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THE VILLAGE BOARD AND ARE
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**VILLAGE OF SUSSEX
SUSSEX, WISCONSIN**

**Minutes of the Village Board Meeting of
November 26, 2024**

1. Roll Call

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

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

Members excused: None

Also present: Village Administrator Jeremy Smith, Village Attorney John Macy, Clerk/Treasurer Jennifer Moore, and members of the Public.

2. Pledge of Allegiance

President LeDonne led the pledge of allegiance.

3. Meeting Minutes

A motion by Wells, seconded by Zoellick to approve the October 22, 2024 Village Board meeting minutes.
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:

- 11/28-29 Civic Center closed
- 12/2 – Blood drive at the Grove
 - Park & Rec. registration begins for residents
- 12/3 – Public Works meeting followed by Finance & Personnel
- 12/4 – Holiday swag Event and Bingo
 - Architectural Review Board and Board of Fire Commissioners meetings
- 12/6 – Village tree lighting

B. Public Hearings

1. The Public Hearing on the 2025 Village Budget was opened at 6:02pm

The Village Administrator presented the 2025 budget packet.

2. The Public Hearing on a Zoning Code Text Amendment to Section 17.0704(A)(1) regarding the height of Accessory Structures in the B-4 Central Mixed-Use District was opened at 6.29pm.

The Village Administrator presented the zoning code change.

There were no comments from members of the public.

5. Committee Reports

A. Board of Fire Commissioners Report

Next meeting scheduled for December 4

B. Community Development Authority

Nothing to report.

C. Finance and Personnel Committee Report

1. Motion by Jarvis, seconded by Riedel to approve the October Check Register and P-card Statement in the amount of \$1,459,110.63. Motion carried 7-0
2. Motion by Jarvis, seconded by Zoellick to approve the September Ace Hardware purchases in the amount of \$473.75 (LeDonne Abstained) Motion carried 6-0
3. Motion by Jarvis seconded by LeDonne to approve Ordinance 894, An Ordinance to Repeal and Recreate Section 4.02 of the Village of Sussex Municipal Code entitled Intoxicating Liquor and Fermented Malt Beverages. Motion carried 7-0
4. Motion by Jarvis seconded by Riedel to approve the Operators License for Chloe Tonn. Motion carried 7-0

D. Park & Recreation Board Report

Nothing to report

E. Pauline Haass Library Board Report

1. Trustee Zoellick presented an update from the previous Library Board meeting.

F. Plan Commission Report

Motion by Zoellick, seconded by Riedel to approve Ordinance 895, An Ordinance to Repeal and Recreate Subsection 17.0704(A)(1) regarding the Height of Accessory Structures in the B-4 Central Mixed Use Zoning District of the Village of Sussex Municipal Code. Motion carried 6-1 (Adkins voted no)

G. Public Safety and Welfare Report

Nothing to report

H. Public Works Committee Report

1. Motion by Adkins, seconded by Zoellick to approve the October invoices in the amount of \$90,800.36. Motion carried 7-0
2. Motion by Adkins seconded by Zoellic to approve the Hydrant Maintenance Easement with Dynamic Wisconsin, LLC. Motion carried 7-0
3. Motion by Adkins seconded by Uecker awarding the Emergency Generators Civic Center, Public Safety Building, and Public Works Garage project to Wil-Surge Electric, Inc. for \$792,814.00 plus a 10% contingency for a total allocation of \$872,100. Motion carried 7-0

6. Staff Reports

Mr. Smith: Presentation of the Spooky Sussex Best in Show award to Attorney John Macy and his staff. The new Assistant Administrator starts on Monday. The December Village Board meeting will be on the 10th. Lydia Vanderpoel and Jenny Bahnaman received an award for the senior art show.

Mr. Macy: The legislature is out. Very happy to participate in Spooky Sussex each year. Thank you to the DPW for building the cut outs.

Ms. Moore: The November election is complete, the paperwork is done, and everything is stored away for next year. We had over 90% voter turnout including 500 election day voter registrations. This could not be accomplished without the great election workers and village staff who spend their time, not only on election day, but weeks

before and after, working on the election. The spring election will be on April 1, 2025, Trustees Uecker and Zoellick's terms will expire. Packets are available at the front desk for anyone that is interested in being on the ballot. You can start collecting signatures on December 1 and paperwork must be turned in to my office no later than January 7. If you have any questions please contact the Clerk's office.

7. Comments from Citizens Present

Carl Vanderwerff N57W24537 Raven Court – Questions for the Clerk regarding the electronic poll book slow processing time on election day. Clerk Moore stated the Village will be moving to a Central Count model for processing absentee ballots on election day and purchasing more Badger Books.

8. Old Business

- A. Motion by Adkins, seconded by Uecker to approve Resolution 24-13 Adopting the 2025 Budget of the Village of Sussex, its Utilities and special funds, and levying property taxes, and directing implementation for the same including directing the Clerk to not place certain debt on the tax levy, and the Administrator to implement the personnel, policy, and programs of the budget.
Motion carried 7-0
- B. Motion by LeDonne, seconded by Zoellick to approve Resolution 24-14 implementing the various fee changes for 2025 included as part of the 2025 budget..
Motion carried 7-0
- C. Motion by LeDonne, seconded by Wells to approve Resolution 24-15 adopting the Municipal Court Budget for 2025..
Motion carried 7-0

9. New Business

Motion by LeDonne, seconded by Wells to approve Resolution 24-16 authorizing Vibrant Spaces Grant.
Motion carried 7-0

10. Consideration on resignation and appointments

None

11. Adjournment

A motion by LeDonne, seconded by Zoellick to adjourn at 6:54PM.
Motion carried 7-0

Respectfully submitted,
Jennifer Moore
Clerk/Treasurer