



N64W23760 Main Street
Sussex, Wisconsin 53089
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Email: info@villagesussex.org
Website: www.villagesussex.org

VILLAGE BOARD
VILLAGE OF SUSSEX
6:00 PM - TUESDAY, JANUARY 24, 2023
SUSSEX CIVIC CAMPUS – BOARD ROOM 2nd FLOOR
N64W23760 MAIN STREET

1. Roll call.
2. Pledge of Allegiance.
3. Consideration and possible action on minutes from the Village Board meetings held on January 10, 2023.
4. Communications and Public Hearing(s)
 - A. Village President Report. Report on meetings attended/up-coming, communications, and recognitions.
5. Committee Reports
 - A. Board of Fire Commissioners Report on discussion and action taken at the previous meeting, future agenda items and upcoming meetings.
 - B. Community Development Authority Report on discussion and action taken at the previous meeting, future agenda items and upcoming meetings.
 - C. Park & Recreation Board Report on discussion and action taken at the previous meeting, future agenda items and upcoming meetings.
 1. Recommendation and possible action on 11' Mower Proposals
 - D. Pauline Haass Library Board Report on discussion and action taken at the previous meeting, future agenda items and upcoming meetings.
 - E. Plan Commission Report on discussion and action taken at the previous meeting, future agenda items and upcoming scheduled meetings.
 - F. Public Safety and Welfare Report on discussion and action taken at the previous meeting, future agenda items and upcoming meetings.
6. Staff Reports on upcoming events, projects in process, future agenda items and meetings.
7. Comments from citizens present.
8. Old Business.
9. New Business.
 - A. Consideration and possible action on Resolution 23-02 Authorizing Amendments to \$2,630,000 Village of Sussex, Wisconsin Industrial Development Revenue Bonds, Series 2020 (Sussex IM, Inc. Project) Issued on September 22, 2020.

B. Consideration and possible action on the Second Amendment to the Developers Agreement for Highlands Business Park and the Sussex Highlands Escrow Agreement for the Same.

10. Consideration and possible action on resignations and appointments.
11. Adjournment

Anthony LeDonne
Village President

Jeremy Smith
Village Administrator

It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may attend the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. 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 262-246-5200.

DISCLAIMER- THE FOLLOWING ARE DRAFT MINUTES FROM THE
VILLAGE BOARD AND ARE
SUBJECT TO CHANGE UPON APPROVAL OF THE VILLAGE BOARD

**VILLAGE OF SUSSEX
SUSSEX, WISCONSIN**

**Minutes of the Village Board Meeting of
January 10, 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, Community Development Director Gabe Gilbertson, Village Engineer and Public Works Director Judy Neu, and members of the Public.

2. Pledge of Allegiance

President LeDonne led the pledge of allegiance.

3. Meeting Minutes

Motion by Uecker, seconded by Adkins to approve the December 8 and December 13, 2022 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:

- Thursday, January 12: Assessor Office Hours, 10 a.m. to 6 p.m. at the Civic Center.
- Monday, January 16: Civic Center offices closed.
- Tuesday, January 17: Senior Citizen Advisory Committee meets at 1:30 p.m. in the Civic Center Committee Room; Community Development Authority meets at 5:30 p.m. in the Civic Center Board Room; Plan Commission meets at 6:30 p.m. in the Civic Center Board Room; Park and Recreation Board meets at 6:30 p.m. in the Civic Center Community Room.
- Wednesday, January 18: Pauline Haass Library Board meets at 6:30 p.m. at the Library.
- Tuesday, January 24: Board of Fire Commissioners meets at 9 a.m. in the Civic Center Board Room.

B. Public Hearing on ORDINANCE NO. 886

Mr. Smith presented the proposed Ordinance change, which would allow Commercial Recreation Facilities as a Conditional use in the B-2 District. 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 Wells to approve the December Check Register and P-card Statement in the amount of \$1,383,226.92.

Motion Carried 7-0

2. Motion by Jarvis, seconded by Zoellick to approve the December Ace Hardware purchases in the amount of \$475.68.

(President LeDonne abstained)

Motion Carried 6-0

B. Public Works Committee

1. Motion by Adkins, seconded by Zoellick to approve the December invoices in the amount of \$54,535.26.

Motion Carried 7-0

6. Staff Reports

- A. Assistant Administrator McElroy-Anderson: The recycling/garbage collection transition from Johns Disposal to LRS has been going well.
- B. Administrator Smith: SOS thanked the Village Board for their donation in 2022. AARP will be offering free tax preparation at the Civic Center. Staff continues to monitor the ice rink and will open it when/if it is suitable for skating.
- C. Attorney Macy: No new cases or laws to discuss at this time.

7. Comments from citizens present

No one present wished to speak.

8. Old Business

Motion by LeDonne, seconded by Uecker to approve ORDINANCE NO. 886 an Ordinance to Repeal and Recreate Subsection 17.0506(A)(2)(C) regarding Commercial Recreation Facilities as a CU in the B-2 Regional Business Zoning District of the Village of Sussex Municipal Code.

Adkins asked if there are any negative impacts of allowing this use in other B-2 areas. Smith responded that properties zoned B-2 are along commercial corridors. The question for the Board to consider is if they want to use retail space for this use. Jarvis asked about traffic impacts. Smith responded that the existing infrastructure in this area can handle the projected traffic. Adkins asked if all the activities would take place within the building, specifically wondering if any exterior work or recreation activities were planned. Smith responded that all the planned recreation activities would take place within the building.

Motion Carried 7-0

9. New Business

Motion by Uecker, seconded by Riedel to approve Resolution 23-01 combining wards for the 2023 special election in Wisconsin Senate District 8.

Motion Carried 7-0

10. Consideration and possible action on resignations and appointments

None

11. Closed Session

President LeDonne announced the closed session as required.

Motion by LeDonne, seconded by Jarvis to convene into executive session under 19.85(1)(e) when deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session with respect to the status of and potential changes to the Developer's Agreement for Vista Run Subdivision and under 19.85(1)(g) when conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved with respect to the Vista Run Subdivision and Developer's Agreement for the same.

On roll call, all voted Aye; Motion Carried

12. Convene back into Open Session

13. Motion by Adkins, seconded by LeDonne to approve the Amended and Restated Developers Agreement for Vista Run Subdivision.

Motion Carried 7-0

14. Motion by Uecker, seconded by Wells to approve the Final Plat for Phase 2 Vista Run Addition No. 3.

Motion Carried 7-0

15. Motion by LeDonne, seconded by Uecker to approve the Final Plat for Phase 2 Vista Run Addition No 4.

Motion Carried 7-0

16. Motion by Adkins, seconded by Jarvis to adjourn at 6:42 p.m.

Motion Carried 7-0

Respectfully submitted,
Kelsey McElroy-Anderson
Assistant Village Administrator



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Sussex, Wisconsin 53089
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MEMORANDUM

To: Park Board
From: Thom Berres, Parks Foreman
Date: 1/12/23
Re: 11' MOWER

The 2011 Groundsmaster 4000D 11' mower was intended to be replaced in 2022. Due to supply chain issues, we were unable to order. We were recently notified that dealers are taking orders for 2023. This machine is used daily for cutting grass throughout the Village and the current machine is beyond its life expectancy and is very costly to maintain. We have \$100,147.75 in our depreciation fund for an 11' mower which we estimate to have a 7 year life span. Expected delivery is late summer / early fall 2023. We do believe that our current mower will be able to get through this summer due to the extensive maintenance that was completed on it this past fall.

There were 2 quotes obtained for the 11' mower as these two are the only comparable machines.

DEALER	MODEL	COST
Reinders	Toro Groundsmaster 4000 D	\$88,968.44
Horst Distribution	HR600	\$91,089.00

Recommendation

Staff recommends the purchase of the Toro Groundsmaster. This is the low bid, and it is the mower we have been operating since 2011. The mower is also the preference of the staff who will primarily operate the mower. We are happy with this mower's reliability and performance. We have owned a Jacobsen mower in the past, but staff does not feel that it is a reliable machine based on prior experience.

ORDER

Acct #: 251459

Village of Sussex
N624 W23760 Main Street
Sussex WI 53089

Attn: Thom Berres

Prepared By:

Ryan Maier

Territory Manager

13400 Watertown Plank Rd.

Elm Grove, WI 53122-2227

Cell (262) 443-0363

Fax (847) 678-5511

rmaier@reinders.com

Quote ID JJRM105234000	Prices are subject to change without notice
Quote Date 1/5/23	Contract Quote

Sourcewell #031121-TTC

Qty	Code	Description	Suggested List	Contract Price
1	30609	Groundsmaster 4000-D (T4)	\$110,558.00	\$86,235.24
1	30669	Universal Sunshade, White	\$940.00	\$733.20

**Limited Availability For 23.
Late Summer/Early Fall**



Equipment Subtotal: \$86,968.44

Set-up/Delivery: \$1,560.96

Equipment Total: \$88,529.40

Order Acceptance Agreement

As a result of extreme volatility in the commodity pricing and logistics costs. Toro cannot guarantee pricing on this order. Upon Completion of a signed sales agreement, the final price will not exceed 10% over the quoted contract price or the current contract price at the time of delivery, whichever is lower.

Prices and terms on this proposal are not subject to verbal changes or other agreements unless approved in writing by the seller. All proposals and agreements are contingent on availability of product from the manufacturer. Typographical errors are subject to correction. Purchaser is responsible for applicable taxes. Financed product will require lease company approval prior to delivery. Net 30 terms will require a signed UCC form prior to, or upon delivery in order for transaction to be complete. **1% service fee will be added to all credit card transactions.**

By signing below, I acknowledge that I have reviewed the quote in its entirety and I commit to the purchase as detailed on the quote above. I reserve the right to opt out of intended purchase at any time prior to scheduled delivery. Unless otherwise indicated I agree to accept delivery on the earliest date that this product can be shipped to our location. **All trades associated with this order are required to be ready for pickup and in the same condition we originally evaluated them in.**

Quote I.D. JJRM105234000

Reinders Account # : 251459

PO # _____

Contract # :	<u>109961</u>	<u>5198219</u>
	Sourcewell	Omnia

Delivery Contact : _____

Phone #: _____

Email : _____

Earliest date of delivery and invoicing? : _____

Delivery Address: _____

Payment Structure Request : * Finance _____ Net 30 terms with qualified credit _____ C.O.D. _____

* Finance Documentation Contact Name : _____ Email : _____

Authorized By : _____

Print Name : _____

Date : _____

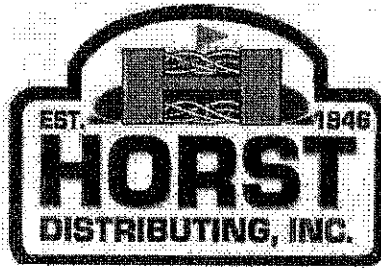
Ryan Maier
Territory Manager
Reinders, Inc.



Grounds &
Sports Turf

Sourcewell 





QUOTE

444 N. Madison St. • PO Box 110 • Chilton, Wisconsin 53014
 (920) 849-2341 • Fax: (920) 849-9576 • www.horstdistributing.com
Turf Equipment Specialists Serving Wisconsin & Upper Michigan

TO: Mr. Thom Berres
 Village of Sussex
 Sussex, WI

Date: 1/6/23

Attention: Thom

Your Inquiry: Verbal

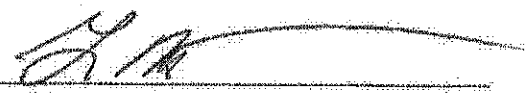
QTY	DESCRIPTION	UNIT PRICE	TOTAL
ONE(1)	2023 Jacobsen HR600 large area rotary mower, 65HP Kubota diesel engine, deluxe suspension seat, 4-wheel drive, ROPS system, 11 foot cutting width.		
	<i>Regular Price</i>	\$119,000.00	
	<i>Special Price to Village</i>		<u>\$84,989.00</u>
ONE(1)	Freight and setup		<u>\$6,100.00</u>

FOB	DELIVERY	PAYMENT TERMS	SALESMEN
Sussex--Assembled & Ready for operation	Our Truck	Net 30	Dennis Dary

We are pleased to submit this quotation on our interpretation of your requirements. All quoted prices are subject to change after 30 days from date of this quotation. Sales and use tax, where applicable, payable by the buyer.

We appreciate the privilege of quoting on your requirements and hope for your favorable consideration.

Sincerely Horst Distributing, Inc.

By: 

THANK YOU FOR YOUR BUSINESS!

GRANT MORTIMER, PRESIDENT