

**VILLAGE OF SUSSEX
SUSSEX, WISCONSIN**

**Minutes of the Village Board Meeting of
February 11, 2020**

1. Roll Call

The meeting was called to order by President Goetz at 6:00 pm.

Members present: Greg Zoellick, Lee Uecker, Scott Adkins, Tim Dietrich, Michael Bartzan and President Greg Goetz.

Members excused: Wendy Stallings.

Also present: Administrator Jeremy Smith, Assistant Village Administrator Kelsey McElroy-Anderson, Administrative Services Director Samuel Liebert, and members of the Public.

2. Pledge of Allegiance

President Goetz led the pledge of allegiance.

3. Meeting Minutes

A motion by Adkins, seconded by Zoellick to approve the January 28, 2020 Village Board meeting minutes.

Motion carried 6-0

4. Communications and Public Hearings

A. Village President Report

President Goetz stated that the Spring Primary is February 18 and the polls are at the Civic Center. Voting takes place 7:00 am – 8:00 pm. Board of Fire Commissioners will meet on February 18 at 5:00 pm and the Public Safety & Welfare Committee meets at 6:00 pm, both meetings take place in the Committee Room on the second floor of the Civic Center. The Plan Commission meets at 6:30 pm in the Board Room on February 18. Park & Recreation Committee will meet at 7:00 pm in the Committee Room. February 19, the Pauline Haass Library Board will meet at 6:30 pm in the Quad Graphics Room at the Library. The village needs temporary summer help and encourages the public to apply. Bids for the Maple Avenue project were taken. Stark has the North Side and Super Western has the South Side of the project. This is the village's last major road project before refocusing on subdivision roads again. A new dog park is opening in Menomonee Falls in conjunction with the village each contributing 25% and the county picking up the remaining 50%. Sussex Winter Markets are on Sundays at the Civic Center 9:30 am – 1:00 pm.

B. Update on Lake Country Municipal Court

Judge Timothy Kay gave an update on the Lake Country Municipal Court and thanked the Village for being a great partner to work with.

5. Committee Reports

A. Finance and Personnel

A.1. Motion by Uecker, seconded by Bartzan to approve the Closing of the 2019 Check Register and the January Check Register and P-card Statement in the amount \$1,144,700.15. Motion carried 6-0

A.2. Motion by Uecker, seconded by Bartzan to approve an Operator License for Ken Adamec and Genevieve LaLonde subject to the standard conditions for operator license approval. Motion carried 6-0

A.3. Motion by Uecker, seconded by Zoellick to approve a Class "B" Retail License for the sale of Fermented Malt Beverages, April 15, 2020 to October 15, 2020 to Sussex Baseball Club at the Tetzlaff Field Concession Stand in Sussex Village Park; Agent Scott Wesline. Motion carried 6-0'

A.4. & A.5. Motion by Uecker, seconded by Bartzan to approve a Temporary Class "B" Retail License for the sale of Fermented Malt Beverages, to the Hamilton Junior Chargers Baseball Club, for the Junior Chargers C-Series Tournament for June 6, 2020 at Sussex Armory Park and Sussex Village Park, with a rain-date of June 7, 2020; Agents Jennifer Brinson and Lisa Bennett. Motion carried 6-0

A.6. & A.7. Motion by Uecker, seconded by Goetz to approve of a Temporary Class "B" Retail License for the sale of Fermented Malt Beverages, to the Hamilton Junior Chargers Baseball Club, for the Chargers Classic Summer Tournament from July 17-19, 2020 at Sussex Village Park and Armory Park; Agent Carrie Buchanan for both locations.
Motion carried 6-0

A.8. Motion by Uecker, seconded by Bartzen to approve the BMO Credit Card Authorization Resolution No. 20-08.
Motion carried 6-0

B. Public Works Committee

B.1. Motion by Dietrich, seconded by Adkins to approve of Public Works bills for payment in the amount of \$417,959.97.
Motion carried 6-0

B.2. Motion by Dietrich, seconded by Uecker to approve of Wastewater Treatment Facility Raw Sewage Pump #2 Replacement, not to exceed \$80,000.00.
Motion carried 6-0

B.3. Motion by Dietrich, seconded by Adkins to approve of Water Meter and Transmitter Purchase, not to exceed \$45,000.00.
Motion carried 6-0

B.4. Motion by Dietrich, seconded by Goetz to award contracts as follows:

- Construction of Project #1: Super Western, Inc. – per their bid, **\$6,572,935.05.**
- Construction of Project #2: Stark Pavement Corporation – per their bid, **\$4,007,131.75.**
- Inspection and Survey Consultant: raSmith – per their proposal after resource leveling for Inspection and Survey/Construction Staking Services, **\$640,350.00.**
- Geotechnical Consultant: Giles Engineering Associates, Inc. – per their proposal after resource leveling for Geotechnical Services, **\$37,520.00.**
- Street Lighting: WE-Energies – per staff estimate for street lighting, **\$350,000.00.**

Setting a contingency of \$1,160,793.20 (+/- 10% of total cost), be established for a total allocation of **\$12,768,730** for these contracts.
Motion carried 6-0

6. Staff Reports

Mrs. McElroy-Anderson stated that two neighborhood meetings will be set to inform the public about the upcoming Maple Avenue project. One meeting for the north part of the project and a second meeting for the south part of the project. Staff is looking at the end of February and beginning of March for the two meetings to take place.

Mr. Smith stated that the state legislature is in session and will only be in session for another week. Believes that a voice vote will soon be coming for a bill the village supports, allowing the Village Clerk to approve operator license, and process them administratively. The splash pad electric and gas is being hooked up in the new building. The floor has been set and the walls are going up. We're on track to open up in May. Met with the new Executive Director of the Pewaukee-Sussex Soccer Club and discussed their needs and ways to partner in the future.

Mr. Liebert stated that the Spring Primary Election is next Tuesday, February 18. The only item on the ballot is for Wisconsin State Supreme Court. If anyone has questions about voting, they can call the Clerk's office at 246-5200. Early absentee voting is still in process until Friday, February 14. The grace period for taxes ended February 7 and encourages the public to pay their outstanding taxes.

7. Comments from Citizens Present

Jack Melvin, 1738 River Lakes Road of Oconomowoc, WI introduced himself to the board as a candidate for Circuit Court Judge.

No one else present wished to speak.

8. Old Business

There was no old business to discuss.

9. New Business

There was no new business to discuss.

10. Consideration on resignation and appointments

There were no resignations or appointments.

11. Adjournment

President Goetz read the notice to convene into executive session under Wis. Stats. 19.85(1)(c) when considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility with respect to annual evaluation of the Village Administrator.

A motion by Goetz, seconded by Adkins to convene into executive session under Wis. Stats. 19.85(1)(c) when considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility with respect to annual evaluation of the Village Administrator.

Upon a roll call vote being taken, the vote was: Aye: 6 Nay: 0. The motion CARRIED. 6-0.

The board entered into executive session at 6:29 pm.

Motion by Uecker, seconded by Adkins to adjourn at 8:09 pm.

Motion carried 6-0

Respectfully submitted,

Samuel Liebert
Administrative Services Director, Clerk/Treasurer