



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

**PUBLIC WORKS COMMITTEE
VILLAGE OF SUSSEX
6:00 P.M. TUESDAY, FEBRUARY 6, 2024
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 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. Notice of Village Board Quorum if such exists: (Chairperson to state: Please let the minutes reflect that a quorum of the Village Board is present and they may make comments if the rules are suspended to allow for the same.)

1. Roll call.
2. Consideration and possible action on minutes of the December 5, 2023, 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. Well Siting Design RFP-Joint Lannon Project
6. Consideration and possible action on Sidewalk and Street Items:
 - A. 2025 Road Program Design RFP and Videotaping award
 - B. Resolution 24-01 Authorizing Various Road Closings for Parades and Special Events
7. Consideration and possible action on Other Public Works Items
 - A. Emergency Generator Design RFP award
 - B. Public Safety Building Roof Replacement Bid Award
 - C. Purchase of Chipper
 - D. Brush Collection Policy-Winter storm damage update
8. Staff report, updates, and possible action regarding subdivision, developments, and projects:
 - A. Engineer's Report
 - B. Vista Run Trail Easement
9. Other discussions for future agenda topics
10. Adjournment.

Scott Adkins
Chairperson

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.

**VILLAGE OF SUSSEX
SUSSEX, WISCONSIN**

**Minutes of the Public Works Committee of
December 5, 2023**

1. Roll Call:

The meeting was called to order by Trustee Adkins at 6:00pm.

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

Members absent: None

Also present: 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 Markano to approve the November 7, 2023 meeting minutes as presented.
Motion carried 4-0

3. Comments from Citizens:

4. Consideration and possible action on bills for payment:

A motion by Uecker, seconded by Markano to recommend to the Village Board approval of bills for payment in the amount of \$300,270.41.
Motion carried 4-0

5. Consideration and possible action on Utility Items:

Village Engineer and Public Works Director Neu updated the Committee on the Water Tower Projects

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

A. 2023 Road Program

Village Engineer and Public Works Director Neu presented a recap of the 2023 Road Program and Road Construction Report.

B. Associated Bank Path Easement

Motion by Jarvis, seconded by Markano to recommend to the Village Board approval of the Easement for the Associated Bank path.
Motion Carried 4-0

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

Public Works Foreman Ascher presented an update on the 2023 leaf pick-up within the village.

8. Staff Reports, update and issues, and possible action regarding subdivision, developments, and projects:

A. Engineer's Report

Ms. Neu summarized the Engineer's Report included in the meeting packet.

B. Resolution 23-35 Highlands B improvements

A motion by Adkins, Seconded by Markano to recommend to the Village Board approval of Resolution 23-35 accepting improvements at Highlands B (Highlands Court).
Motion Carried 4-0

C. Resolution 23-36 Woodland Trails and Woodland Preserve improvements

A motion by Adkins, seconded by Markano to recommend to the Village Board approval of Resolution 23-36 accepting improvements at Woodland Trails (Plainview Rd.) and Woodland Preserve (Woodland Creek Drive).
Motion Carried 4-0

9. Other discussion for future agenda topics

Trustee Adkins would like a cost analysis for 2022 and 2023 leaf collecting and an approximate cost for a hydraulic vacuum system.

10. Adjournment

A motion by Adkins, seconded by Markano to adjourn the meeting at 6:55p.m.

Motion carried 4-0

Respectfully submitted,
Jennifer Moore
Clerk-Treasurer

VILLAGE OF SUSSEX

PUBLIC WORKS COMMITTEE

BILLS FOR PAYMENT

PW BILLS DATE: 2/6/2024

VENDOR	AMOUNT		%COMPLETED	NOTES
R. A. SMITH	\$ 708.82	VISTA RUN PHASE 2 - PROF. SERV. DECEMBER 2023	ON-GOING	BILL TO DEVELOPER: NEUMANN
RUEKERT & MIELKE INC	\$ 309.40	HIGHLANDS PHASE 2B - PROF. SERV. 11/20-12/29/2023	ON-GOING	BILL TO DEVELOPER: WANGARD PARTNERS INC.
RUEKERT & MIELKE INC	\$ 272.00	HIGHLANDS PHASE 2B & WOODLAND TRAILS - PROF. SERV. 12/02-12/29/2023	ON-GOING	BILL TO DEVELOPERS: NEUMANN & WANGARD PARTNERS INC (50/50)
TOTAL	\$ 1,290.22			



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Date: February 1, 2024
To: Public Works Committee
From: Judith A. Neu, Village Engineer
Subject: Well Siting and Test Well Proposals

The Village of Lannon approached Sussex staff about the possibility of a water interconnection between our communities that would assist Lannon with their redundancy needs. Lannon has sufficient water to serve their customers as long as their largest well remains in service. They have also been exploring the option of constructing an additional well in the deep sandstone aquifer to provide their redundancy needs, but that would likely provide more water than they need.

Sussex staff have been monitoring our water use and have determined that we will likely need additional water to serve our customers in the next few years. Our current deficit is mostly in the north half of the Village. When Lannon approached us, staff felt it was a win-win situation. We could get additional water in the north half of the Village, and Lannon would not need to build an entire well when they only need about ½ a well.

Therefore, Lannon is investigating a potential well site at the intersection of Good Hope Road and Townline Road, and Sussex put out a Request for Proposals to investigate a potential well site in the farm field at the Yard Waste Site. Proposals were received on Friday, January 26, 2024. A committee of Village Staff reviewed and ranked the proposals.

Consultant	City and State	Final Ranking	Proposal Cost
Ruekert Mielke, Inc.	Waukesha, WI	1	\$37,850.00
Strand Associates	Milwaukee, WI	2	\$40,800.00
S.E.H.	Delafield, WI	3	\$42,900.00
Baxter & Woodman	Milwaukee, WI	4	\$63,960.00
Trotter & Associates	Lake Geneva, WI	5	\$51,000.00

The costs listed are “Not to Exceed” costs, so the consultant will be paid for time and materials used in the design process up to the amount listed if the project scope does not change. However, if there is a justifiable change in scope, additional charges could be approved. Water Utility funds will be used to cover the cost.

The Consultant will have the well siting report completed by March 15, 2024, after which we will have further discussions with Lannon regarding the best location for a shared well. The Consultant’s next step would be to prepare the contract documents and get approval from DNR for the drilling of a test well that will give us information on water quality as well as the quantity of water that we can expect the new well to produce.

Staff recommends that we contract with Ruekert Mielke, Inc. to complete the well siting report and test well contract, including a 10% contingency for a total allocation of \$41,635.00.



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TO: Public Works Committee
FROM: Judith A. Neu, Village Engineer/Public Works Director
RE: 2025 Road Program & Parking Lots – Design & Video Inspection Services Award
DATE: January 31, 2024

Design Service Proposals for the 2025 Road Program project and the Parking Lots Rehabilitation project were received and opened on January 17, 2024. Eight (8) proposals were received and are summarized below. A committee of the Village Staff reviewed and ranked the proposals. Cost proposals were then opened, and final points tallied.

Consultant	City and State	Final Ranking (1-8)	Proposal Cost
The Sigma Group, Inc.	Milwaukee, WI	1	\$56,820.00
Trotter, Inc.	Lake Geneva, WI	2	\$44,460.00
Baxter & Woodman, Inc.	Burlington, WI	3	\$114,580.00
Lynch & Associates, LLC	Burlington, WI	4	\$79,891.40
Kapur & Associates, Inc.	Milwaukee, WI	5	\$116,010.00
Graef-USA	Milwaukee, WI	6	\$144,584.00
Vierbicher	Madison, WI	7	\$130,000.00
Ayres Associates	Waukesha, WI	8	\$141,881.04

The costs listed are “Not to Exceed” costs, so the consultant will be paid for time and materials used in the design process up to the amount listed if the project scope does not change. However, if there is a justifiable change in scope, additional charges could be approved. Staff recommends that the Village enter into contract with **The Sigma Group, Inc.** to complete the design services for the project in the amount of **\$56,820.00**.

For this project, we are not recommending award to the lowest bidder, Trotter, Inc. Staff rated each proposal without knowing the cost and Trotter received the lowest average score because the staff that they proposed had limited related project experience and despite meeting with them prior to submittal, their proposal did not reflect a full understanding of the project. As a result, we believe they severely underestimated the effort needed to complete the work.

The 2025 Road Program project will take place within and around the Pine Ridge, Woodside Ridge, Hidden Hills, Majestic Heights, Coldwater Creek, Ridgeview, and Braddock Place Subdivisions, including Water Tower Court, Woodside Road, Richmond Road, along a section of Waukesha Avenue, and at the Hamilton School District. Work includes repair and/or replacement of portions of the sanitary, storm and water systems; stormwater ponds rehabilitation and grading for ditches and swales; spot repair and/or replacement of curb and gutter; replacement of concrete pavement; repair and/or replacement of sidewalks, detectable warning fields, and driveways (only as necessary); new curb and gutter; new sidewalks; base patching; the resurfacing and/or replacement of roadway pavements; grading to reestablish gravel shoulders and ditches; repair of gravel shoulders; regrading along ditches and overflow swales, including at culverts and flumes; and some storm sewer outfalls/stormwater pond repairs.

The Parking Lots Rehabilitation project will include repair/resurfacing work at the Public Safety Building, the Public Works Garage, the Water Pollution Control Facility, and the Armory Park. The types of work will be very similar to the work planned for the road program as described above.

The design consultant will use the research completed by Village Staff on storm, sanitary, and water structures, pavement and curb & gutter, as the basis for the construction plan preparation. Having Staff do the research and recommendations will save taxpayers an estimated \$80,000 to \$100,000 vs. having a consultant do this work.

The consultant will complete the surveying and design, drafting, prepare the plans, specifications, and contract documents for the projects; prepare cost estimates; obtain all necessary permits; ensure compliance with LRIP requirements; coordinate with utilities; prepare and distribute bid documents and advertisements; and attend the preconstruction conferences. The project will be ready to bid by December 11, 2024.

Video Inspection Services Proposals for the 2025 Road Program and the Parking Lots Rehabilitation projects were received and opened on January 17, 2024. Five (5) proposals were received and are listed below. The project costs are based on prices per lineal foot for nearly 16 miles of sanitary and storm sewer pipe video inspections along with pipe cleaning and inspection documentation. Staff has reviewed the references and the examples of deliverables for Green Bay Pipe & TV, LLC and find them to be of good quality. As a result, Staff recommends that the Village enter into contract with **Green Bay Pipe & TV, LLC** to complete the cleaning and televising services for these projects based on unit prices for an estimated total cost of **\$103,023.40**.

Televising Contractor	City, State	Total Cost
Green Bay Pipe & TV, LLC	Green Bay, WI	\$103,023.40
Aqualis (Formerly Northern Pipe, Inc.)	Green Bay, WI	\$141, 948.00

Great Lakes TV Seal Inc.	Green Bay, WI	\$149,072.50
The Expeditors, Inc.	Dousman, WI	\$172,718.00
Visu-Sewer, Inc.	Pewaukee, WI	\$211,310.00

The combined contract amounts for these two proposals is **\$159,843.40**. Staff recommends that a 10% contingency (**\$15,984.34**) be included for a total allocation of **\$175,827.74** for the design and video inspection services for the 2025 Road Program project and for the Parking Lots Rehabilitation project. The Village Board authorized \$255,000.00 in the 2024 budget for the design services for these projects.

RESOLUTION No. 24-01

- WHEREAS: The Village of Sussex sponsors the annual Classic Car Cruise Night, 4th of July Kiddie Parade, National Night Out, Main Street Block Party and Touch-A-Truck events; and
- WHEREAS: Classic Car Cruise Night will require the closure of Main Street from Elmwood Avenue, east to the Sussex Civic Center entrance driveway between the hours of 6 p.m. and 8:30 p.m. on Thursday, June 13, 2024; and
- WHEREAS: 4th of July Kiddie Parade will require the closure of Main Street from the Sussex Civic Center entrance driveway, west to Village Park between the hours of 9:00 a.m. and 11:30 a.m. on Thursday, July 4, 2024; and
- WHEREAS: National Night Out will require the closure of Main Street from Elmwood Avenue, east to the Sussex Civic Center entrance driveway between the hours of 5:00 p.m. and 8:30 p.m. on Thursday, August 1, 2024; and
- WHEREAS: Main Street Block Party will require the closure of Main Street from Elmwood Avenue, east to the Civic Center entrance driveway between the hours of 9:00 a.m. to 4:00 p.m. on Sunday, August 11, 2024; and
- WHEREAS: Touch-A-Truck will require the closure of Maple Avenue, between Maple Grove Lane and Sussex Preserve Boulevard between the hours of 7:00 a.m. to 3:00 p.m. on Saturday, September 14, 2024; and
- WHEREAS: The Sussex Lions Club sponsors their annual Lions Daze Event in Village Park July 12-14; and
- WHEREAS: Lions Daze will require the closure of Kneiske Drive north to Ivy Avenue, Main Street from Waukesha Avenue, west to Weaver Drive at the entrance to Village Park, between the hours of 10:00 a.m. and 12:00 p.m. on Sunday, July 14, 2024; and
- WHEREAS: Horne-Mudlitz VFW Post 6377 sponsors the annual Memorial Day Parade on Monday, May 27, 2024 at 10:30a.m. in the Village of Sussex; and
- WHEREAS: The Memorial Day Parade will require the closure of Main Street from the Sussex Civic Center east past Waukesha Avenue and turning south into the parking lot behind Rumors between the hours of 10:00am and 11:15am.

NOW, THEREFORE, BE IT RESOLVED the Sussex Village Board approves the Main Street road closures for the following events;

1. Memorial Day Parade on May 27, 2024,
2. Classic Car Cruise Night on June 13, 2024,
3. 4th of July Kiddie Parade on July 4, 2024,
4. Lions Daze Parade on July 14, 2024
5. National Night Out on August 1, 2024,
6. Main Street Block Party on August 11, 2024
7. Touch-A-Truck event on September 14, 2024

IT IS FURTHER RESOLVED that the Village Engineer/Public Works Director and Director of Police Services are hereby directed to take the necessary administrative actions to close the road and enforce the same for the times approximately as detailed above and on the dates as mentioned herein to support the Village of Sussex special events.

Adopted this ____ day of _____, 2024.

Anthony J. LeDonne
President, Village of Sussex

ATTEST: _____
Jennifer Moore, Sussex Village Clerk



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 Sussex, Wisconsin 53089
 (262) 246-5200
 info@sussexwi.gov
 villagesussex.org

TO: Public Works Committee
FROM: Judith A. Neu, Village Engineer/Public Works Director
RE: Emergency Generators – Design & Bid Services Award
DATE: January 31, 2024

Design and Bid Services Proposals for the Emergency Generators project were received and opened on January 18, 2024. Four (4) proposals were received and are summarized below. A committee of the Village Staff reviewed and ranked the proposals. Cost proposals were then opened, and final points tallied.

Consultant	City and State	Final Ranking (1-4)	Proposal Cost, Including Alternates
Powrtek Engineering, Inc.	Burlington, WI	1	\$36,250.00
Short Elliot Hendrickson (S.E.H)	Milwaukee, WI	2	\$54,230.00
TLC Engineering Solutions	Milwaukee, WI	3	\$55,350.00
MSA-Muermann	Kiel, WI	4	\$87,500.00

The costs listed are “Not to Exceed” costs, so the consultant will be paid for time and materials used in the design process up to the amount listed if the project scope does not change. However, if there is a justifiable change in scope, additional charges could be approved. Staff recommends that the Village enter into contract with **Powrtek Engineering, Inc.** to complete the design and bid services for this project, including the Alternates, in the amount of **\$36,250.00**. The Alternates include the consultant to design for the contractor to provide temporary emergency generators to support loads during construction at the Civic Center and Public Safety Building.

The consultant will design for three new emergency generators in the Village. The work includes: the removal of one existing generator and installation of one new upgraded emergency generator at the Civic Center; the removal of one existing generator and installation of one new upgraded emergency generator at the Public Safety Building with a generator that serves the entire building; and for installation of one new emergency generator at the Public Works Garage.

The Village has applied for a Building Resilient Infrastructure and Communities (BRIC) grant through the Division of Emergency Management for the project.

The consultant will complete the design and calculations; drafting; prepare the plans, specifications, and contract documents; prepare cost estimate; obtain all necessary permits; coordinate with utilities; prepare and distribute bid documents and advertisements; attend a pre-bid meeting; and attend the preconstruction conferences. The project will be ready to bid by April 2024.

The contract amount for this proposal is **\$36,250.00**. Staff recommends that a 10% contingency (**\$3,625.00**) be included for a total allocation of **\$39,875.00** for the design and bid services for the Emergency Generators project. As part of the 2024 budget, the Village Board authorized \$874,000.00 in the Capital Improvement Plan for the construction of these generators. The emergency generator design and bid services are part of the overall project.



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 Sussex, Wisconsin 53089
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 info@sussexwi.gov
 villagesussex.org

TO: Public Works Committee
 FROM: Judith A. Neu, Village Engineer/Public Works Director
 RE: 2024 Public Safety Building Roof Project – Construction Bids Services
 Recommendations
 DATE: January 31, 2024

Before the Committee tonight is a summary of the bids received for the replacement of the two upper roof sections over the tall bays in the Fire Department side of the Public Safety Building (See attached map). The contractor will have until October 11, 2024, to achieve Substantial Completion and until November 8, 2024, to achieve Final Completion.

Construction bids for the 2024 Public Safety Building Roof Project were received and opened on January 23, 2024. Four (4) bids were received and are summarized below:

Contractor	City and State	Base Bids for 30 Year Roof Replacement for Sections 1 & 2 - Fire Department	Alternate Bids for 40 Year Roof Replacement for Sections 1 & 2 – Fire Department
Carlson Racine Roofing & Sheet Metal, Inc.	Racine, WI	\$182,419.00	\$263,788.00
F.J.A. Christiansen Roofing Co., Inc.	Milwaukee, WI	\$209,605.00	\$272,930.00
Pioneer Roofing, a Tecta America Company, LLC*	Johnson Creek, WI	\$216,738.00	\$469,358.00 (\$256,670.00 Corrected)
Langer Roofing & Sheet Metal Inc.	Milwaukee, WI	\$232,700.00	\$300,000.00

*Note: Pioneer Roofing appeared to have an error in the bid prices shown for the Alternate Bid Items. Correction of the error would not have changed the bid results for the recommended 30 Year roof system. The results shown include the corrected bid.

The project consists of replacing the roof over part of the Fire Department side of the Public Safety Building. The work includes removal of existing roof membrane and insulation, and installation of the new Modified Bitumen Asphaltic roof systems for the upper roof sections 1 & 2 as shown on the attached map.

Staff evaluated the requested alternate bid items to compare costs for installing a 30 Year roof system vs. a 40 Year roof system. It is staff’s opinion that the 30 Year roof system is the most cost-effective option.

Staff has reviewed the bids and the qualifications of Carlson Racine Roofing & Sheet Metal, Inc., the low bidder for the 2024 Public Safety Building Roof Project. Based on previous work done for the Garland Co., other municipalities, and a review of their Prequalification Statement and Bidders Proof of Responsibility, we find that they are capable of performing the work described in the Contract Documents.

As part of the 2024 budget, the Village Board authorized \$618,320.00 in the Capital Improvement Plan for the Public Safety Building Repairs 2024. This roof replacement project is part of that overall project. Capital Depreciation funds will be used to cover the cost.

Recommendations:

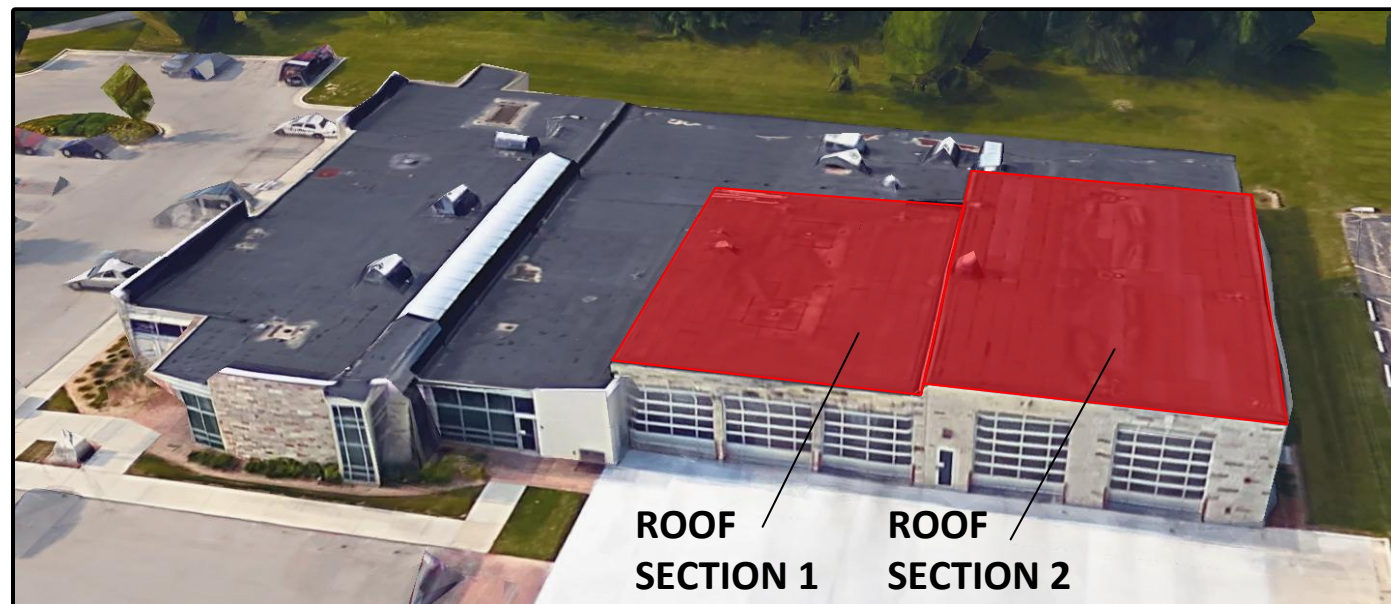
Staff recommends that the base bids for the 30 Year roof replacement systems on Sections 1 & 2 be awarded to Carlson Racine Roofing & Sheet Metal at the unit prices specified in their bid for work actually performed. Staff recommends that a 10% contingency (**\$18,242.00**) be included for a total allocation of **\$200,661.00** for the for the 2024 Public Safety Building Roof Project.

VILLAGE
OF

Sussex



2024 PUBLIC SAFETY BUILDING ROOF PROJECT



The Garland Company
3800 E. 91st Street
Cleveland, OH 44105

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**NOT APPROVED
FOR
BIDDING**

Village of Sussex
SAFETY BUILDING
N63W24335 Main St, Sussex, WI 53089

SHEET TITLE:

COVER PAGE

SHEET NO.

A-1





N64W23760 Main Street
Sussex, Wisconsin 53089
(262) 246-5200
info@sussexwi.gov
villagesussex.org

TO: Public Works Committee
FROM: Scott Ascher, Public Works Foreman
RE: Wood/Brush Chipper
DATE: January 30, 2024

The time has come to replace our 1991 brush chipper. Although we don't use the chipper for our fall brush collection anymore, we still have a big demand for a chipper. The brush chipper is used for the chipping of brush from trees that both Public Works and Parks departments cut down. The Parks has 70 trees scheduled just this year alone to cut down and Public Works uses it for yearly right of way trimming, trimming in and around storm ponds, and emergency situations such as storm clean up.

3 quotes were gathered from 3 different manufactures for a brush chipper.

Vermeer 2023 BC1000XL Gas Brush Chipper:	\$43,621.00
Vermeer Wisconsin, Butler	
Bandit 2023 12XPC Gas Brush Chipper:	\$42,825.20
Brooks Tractor, Milwaukee	
Morbark 2022 (Demo) 1215 Gas Brush Chipper:	\$ 42,718.00
LF George, Waukesha	

The Vermeer and Bandit chippers are new 2023 chippers with minimal hours on them. The Morbark chipper is a late 2022 chipper with 144 hours on it. The Morbark chipper will come with a new factory warranty, a new set of cutting knives along with a second set, and the machine will be in like new condition. Public Works and Parks staff demoed all 3 models with the Morbark 1215 chipper being the chosen chipper by ALL staff. The ease of use, options it has the others don't, and the ease of accessibility for maintenance were the selling factor for staff. A few other standard and optional equipment the Morbark has over the others is the ease and accessibility of turning the discharge chute, the ease and accessibility of cleaning out the chipper cutting drum area, and most importantly a material crush option that helps the operator apply down pressure to stubborn material to safely feed into the chipper.

Recommendation:

The replacement of the chipper has been approved in the 2024 budget at \$53,000.00. Staff recommends purchasing the Morbark chipper from LF George for \$42, 718.00 which is low bid, and \$10,282.00 under budget. The old chipper will be put up for auction and sold to the highest bidder.





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Date: January 26, 2024
To: Public Works Committee
From: Judith A. Neu, Village Engineer / Public Works Director
Subject: Brush Collection Discussion

At their meeting on January 23, 2024, the Board requested that the Committee discuss whether there was a need for a special brush collection due to the large snow storms that occurred during the week of January 9th.

Public Works has a storm brush collection policy that was approved by the Village Board on September 14, 2021. That policy states that if 5-20% of the Village has trees down or severely damaged, then the Village will organize additional drop off days at the Yard Waste Site and allow residents to drop off storm debris without a Yard Waste Pass. It further states that if 20% or more of the Village has trees down or severely damaged, that the Village would organize a special brush collection in the days following the storm and additional drop off days at the Yard Waste Site without a Pass.

5% of the Village is about 200 homes. It is the staff's opinion that we have fortunately not reached that threshold. While there are a number of trees down along the Bugline Trail and certainly some trees and branches down or damaged throughout the Village, as of the date of this writing, staff has received only a couple of calls requesting assistance with debris removal.

At this time, staff does not recommend that we not open the Yard Waste Site for debris disposal and that we not organize a special brush collection.

Date: February 2, 2024
To: Public Works Committee
From: Judith A. Neu, Village Engineer
Subject: Engineering Monthly Report – February 2024

Miscellaneous:

- Public Works Streets staff will be trimming right of way trees throughout the Village this winter. Impacted residents have been notified.
- Public Works Water staff has replaced 93 of the planned 100 residential meters. All of the remaining have been sent 5 letters since October, the two latest letters stating that their water may be shut off if they do not allow us entry to replace the meter. PW staff have also placed door/mailbox hangers, knocked on the doors multiple times and flagged & spray painted the curb stop in our efforts to motivate the homeowners to call to schedule replacement.
- We have used 698 tons of salt so far this snow season.
- Wastewater Treatment Facility Upgrades – The Technical Advisory Committee (TAC) met on January 31, 2024, to discuss the proposed upgrades and cost sharing. The RFP for design services has been issued with a recommendation to be brought forward to the committee in March.
- Verizon's project to install cellular antennas and construct an equipment building at the Executive Drive water tower is moving forward. This project will bring additional annual revenue to the Water Utility.

Developments:

- Vista Run Phase 2: The remaining work in phase 2A is patch construction and punch list, as well as completion of the as-built drawings. The second access to Vista Run is also part of Phase 2 and will be constructed this Spring.
- Vista Run Phase 3: Grading has begun. Construction plans have been reviewed. Developer plans to have the project completed this fall.
- Redford Hills: Top lift of asphalt and remaining punch list have been postponed till Spring.
- Golden Fields: Binder Course of asphalt and sidewalks are complete. Surface course of asphalt will be installed in 2024.
- Wildflower: The preliminary plat has been reviewed and comments returned to the Developer.



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Date: January 26, 2024
To: Public Works Committee
From: Judith A. Neu, Village Engineer / Public Works Director
Subject: Path Easements – Prospect Circle to Vista Run Subdivision

As part of the 2023 Road Program, an asphalt path was constructed from Prospect Circle to the Vista Run Subdivision. The path is located on the southern pond berm on the south side of the Kohl's/Shopko development. The owners of the two adjacent parcels (Kohl's Value Services Inc., Midwest Expansion Sussex LLC, and Sussex Investments LLC; and Froedtert Health, Inc.) generously agreed to grant us easements to create this path.

Staff recommends that the Committee recommend approval of these easements to the Village Board.

PATH EASEMENT

DOCUMENT NO.:

This Easement, made between Froedtert Health, Inc. Grantor, and the Village of Sussex, a Wisconsin Municipal Corporation and its successors, and assigns, Grantee,

Witnesseth, That Grantor, in exchange for \$1.00 and other good and valuable consideration, receipt and sufficiency of which is acknowledged, grants and warrants to Grantee a permanent non-exclusive easement upon, within, and beneath a part of Grantor's land hereinafter referred to as the "easement area" in Waukesha County, State of Wisconsin:

RETURN TO Jennifer Moore Clerk/Treasurer Village of Sussex N64W23760 Main Street Sussex WI 53089
SUXV 0228999015

Said easement area is described in Exhibit A, the legal description, attached hereto and hereby incorporated by reference

The location of the easement area with respect to the Grantor's land is as shown on Exhibit B, the Construction Plans, (which is attached hereto and hereby incorporated by reference).

1. Purpose: The purpose of this Easement is to construct, maintain, repair, and replace a pedestrian path along the top of the south storm pond berm as depicted in Exhibit B. Trees, bushes, branches, and roots may be trimmed or removed so as not to interfere with Grantee's use of the easement area.
2. Access: Grantee, and its employees, agents, and independent contractors shall have the right to enter upon the easement area for the purpose of exercising its rights in the easement area and the general public shall have the right to traverse the easement area for use as a public sidewalk.
3. Buildings and other structures. Grantor agrees that no structures will be erected in the easement area, or in such close proximity to the facilities, such as to prevent Grantee from exercising its rights under this easement.
4. Elevation. Grantor agrees that the elevation of the existing ground surface within the easement area will not be altered by more than four (4) inches without the written consent of Grantee.
5. Restoration. Grantee agrees to restore or cause to have restored the Grantor's land to grade and replace sod or grass disturbed. This restoration, however, does not apply to any trees, bushes, branches, or roots which may interfere with Grantee's use of the easement area.
6. Exercise of Rights: It is agreed that the complete exercise of rights herein conveyed may be gradual and not Fully exercised until some time in the future, and that none of the rights herein granted shall be lost by non-use.
7. This Easement shall run with the land and shall be binding upon and inure to the benefit of and be enforceable by Grantor and Grantee and their respective heirs, personal representatives, successors and assigns.

Dated this 12th day of December, 2023

Froedtert Health Inc. Grantor

By: [Signature]

Title: CFO

State of Wisconsin }
 } SS
County of Waukesha }

Personally came before me this 12th day of December, 2023 the above named Scott R. Hawig, CFO of Froedtert Health Inc. to me known to be the person who executed the foregoing instrument by its authority and on its behalf and acknowledged the same.

[Signature]
Notary Public, State of Wisconsin
My Commission: expires on 8/12/27

This instrument was drafted by Sussex Public Works Director Judith Neu based upon a model from Village Attorney John Macy

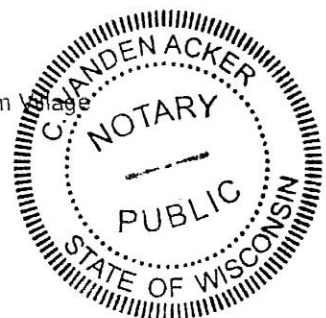


EXHIBIT A

Part of Outlot 1 of Certified Survey Map No. 10524 and Parcel 4 of Certified Survey Map No. 8705 being a part of the Southeast 1/4 of the Southeast 1/4 of Section 21, T.8N., R.19E., Village of Sussex, Waukesha County, Wisconsin bounded and described as follows:

Commencing at the Northwest corner of Outlot 1 of Certified Survey Map No. 10524; thence South 00°10'25" West along the East line of said Outlot 1 a distance of 590.50 feet to the point of beginning of the centerline description; thence South 35°56'25" East, 24.00 feet; thence South 51°06'17" East, 60.00 feet; thence South 60°45'16" East, 10.00 feet; thence South 75°31'47" East, 12.00 feet; thence South 86°53'18" East, 80.00 feet; thence South 77°24'25" East, 18.00 feet; thence South 67°22'42" East, 33.00 feet; thence South 71°54'17" East, 10.00 feet; thence North 89°41'21" East, 16.00 feet; thence North 83°24'48" East, 13.00 feet; thence South 75°53'21" East, 7.00 feet; thence South 56°40'53" East, 7.00 feet; thence South 42°05'17" East, 6.00 feet; thence South 30°29'40" East, 13.00 feet; thence South 42°33'13" East, 10.00 feet; thence South 55°55'16" East, 120.00 feet; thence South 53°46'01" East, 95.00 feet; thence South 63°27'14" East, 20.00 feet; thence South 74°46'32" East, 20.00 feet; thence South 83°23'24" East, 60.00 feet; thence North 88°18'57" East, 18.00 feet; thence North 77°34'21" East, 18.00 feet; thence North 69°47'09" East, 33.00 feet; thence North 77°31'30" East, 66.00 feet; thence North 80°54'03" East, 67.00 feet; thence North 82°23'22" East, 66.00 feet; thence North 83°53'16" East, 40.00 feet; thence North 80°35'27" East, 50.56 feet to the end of the centerline.

LINE TABLE		
SEGMENT	LENGTH	DIRECTION
L1	24.00'	S35°56'25"E
L2	60.00'	S51°06'17"E
L3	10.00'	S60°45'16"E
L4	12.00'	S75°31'47"E
L5	80.00'	S86°53'18"E
L6	18.00'	S77°24'25"E
L7	33.00'	S67°22'42"E
L8	10.00'	S71°54'17"E
L9	16.00'	N89°41'21"E
L10	13.00'	N83°24'48"E
L11	7.00'	S75°53'21"E
L12	7.00'	S56°40'53"E
L13	6.00'	S42°05'17"E
L14	13.00'	S30°29'40"E

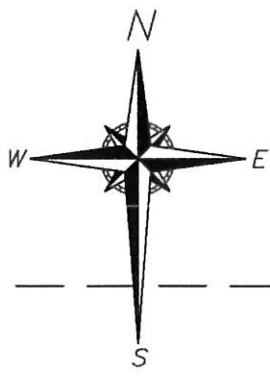
LINE TABLE		
SEGMENT	LENGTH	DIRECTION
L15	10.00'	S42°33'13"E
L16	120.00'	S55°55'16"E
L17	95.00'	S53°46'01"E
L18	20.00'	S63°27'14"E
L19	20.00'	S74°46'32"E
L20	60.00'	S83°23'24"E
L21	18.00'	N88°18'57"E
L22	18.00'	N77°34'21"E
L23	33.00'	N69°47'09"E
L24	66.00'	N77°31'30"E
L25	67.00'	N80°54'03"E
L26	66.00'	N82°23'22"E
L27	40.00'	N83°53'16"E
L28	50.56'	N80°35'27"E



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 DELAFIELD, WI 53018-9351
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EXHIBIT B

1 of 2



LOT 1
CSM #9560

MAIN ST. CTH W

OUTLOT 7

LOT 2
CSM #9560

LOT 1
CSM #7925

LOT 1
CSM #10524

VISTA
RUN

LOT 2
CSM #7925

LOT 2
CSM #10524

STH 164

OUTLOT 13

S00°10'25"W 590.50'

POB

PARCEL 1
CSM #8705

OUTLOT 1
CSM #10524

OUTLOT 14

- L1
- L2
- L3
- L4
- L5
- L6
- L7
- L8
- L9
- L10
- L11
- L12
- L13
- L14
- L15
- L16

PROSPECT CIRCLE

CENTERLINE OF
PATH EASEMENT

ASPHALT EDGE
6.8' SOUTH
OF PROP. LINE

PARCEL 4
CSM #8705

E. LINE OF SE 1/4 OF SECTION 21-8-19

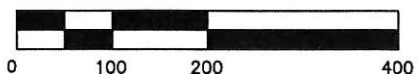
S. LINE OF SE 1/4 OF SECTION 21-8-19

SE CORNER
SE 1/4
SEC 21-8-19



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SCALE: 1" = 200'

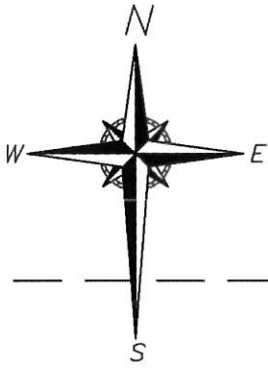


PROJECT SUSSE #175379

SHEET 1 OF 2

EXHIBIT B

2 of 2



LOT 1
CSM #9560

MAIN ST. CTH W

OUTLOT 7

LOT 2
CSM #9560

LOT 1
CSM #7925

LOT 1
CSM #10524

VISTA
RUN

LOT 2
CSM #7925

LOT 2
CSM #10524

STH 164

OUTLOT 13

S00°10'25"W 590.50'

POB

PARCEL 1
CSM #8705

OUTLOT 14

OUTLOT 1
CSM #10524

L1 L2 L3 L4 L5 L6 L7 L8 L9 L10 L11 L12 L13 L14 L15 L16

PROSPECT CIRCLE

CENTERLINE OF
PATH EASEMENT

L17 L18 L19 L20 L21 L22 L23 L24 L25 L26 L27 L28

PARCEL 4
CSM #8705

E. LINE OF SE 1/4 OF SECTION 21-8-19

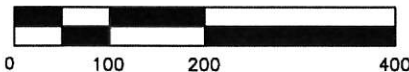
S. LINE OF SE 1/4 OF SECTION 21-8-19

SE CORNER
SE 1/4
SEC 21-8-19



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501 MAPLE AVENUE
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SCALE: 1" = 200'



PATH EASEMENT

DOCUMENT NO.:

This Easement, made between Midwest Expansion Sussex LLC, Sussex Investments LLC, and Kohl's Value Services Inc. **Grantors**, and the Village of Sussex, a Wisconsin Municipal Corporation and its successors, and assigns, **Grantee**,

Witnesseth, That Grantor, in exchange for \$1.00 and other good and valuable consideration, receipt and sufficiency of which is acknowledged, grants and warrants to Grantee a permanent non-exclusive easement upon, within, and beneath a part of Grantor's land hereinafter referred to as the "easement area" in Waukesha County, State of Wisconsin:

Said easement area is described in Exhibit A, the legal description, attached hereto and hereby incorporated by reference.

The location of the easement area with respect to the Grantor's land is as shown on Exhibit B, the Construction Plans, (which is attached hereto and hereby incorporated by reference).

1. Purpose: The purpose of this Easement is to construct, maintain, repair, and replace a pedestrian path along the top of the south storm pond berm as depicted in Exhibit B. Trees, bushes, branches, and roots may be trimmed or removed so as not to interfere with Grantee's use of the easement area.
2. Access: Grantee, and its employees, agents, and independent contractors shall have the right to enter upon the easement area for the purpose of exercising its rights in the easement area and the general public shall have the right to traverse the easement area for use as a public sidewalk.
3. Buildings and other structures. Grantor agrees that no structures will be erected in the easement area, or in such close proximity to the facilities, such as to prevent Grantee from exercising its rights under this easement.
4. Elevation. Grantor agrees that the elevation of the existing ground surface within the easement area will not be altered by more than four (4) inches without the written consent of Grantee.
5. Restoration. Grantee agrees to restore or cause to have restored the Grantor's land to grade and replace sod or grass disturbed. This restoration, however, does not apply to any trees, bushes, branches, or roots which may interfere with Grantee's use of the easement area.
6. Exercise of Rights: It is agreed that the complete exercise of rights herein conveyed may be gradual and not Fully exercised until some time in the future, and that none of the rights herein granted shall be lost by non-use.
7. This Easement shall run with the land and shall be binding upon and inure to the benefit of and be enforceable by Grantor and Grantee and their respective heirs, personal representatives, successors and assigns.

Signatures on the following page.

RETURN TO:

Dated this ____ day of _____, _____.

Midwest Expansion Sussex LLC Grantor

By: _____

Title: _____

State of Wisconsin }
 } SS
County of Waukesha }

Personally came before me this _____ day of _____, 20__ the above named _____ of _____, 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: _____

Dated this ____ day of _____, _____.

Sussex Investments LLC Grantor

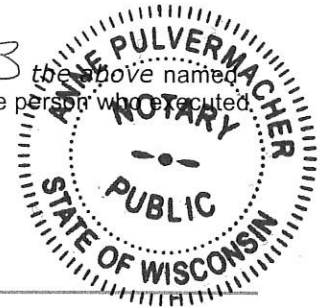
By: Matthew Menning

Title: Member

State of Wisconsin }
 } SS
County of Waukesha }

Personally came before me this 5th day of July, 2023 the above named Matthew Menning of Sussex Investments LLC to me known to be the person who executed the foregoing instrument by its authority and on its behalf and acknowledged the same.

Anne Pulvermacher
Notary Public, State of Wisconsin
My Commission: 12-27-2023



Dated this ____ day of _____, _____.

Kohl's Value Services Inc. Grantor

By: _____

Title: _____

State of Wisconsin }
 } SS
County of Waukesha }

Personally came before me this _____ day of _____, 20__ the above named _____ of _____, 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: _____

Dated this 6 day of JULY, 2023.

Midwest Expansion Sussex LLC Grantor

By: [Signature]

Title: MEMBER

State of Wisconsin }
 } SS
County of Waukesha }

Personally came before me this 6 day of JULY, 2023 the above named JEFF WILSON, MEMBER of Midwest Expansion Sussex LLC, to me known to be the person who executed the foregoing instrument by its authority and on its behalf and acknowledged the same.

[Signature]
Notary Public, State of Wisconsin
My Commission: 11-14-24



Dated this ___ day of _____, _____.

Sussex Investments LLC Grantor

By: Matthew Kelly

Title: Member

State of Wisconsin }
 } SS
County of Waukesha }

Personally came before me this 5th day of JULY, 2023 the above named Matthew Kelly, MEMBER of Sussex Investments LLC, to me known to be the person who executed the foregoing instrument by its authority and on its behalf and acknowledged the same.

[Signature]
Notary Public, State of Wisconsin
My Commission: 12-27-2023



Dated this ___ day of _____, _____.

Kohl's Value Services Inc. Grantor

By: _____

Title: _____

State of Wisconsin }
 } SS
County of Waukesha }

Personally came before me this _____ day of _____, 20 the above named _____ of _____, 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 Sussex Public Works Director Judith Neu based upon a model from Village Attorney John Macy

Dated this _____ day of _____, _____.

Midwest Expansion Sussex LLC Grantor

By: _____

Title: _____

State of Wisconsin }
 } SS
County of Waukesha }

Personally came before me this _____ day of _____, 20__ the above named _____ of _____, 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:

Dated this _____ day of _____, _____.

Sussex Investments LLC Grantor

By: _____

Title: _____

State of Wisconsin }
 } SS
County of Waukesha }

Personally came before me this _____ day of _____, 20__ the above named _____ of _____, 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:

Dated this _____ day of July, 2023.

JS

Kohl's Value Services Inc. Grantor

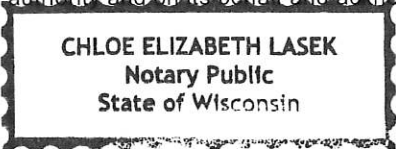
SS

By: Elizabeth McCright
Name: Elizabeth McCright
Title: Assistant Secretary

State of Wisconsin }
 } SS
County of Waukesha }

MG

Personally came before me this 20th day of July, 2023 the above named Elizabeth McCright, Assistant Secretary of Kohl's Value Services, Inc., to me known to be the person who executed the foregoing instrument by its authority and on its behalf and acknowledged the same.



Chloë Elizabeth Lasek
Notary Public, State of Wisconsin
My Commission: 3/29/2025

This instrument was drafted by Sussex Public Works Director Judith Neu based upon a model from Village Attorney John Macy

EXHIBIT A

Part of Outlot 1 of Certified Survey Map No. 10524 and Parcel 4 of Certified Survey Map No. 8705 being a part of the Southeast 1/4 of the Southeast 1/4 of Section 21, T.8N., R.19E., Village of Sussex, Waukesha County, Wisconsin bounded and described as follows:

Commencing at the Northwest corner of Outlot 1 of Certified Survey Map No. 10524; thence South 00°10'25" West along the East line of said Outlot 1 a distance of 590.50 feet to the point of beginning of the centerline description; thence South 35°56'25" East, 24.00 feet; thence South 51°06'17" East, 60.00 feet; thence South 60°45'16" East, 10.00 feet; thence South 75°31'47" East, 12.00 feet; thence South 86°53'18" East, 80.00 feet; thence South 77°24'25" East, 18.00 feet; thence South 67°22'42" East, 33.00 feet; thence South 71°54'17" East, 10.00 feet; thence North 89°41'21" East, 16.00 feet; thence North 83°24'48" East, 13.00 feet; thence South 75°53'21" East, 7.00 feet; thence South 56°40'53" East, 7.00 feet; thence South 42°05'17" East, 6.00 feet; thence South 30°29'40" East, 13.00 feet; thence South 42°33'13" East, 10.00 feet; thence South 55°55'16" East, 120.00 feet; thence South 53°46'01" East, 95.00 feet; thence South 63°27'14" East, 20.00 feet; thence South 74°46'32" East, 20.00 feet; thence South 83°23'24" East, 60.00 feet; thence North 88°18'57" East, 18.00 feet; thence North 77°34'21" East, 18.00 feet; thence North 69°47'09" East, 33.00 feet; thence North 77°31'30" East, 66.00 feet; thence North 80°54'03" East, 67.00 feet; thence North 82°23'22" East, 66.00 feet; thence North 83°53'16" East, 40.00 feet; thence North 80°35'27" East, 50.56 feet to the end of the centerline.

LINE TABLE		
SEGMENT	LENGTH	DIRECTION
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L2	60.00'	S51°06'17"E
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L4	12.00'	S75°31'47"E
L5	80.00'	S86°53'18"E
L6	18.00'	S77°24'25"E
L7	33.00'	S67°22'42"E
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L9	16.00'	N89°41'21"E
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L13	6.00'	S42°05'17"E
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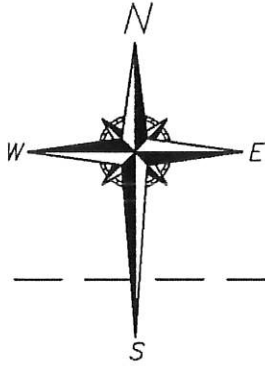
LINE TABLE		
SEGMENT	LENGTH	DIRECTION
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L19	20.00'	S74°46'32"E
L20	60.00'	S83°23'24"E
L21	18.00'	N88°18'57"E
L22	18.00'	N77°34'21"E
L23	33.00'	N69°47'09"E
L24	66.00'	N77°31'30"E
L25	67.00'	N80°54'03"E
L26	66.00'	N82°23'22"E
L27	40.00'	N83°53'16"E
L28	50.56'	N80°35'27"E



PHONE: 414.949.8962
 501 MAPLE AVENUE
 DELAFIELD, WI 53018-9351
 www.sehinc.com

EXHIBIT B

1 of 2



LOT 1
CSM #9560

MAIN ST. CTH W

OUTLOT 7

LOT 2
CSM #9560

LOT 1
CSM #7925

LOT 1
CSM #10524

VISTA
RUN

LOT 2
CSM #7925

LOT 2
CSM #10524

OUTLOT 13

S00°10'25"W 590.50'

POB

STH 164

PARCEL 1
CSM #8705

OUTLOT 14

OUTLOT 1
CSM #10524

E. LINE OF SE 1/4 OF SECTION 21-8-19

L1 L2 L3 L4 L5 L6 L7 L8 L9 L10 L11 L12 L13 L14 L15 L16

PROSPECT CIRCLE

CENTERLINE OF
PATH EASEMENT

ASPHALT EDGE
6.8' SOUTH
OF PROP. LINE

PARCEL 4
CSM #8705

SE CORNER
SE 1/4
SEC 21-8-19

S. LINE OF SE 1/4 OF SECTION 21-8-19



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SCALE: 1" = 200'

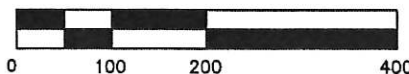
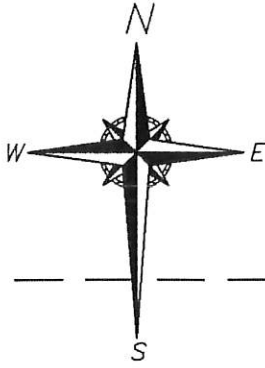


EXHIBIT B

2 of 2



LOT 1
CSM #9560

MAIN ST. CTH W

OUTLOT 7

LOT 2
CSM #9560

LOT 1
CSM #7925

LOT 1
CSM #10524

VISTA
RUN

LOT 2
CSM #7925

LOT 2
CSM #10524

OUTLOT 13

S00°10'25"W 590.50'

POB

STH 164

PARCEL 1
CSM #8705

OUTLOT 1
CSM #10524

OUTLOT 14

L1 L2 L3 L4 L5 L6 L7 L8 L9 L10 L11 L12 L13 L14 L15 L16

PROSPECT CIRCLE

CENTERLINE OF
PATH EASEMENT

PARCEL 4
CSM #8705

S. LINE OF SE 1/4 OF SECTION 21-8-19

SE CORNER
SE 1/4
SEC 21-8-19

E. LINE OF SE 1/4 OF SECTION 21-8-19



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SCALE: 1" = 200'

