year. That work will take place in Spring.
- Highlands Court (Brown Farm): Grading is nearing completion, and restoration of some areas is done. Utility work is complete. The path from Business Drive to Redford Hills is done. The developer will pave the road in Spring.
- Silver Spring Water Main Extension, High School to Miller Way: We are waiting another round off plan revisions. Lisbon has scheduled this for 2023 construction.

### 2023 Road Program:

- The Mapleway Path repairs will be done by Village staff next year. Paving of the Yard Waste Site driveway will be bid as an additive alternate. Completion of the Vista Run path will also be part of this project. We've reviewed the updated set of plans for the project which are in good shape. We anticipate that the project specifications will be submitted in early December. We are on pace to be ready to bid in January.

### Melinda Weaver Sport Courts Project:

- The plans for the project are done and the specifications are nearly done. We will be bidding the tennis, pickleball and basketball court project in January.