

**VILLAGE OF SUSSEX
SUSSEX, WISCONSIN**

**Minutes of the Village Board Meeting of
February 14, 2023**

1. Roll Call

President LeDonne called the meeting to order at 6:00pm.

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

Members excused: None

Also present: Administrator Jeremy Smith, Assistant Administrator Kelsey McElroy-Anderson, Attorney John Macy, Clerk-Treasurer Jennifer Moore, and members of the public.

2. Pledge of Allegiance

President LeDonne led the pledge of Allegiance.

3. Meeting Minutes

Motion by Adkins, seconded by Wells to approve the January 24, 2023 Village Board meeting minutes as presented. Motion carried 7-0

4. Communications and Public Hearings

A. Village President Report

The Village President listed several upcoming meetings and events in the Village of Sussex including:

2/15 – Pauline Haass Library Board meeting 6:30

2/21 – Spring Primary 7:00am – 8:00pm

Public Safety & Welfare Committee Meeting 6:00

Plan Commission Meeting 6:30

Park and Recreation Board Meeting 6:30

B. Public Hearing on ORDINANCE NO. 887

Mr. Smith presented the proposed Ordinance change, which would repeal and recreate Subsections 18.10065(B) “Fee Amounts” and 18.10065(D) “Refund of Impact Fees” with respect to amending the Library Impact Fee. Motion by LeDonne, seconded by Zoellick to close the public hearing. Motion carried 7-0

5. Committee Reports

A. Finance and Personnel Committee

- 1.** Motion by Jarvis, seconded by Adkins to approve the January Check Register and P-card Statement in the amount of \$1,375,400.98. Motion carried 7-0

- 2.** Motion by Jarvis, seconded by Riedel to approve the Close-out Ace Hardware purchases in the amount of \$3,435.50.
(President LeDonne abstained) Motion carried 6-0

- 3.** Motion by Jarvis, seconded by Wells to approve the temporary Class “B” retail license for the sale of fermented malt beverages for the Humane Animal Welfare Society Romp ‘n Rally event at Village Park on May 6, 2023, Agent: Jessica Pinkos. Motion carried 7-0

- 4.** Motion by Jarvis, seconded by Wells to approve the temporary Class “B” retail licenses for the sale of fermented malt beverages for the Hamilton Jr. Chargers Baseball, Inc. 21st Annual Junior Chargers Summer Classic Baseball Tournament at Sussex Village Park and Armory Park on June 23, 2023, Agent: Jamie McMillan. Motion carried 7-0

- 5.** Motion by Jarvis, seconded by Adkins to approve Resolution No. 23-5, 2023 Designation of Public Depositories and Approving Other Financial Institutions for Investment. Motion carried 7-0

- 6.** Motion by Jarvis, seconded by Wells to approve Resolution 23-6 Authorizing the Redemption of Certain of the General Obligation Community Development Bonds, Series 2013, Dated September 17, 2013. Motion carried 7-0

- 7.** Motion by Jarvis, seconded by Uecker to approve Initial Resolution 23-7 Authorizing \$2,945,000 General Obligation Bonds for Street Improvement Projects. Motion carried 7-0

- 8.** Motion by Jarvis, seconded by Adkinsto approve Initial Resolution 23-8 Providing for the Sale of Not to Exceed \$2,945,000 General Obligation Street Improvement Bonds, Series 2023A. Motion carried 7-0

- 9.** Motion by Jarvis, seconded by Zoellick to approve Ordinance 887 to Repeal and Recreate Subsections 18.10065(B) “Fee Amounts”, and 18.10065(D) “Refund of Impact Fees” of Chapter 18, the Land Division and Development Ordinance with respect to amending the Library Impact Fee. Motion carried 7-0

10. Motion by Jarvis, seconded by Wells to accept the 2022 4th Quarter Investment Report. Motion carried 7-0

11. Motion by Jarvis, seconded by Adkins to approve the Red Flag Rules 2022 Annual Report of the Village of Sussex Identity Theft Prevention Program.

Motion carried 7-0

B. Public Works Committee

1. Motion by Adkins, seconded by Uecker to approve the January invoices in the amount of \$17,590.94. Motion carried 7-0

2. Motion by Adkins, seconded by Jarvis to approve the 2023 Road Program Construction contract to Wolf Paving Co., Inc. per their bid including Alternate #1 for a total of \$5,722,712.70 and the contract for Inspection and Survey/Construction Staking Consulting to raSmith per their proposal for a total of \$129,690.00 including the standard 10% contingency for both contracts for a total project allocation of \$6,437,642.97. Motion carried 7-0

3. Motion by Adkins, seconded by Wells to approve the HVAC equipment three-year contract for the Village of Sussex public billings with Helm Mechanical per their proposal for a cost of \$17,123.00 in 2023; \$17,980.00 in 2024; and \$17,980.00 in 2025. Motion carried 7-0

4. Motion by Adkins, seconded by Riedel to approve Resolution 23-9 "Emergency Repairs Designation" for Well #4 and approval to move forward with Well #4 removal and emergency repairs as necessary for a total allocation of \$64,805.00. Motion carried 7-0

5. Motion by Adkins, seconded by Jarvis to approve Resolution 23-3 setting for the Main Street Road closure for the Lions Daze Parade on July 16, 2023 and allowing the use of Village equipment for Lions Daze Special Event in 2023.

(President LeDonne Abstained) Motion carried 6-0

6. Motion by Adkins, seconded by Zoellick to approve Resolution 23-4 closing Village streets for various Village Special Events. Motion carried 7-0

7. Trustee Lee Uecker recused himself for this item.

Motion by Adkins, seconded by Zoellick to approve reimbursement for mailbox damage per Village Policy to Trustee Uecker.

Motion carried 6-0

8. Motion by Adkins, seconded by Wells to approve the purchase of water meters and transmitters for a total cost of \$117,612.00. Motion carried 7-0

9. Motion by Adkins, seconded by Wells to approve the purchase of a new Ford F350 utility truck with a crane and plow for a not to exceed cost of \$117,675.00, the purchase of a Ford Ranger from Lynch Burlington for the amount of \$42,241.00, and that the Water Utility's 2008 Ford F350 be declared as surplus.

Motion carried 7-0

10. After amendment, a Motion by Adkins, seconded by Uecker to approve sending letters to those properties annexed into the Village in 2022 stating the if the building/home is located less than 70 feet from the right of way and a lateral exists (or the main is located outside the pavement area) the owners must connect their properties within ten years to the utility that has been determined to be reasonably available; the letter must include information on how to appeal the decision to the Public Works committee. A separate letter shall be sent to the remaining properties stating the owner could hook up if physically available, but Sussex will not require it at this time based on current policy.

Motion carried 7-0

6. Staff Reports

- A. Ms. McElroy-Anderson
Congratulations to fire department personnel for delivering a baby on valentine's day
- B. Mr. Smith
The Village is in excellent financial conditions as reported by Moody's
Mr. Smith will attend a meeting with the League of Wisconsin Municipalities next week regarding shared revenue
Judge Tim Kay will attend the next Village Board meeting with an update on Lake Country Municipal Court
- C. Mr. Macy
There is pending legislation regarding public records. Mr. Macy will keep the Board informed on further developments as they occur.
- D. Ms. Moore
Primary Election is on Tuesday

7. Comments from citizens

W240N7595 wondering what it means if you are 80' from the house. Mr. Smith will have a discussion after the meeting.

8. Old Business

None

9. New Business

Adkins – would like public works committee to discuss salt discharge from water softeners.

10. Resignations and appointments

A motion by Uecker, seconded by Zoellick to approve the appointment of additional election workers per the list provided by the Village Clerk. Motion carried 7-0

11. Adjournment

A motion by LeDonne, seconded by Adkins to Adjourn at 6:38pm. Motion carried 7-0

Respectfully submitted,
Jennifer Moore
Clerk-Treasurer