

**VILLAGE OF SUSSEX  
SUSSEX, WISCONSIN**

**Minutes of the Village Board Meeting of  
April 11, 2023**

**1. Roll Call**

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

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

Members excused: None

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

**2. Pledge of Allegiance**

President LeDonne led the pledge of Allegiance.

**3. Meeting Minutes**

Motion by Jarvis, seconded by Adkins to approve the March 14, 2023 Village Board meeting minutes as presented. Motion carried 7-0

**4. Communications and Public Hearings**

**A. Village President Report**

Trustee Adkins listed several upcoming meetings and events in the Village of Sussex including:

- 4/17 – Hydrant flushing through 4/28
- 4/18 – Plan Commission meeting  
Park & Recreation Board meeting
- 4/19 – Library Board meeting
- 4/22 – Drug Take Back Event – Sussex Metro Mart

**5. Committee Reports**

**A. Finance and Personnel Committee**

1. Motion by Jarvis, seconded by Wells to approve the March Check Register and P-card Statement in the amount of \$1,600,338.00

Motion carried 7-0

2. Motion by Jarvis, seconded by Riedel to approve the March Ace Hardware purchases in the amount of \$460.23. Motion carried 6-0

3. Motion by Jarvis, seconded by Wells to approve the amendment of the Combination Class B licensed premise area for certain specific dates and times to correspond with special events in discussion with the Plan Commission for Sussex Bowl.

Motion carried 7-0

4. Motion by Jarvis, seconded by Riedel to approve a Class B License for the sale of Fermented Malt Beverages for SBA Operations, LLC for the Village Park Concession Stand beginning May 1, 2023 and ending November 1, 2023, Agent: Samantha May.

Motion carried 7-0

5. A. Motion by Jarvis, seconded by Uecker to approve a temporary Class B License for the sale of Fermented Malt Beverages for the Sussex Lions Club for Sussex Lions Daze at Village Park beginning July 14, 2023 and ending July 16, 2023, Agent: Rick Vodicka.

Motion carried 7-0

- B. Motion by Jarvis, seconded by Adkins to approve a temporary Class B License for the sale of Fermented Malt Beverages for The Sussex Area Service Club Big Engine Show and Threshing Bee event at Village Park beginning August 25, 2023 and ending August 27, 2023, Agent: Rick Vodicka.

Motion carried 7-0

- C. Motion by Jarvis, seconded by Riedel to approve a temporary Class B License for the sale of Fermented Malt Beverages for the Sussex Area Service Club for Spooky Sussex at Village Park on October 20, 2023, Agent: Jennifer Waltz.

Motion carried 7-0

6. Motion by Jarvis, seconded by Wells to approve a one year audit contract extension with Wipfli.

Motion carried 7-0

7. Motion by Jarvis, seconded by Adkins to approve the 2023-2024 insurance renewal through the League of Wisconsin Municipalities.

Motion carried 7-0

8. Motion by Jarvis, seconded by Wells to approve the 2022 surplus be allocated to cycle gaps in the Cash Capital Fund.

Motion carried 7-0

#### **B. Public Works Committee**

1. Motion by Adkins, seconded by Zoellick to approve the February invoices in the amount of \$9,752.65

Motion carried 7-0

2. Motion by Adkins, seconded by Uecker to approve the Highlands Business Park Storm Water Maintenance Agreement Amendment.

Motion carried 7-0

3. Motion by Adkins, seconded by Zoellick to approve the License Agreement at the Executive Drive Water Tower with Verizon subject to the applicant obtaining a Conditional Use Permit for the installation of the wireless communication facilities.

Motion carried 7-0

**6. Staff Reports**

- C. Ms. McElroy-Anderson  
Splash pad shade structure concrete pour scheduled for Friday
- D. Mr. Smith  
Elected Board members will take their ceremonial oaths at the April 25 Village Board meeting
- E. Mr. Macy  
Board of Review cases must follow procedures exactly. The court has said you can't appeal unless everything is perfect
- F. Ms. Moore  
53% turnout at spring election

**7. Comments from citizens**

None

**8. Old Business**

None

**9. New Business**

None

**10. Resignations and appointments**

Motion by Jarvis seconded by Uecker to approve the 2023 trustee appointments correcting the chair of the Public Safety Committee to Stacy Riedel as recommended by President LeDonne.

Motion carried 6-0

**11. Adjournment**

A motion by Jarvis, seconded by Adkins to Adjourn at 6:22pm.

Motion carried 7-0

Respectfully submitted,  
Jennifer Moore  
Clerk-Treasurer