

**VILLAGE OF SUSSEX
SUSSEX, WISCONSIN**

**Minutes of the Public Works Committee of
February 6, 2024**

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: Village Administrator Jeremy Smith, Village Engineer/Public Works Director Judith Neu, Public Works Foreman Jon Bauman, Public Works Foreman Scott Ascher, 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 Markano, seconded by Jarvis to approve the December 5, 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 Markano, seconded by Adkins to recommend to the Village Board approval of bills for payment in the amount of \$1,290.22.
Motion carried 4-0

5. Consideration and possible action on Utility Items:

A motion by Jarvis, seconded by Markano to recommend to the Village Board approval of a 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.
Motion carried 4-0

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

A. 2025 Road Program

A motion by Uecker, seconded by Jarvis to recommend to the Village Board approval of a contract with The Sigma Group, Inc. for design services in the amount of \$56,820.00 and approval of a contract with Green Bay Pipe & TV, LLC in the amount of \$103,023.40 for a combined contract amount of \$159,843.40 plus a 10% contingency of \$15,984.34, 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.
Motion carried 4-0

B. Resolution 24-01 – Special Event Road Closures

Motion by Jarvis, seconded by Markano to recommend to the Village Board approval Resolution 24-01, authorizing various road closings for parades and special events in the Village of Sussex.
Motion Carried 4-0

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

A. Emergency Generator Design RFP

A motion by Uecker, seconded by Adkins to recommend to the Village Board approval of a contract with Powrtek Engineering, Inc. to complete the design and bid services for the Emergency Generators project, including the alternates, in the amount of \$36,250.00 plus a 10% contingency in the amount of \$3,625.00, for a total allocation of \$39,875.00.
Motion carried 4-0

B. Public Safety Building Roof Replacement Bid

Motion by Jarvis seconded by Uecker to recommend to the Village Board approval of a contract with Carlson Racine Roofing & Sheet Metal for the 30 year roof replacement systems on Sections 1 and 2 at the unit prices specified in their bid for work actually performed plus a 10% contingency of \$18,242.00 for a total allocation of \$200,661.00.

Motion Carried 4-0

C. Chipper Purchase

A motion by Jarvis, seconded by Markano to recommend to the Village Board approval of the purchase of a Morbark chipper from LF George for \$42,718.00.

Motion carried 4-0

B. Brush Collection Policy

The Committee directed staff to look at the March calendar for the possibility of brush collection.

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. Vista Run Trail Easement

A motion by Adkins, Seconded by Markano to recommend to the Village Board approval of path easements from Prospect Circle to the Vista Run Subdivision.

Motion Carried 4-0

9. Other discussion for future agenda topics

10. Adjournment

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

Motion carried 4-0

Respectfully submitted,
Jennifer Moore
Clerk-Treasurer