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VILLAGE BOARD AGENDA  
VILLAGE OF SUSSEX  
6:00 PM TUESDAY, FEBRUARY 25, 2025  
SUSSEX CIVIC CENTER – BOARD ROOM 2<sup>nd</sup> FLOOR  
N64W23760 MAIN STREET

1. Roll call.
2. Pledge of Allegiance.
3. Consideration and possible action on minutes of the Village Board meeting held on January 28, 2025.
4. Communications and Public Hearings
  - A. Village President Report on meetings attended/up-coming, and communications
    1. 2024 Volunteer of the Year Wendy Stallings
    2. 2024 Volunteer Group of the Year Waukesha County Sheriff's Department Cadets #6700
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. Finance and Personnel Committee Report on discussion and action taken at the previous meeting, future agenda items and upcoming scheduled meetings.
    1. Recommendation and possible action on January check register and p-card.
    2. Recommendation and possible action on January Ace Hardware purchases.
    3. Recommendation and possible action on Resolution 25-05, 2025 Annual Designation of Public Depositories and Approving Other Financial Institutions for Investment.
    4. Recommendation and possible action on 2024 4<sup>th</sup> Quarter Investment Report.
    5. Recommendation and possible action on 2024 Annual Identify Theft Prevention Program.
    6. Recommendation and possible action on a new application for Combination Class "B" Retail License for the Sale of Fermented Male Beverages and Liquors Feb. 25, 2025 to June 30, 2025 to Tony Maronnis We Make em' you Bake em', LLC, N63W23951 Main Street, 53089, for Tony Maronnis, Agent: Tony Lippold.
  - D. 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-Foot Mower Purchase.
    2. Recommendation and possible Action on Zero Turn Mower Purchase.
    3. Recommendation and possible Action on The Lions Club Contract Addendum.
    4. Recommendation and possible Action on the 2025 4<sup>th</sup> of July Fireworks Contract.
    5. Recommendation and possible Action on the Cemetery Lawn Service Contract.
  - E. Pauline Haass Library Board Report on discussion and action taken at the previous meeting, future agenda items and upcoming meetings.
  - F. Plan Commission Report on discussion and action taken at the previous meeting, future agenda items and upcoming scheduled meetings.

- G. Public Safety and Welfare Report on discussion and action taken at the previous meeting, future agenda items and upcoming meetings.
  - 1. Recommendation and possible action on request for no parking on Sussex Road between Silver Spring Drive and the first driveway to Nature's Path on the east side of the road.
  - 2. Recommendation and possible action on Intermunicipal Agreement to share training equipment between communities.
  - 3. Recommendation and possible action on Intermunicipal Agreement with Village of Merton for ALS intercepts.
- H. Public Works Committee Report on discussion and action taken at the previous meeting, future agenda items and upcoming scheduled meetings.
  - 1. Recommendation and possible action on January Public Works bills for payment.
  - 2. Recommendation and possible action on 2025 Road Program and Parking Lot rehabilitation Contracts Award of Bids and Inspection Services RFP Award.
  - 3. Recommendation and possible action on 2025 Meter Purchases.
  - 4. Recommendation and possible action on WWTF Rehab Project Contract Award of Bid and Inspection Services RFP Award.
  - 5. Recommendation and possible action on Resolution 25-02 Acceptance of Improvements for Redford Hills Subdivision.
  - 6. Recommendation and possible action on Resolution 25-03 Acceptance of Improvements for Highlands Business Park.
- 6. Staff Reports on upcoming events, projects, future agendas and scheduled meetings.
- 7. Comments from citizens present.
- 8. Old Business.
- 9. New Business.
- 10. Consideration and possible action on resignations and appointments.
  - A. Appointment of Jennifer Boehm as Village Clerk/Treasurer.
- 11. Adjournment.

Anthony LeDonne  
Village President

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Katherine Gehl  
Assistant Village Administrator

It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at 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. 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.

**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 28, 2025**

**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, Ron Wells, and President Anthony LeDonne

Members excused: Benjamin Jarvis

Also present: Assistant Village Administrator Katherine Gehl, 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 Adkins, seconded by Wells to approve the November 26, 2024 Village Board meeting minutes.

Motion carried 6-0.

**4. Communications and Public Hearings**

**A. Village President Report**

The Village President listed several upcoming meetings and events in the Village of Sussex including:

- 2/1 – Pints in the Park pop up winter beer garden
- 2/3 – Summer Day Camp registration begins
- 2/4 – Finance & Personnel and Public Works meetings
- 2/5 – Community Blood Drive
- Architectural Review Board Meeting
- 2/17 – Valentine's Day lobby party for adults over 50
- 2/12 – Soup and Bread tasting event for adults over 50
- 2/18 – Public Safety & Welfare / Plan Commission / Park & Rec Board
- 2/19 – Library Board meeting

**B. Public Hearings**

The Public Hearing on Ordinance 896 to conditionally amend the Land Use Plan from Open Space to Multi-Family Residential and the Public Hearing on Ordinance 897 to conditionally rezone from A-1 to RM-1 for the parcel at Tax Key Number 227.036 were opened at 6:04pm.

Attorney Macy stated the rules of the Public Hearing.

The petitioner Eric Obarsk with Neuman Developments, owner, spoke first and presented information on the proposed project.

- Senior Assisted Living Facility
- Near Silver Spring, minimize subdivision traffic, low traffic use
- Project is approximately 79 units – two story

Staff shared preliminary Plan Commission information with the public present at the meeting and watching via internet.

Senior residence moving to assisted living moving to memory care  
Impact reports from police and fire will be going to plan commission, there is no staffing impact for the village  
Traffic impact relatively light – staff and some visitors  
Details will all be discussed at the Plan Commission where the developer will be present.

Lucas Larson, Galahad Development, developer, presented more details about the development.

26 memory care units  
8 high acuity care units  
Other units are assisted living units

Two story building is being proposed so the complex matches the surrounding neighborhood.

Units are studio, one and two bedroom units.  
Memory care and high acuity care are studio  
Staffed 24/7 – first shift peak staffing includes approximately eight administrators and the balance is caretakers and food service employees.  
Amenities provided for residents are dining rooms, exercise/flex rooms, libraries, activity room, coordinated activities for residents, bus for transport to shopping etc., weekly housekeeping, central laundry facilities, salon.  
Average resident is 80-85 year old widow.  
Quiet, low traffic.  
Resident cars are usually about 10% of assisted living residents.  
Traffic is staff, visitors, deliveries.  
On site stabilization is on site with two RNs. EMS demand averages one call per month. Insurance allows them to deal with falls. EMS not required.  
5-10 mile radius of this location there is projected to be an additional 300-400 residents in need of this type of facility.

Clerk Moore and Village Administrator Smith read letters into the record sent by residents unable to attend the meeting.

Lindsay Bialobrzewski – N66W25596 Beaver Creek Lane - opposed  
Thomas and Kimberly Sobieski N66W25514 Beaver Creek Lane- opposed  
Elizabeth Marquez - opposed  
Elizabeth Stockhausen – N65W25533 Beaver Creek Lane - opposed  
Marissa Karhoff – W254N6548 Aspen Ct - opposed  
Stephanie Krueger – W254W6555 Aspen Ct - opposed  
Jenni Sullivan – N66W25574 Beaver Creek Lane - opposed  
Elizabeth Leszczynski – W254N6624 Aspen Ct - opposed

Public comments:

Bailey Walker – N66 W25578 Alpine Drive – Opposed  
Pamela Johnson W252N6620 Aspen Lane– Opposed  
Pamela Johnson read letter from residents at W252N6642 Aspen Lane (Wehmeier) – Opposed  
Ryan Krueger W254N6555 Aspen Court

Was Tim O'brien Homes aware this was planned?

How many employees are at the site?

Tom Blotz – W253N6664 Aspen Lane – Opposed

Janet Cain – N65W25285 Heavenly Ct – Opposed

What is the resident turnover rate?

Andrew Baumeister- W253N6669 Aspen – Opposed



Did Harbor Homes know this was planned?

What safeguards to prevent sex offenders?

Ross Stockhausen – N65W25533 Beaver Creek Lane – Opposed

How will you deal with stormwater management issues?

Why can't the access point be from the east?

Brian Debock - N65W25567 Beaver Creek Lane – Opposed

Alex Walker – N66W25578 Alpine Drive – Opposed

Eric Obarski –

- The area has always been an outlot, not greenspace. As a developer they would not leave open space at the entrance to a subdivision. It is not safe or practical. There was always a plan for this lot. Sales people and staff were well aware of the plans for this lot.
- Proposed project is under the maximum density.
- This is not part of the Vista Run HOA and residents would not have use of amenities.
- Sewer and water laterals were added to the lot and stormwater was calculated and planned for.
- Kohl's Road is a private Road and is private infrastructure – not an option to use as an entrance to the facility.
- Project – Employees 20 – 25 full time equivalent employees. (Peak shift 15-20 employees)
- Average length of stay is 24-36 months.
- Morning rush hour traffic – late morning to mid day is peak traffic
- Odor & Noise from kitchen and laundry – commercial venting will be several hundred feet away from the pool and clubhouse

Public Comments:

Ryan Krueger – W254N6555 Aspen Court

How is the property entrance road an asset?

Neumann was working with another contractor in 2018 – was it brought forth for rezoning then?

John Krueger – N65W25255 Heavenly Court

If the plan was always to sanction this area for multi family use why isn't it on the website?

Joan Marino – W253N6583 Aspen Lane - opposed

If this falls through, once it is rezoned, is it possible it could turn into apartments or something else?

Responses by the developer and petitioner:

- In 2018, during the plan commission process, the plan commission discussed that lot and what could be appropriate. There was a senior living facility looking at the site but withdrew due to village impact fees.
- The lot was always designed for development. Because there was not a specific developer pursuing it the parcel was not rezoned.
- Rezoning is tied specifically to a senior living facility. If this petitioner doesn't go forward with the project after rezoning, it would go back to an outlot.
- Roadway question – The cost to build an improved road is \$1,300/foot minimum. Lots and usage must be on each side of the road. Housing is on one side of the road, this lot is on the other side of the road.
- Stormwater is designed when actual project is laid out. It has been contemplated for this use but specific engineering cannot be done at this time.
- Sex offender – significant background checks done on both residents and employees.
- Renderings do not accurately show extensive final landscaping.

Public Questions with corresponding responses:

Q: It was stated that an entrance into facility from Silver Spring Drive is not possible, is that for sure?

A: The county will not grant access off Silver Spring

Q: Was there a reason the townhomes were not extended to the other side of the street? How many townhomes would be on that corner compared to this proposed facility?

A: 16-24 units if townhomes would go on this site. The developer felt this was a better use for the site.

Q: Have there been complaints about residents at the Courtyard?

A: No complaints from the courtyard or surrounding neighborhood.

Q: Has the tax base from the neighborhood around the Courtyard dropped?

A: Not to the Village's knowledge.

Q: A concern regarding residents that might wander away from the facility.

A: The building layout tucks the memory care area further from the roads for safety and privacy reasons.

Memory care is secure – doors are locked 24/7 and the residents wear wandercare devices.

Mary Oro - W253N26681 Alpine Drive – opposed

Q: How bright will the exterior lighting be?

A: They are required to meet strict standards for lighting. Zero footcandles of light at the property line.

Mike Dean - N67W25331 Breckenridge Ct— opposed

Motion by Adkins seconded by Riedel to close the public hearings at 8:20pm

Motion carried 6-0

## **5. Committee Reports**

### **A. Board of Fire Commissioners Report**

Approved personnel changes.

### **B. Community Development Authority**

Nothing to report.

### **C. Finance and Personnel Committee Report**

1. Motion by Adkins, seconded by Wells to approve the November and December Check Registers and P-card Statements in the amount of \$2,659,604.78. Motion carried 6-0
2. Motion by Adkins, seconded by Uecker to approve the November and December Ace Hardware purchases in the amount of \$1,257.88. (LeDonne Abstained) Motion carried 5-0
3. Motion by Adkins seconded by Wells to approve Ehlers as the Financial Advisor for the Village. Motion carried 6-0
4. Motion by Adkins seconded by LeDonne to approve C.L.A. as the financial auditor for the Village. Motion carried 6-0
5. Motion by Adkins seconded by Zoellick to approve a temporary class "B" retail license for the sale of fermented malt beverages for Citizens for the Pauline Haass Public Library for their Book Mixer to be held on February 28, 2025, Agent: Zachary Werginz. Motion carried 6-0

### **D. Park & Recreation Board Report**

1. Motion by Wells seconded by Riedel to approve the 2025 Pints in the Park contract to Brewfinity Brewing Company at \$1,200 per event. Motion carried 6-0

### **E. Pauline Haass Library Board Report**

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

### **F. Plan Commission Report**

1. Motion by LeDonne, seconded by Adkins to approve Ordinance 896 to conditionally amend the Land Use component of the Comprehensive Plan for the property identified by Tax Key Number 227.036 from the Open Space Land Use Classification to the Multi-Family Residential Land Use Classification subject to a senior assisted living facility applying for, receiving a condition use to operate on the site, and commencing construction within 12 months. Motion failed 1-5 (Zoellick voted no)

2. Motion by LeDonne, seconded by Adkins to approve Ordinance 897 to conditionally rezone the property identified by Tax Key Number 227.036 from the A-1 Agricultural Zoning District to the RM-1 Multifamily Residential Zoning District Classification subject to a senior assisted living facility applying for, receiving a conditional use to operate on the site, and commencing construction within 12 months.

Motion failed 1-5 (Zoellick voted no)

#### **G. Public Safety and Welfare Report**

Nothing to report February 18 will be the next meeting

#### **H. Public Works Committee Report**

1. Motion by Adkins, seconded by Riedel to approve the November and December invoices in the amount of \$203,750.74. Motion carried 6-0
2. Motion by Adkins seconded by Riedel to approve the easement for WE Energies within Visa Run Park to serve the Vista Run subdivision. Motion carried 6-0
3. Motion by Adkins seconded by Uecker to approve Resolution 25-01 providing for the closure of various Village streets on various dates and times to allow for several Village Special Events and several requested community events. Motion carried 6-0

#### **6. Staff Reports**

**Ms. Gehl:** Thank you to the Board for the staff appreciation luncheon.

**Mr. Smith:** Nothing to report

**Mr. Macy:** Nothing to report

**Ms. Moore:** Ms. Moore has accepted a position as the Deputy Clerk for Waukesha County. Her last day will be February 28, 2025.

#### **7. Comments from Citizens Present**

#### **8. Old Business**

#### **9. New Business**

Motion by LeDonne, seconded by Uecker to approve Ordinance 898 to create a Municipal Board of Canvassers, located in the Village of Sussex, Waukesha County WI, effective prior to the April election. Motion carried 6-0

#### **10. Consideration on resignation and appointments**

None

#### **11. Adjournment**

A motion by Adkins, seconded by Zoellick to adjourn at 8:49PM.

Motion carried 6-0

Respectfully submitted,  
Jennifer Moore  
Clerk/Treasurer



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## MEMORANDUM

To: Village Board  
From: Jennifer Moore, Clerk/Treasurer  
Re: Village Board Meeting- February 25, 2025  
Date: February 20, 2025

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4.A. Village President Report- report on meetings, communications, and recognitions.

4.A.1. Award to the 2024 Sussex Park and Recreation Volunteer of the Year, Wendy Stallings.

4.A.2. Award to the 2024 Sussex Park and Recreation Volunteer Group of the Year, Waukesha County Sheriff's Department Cadets #6700.

5.C.1. The Finance and Personnel Committee recommends approval of the January 2025 Check Register and P-card Statements in the amount of \$1,354,507.32. Please see the disbursement summaries and registers for additional information.

5.C.2. The Finance and Personnel Committee recommends approval of the January Ace Hardware purchases in the amount of \$3,424.78. Please see the disbursement summaries for additional information.

5.C.3. The Finance and Personnel Committee recommends approval of Resolution 25-04, A Resolution Designating Public Depositories and Approving Other Financial Institutions for Investment. Village policy requires that the Village Board designate one or more public depositories organized and doing business under the laws of this State or Federal Law and located in this State, in which the Village Treasurer shall deposit. The Village annually updates this resolution. Please see the attached resolution for additional details and information.

5.C.4. The Finance and Personnel Committee recommends approval of the 2024 4th Quarter Investment Report. Please see the report for more information.

5.C.5. The Finance and Personnel Committee recommends approval of the Red Flag Rules – 2024 Annual Report. Since 2010 the Village has followed the Federal Trade Commission's Red Flag Rules. One of the requirements of the program is to provide the Board with an annual update of its effectiveness and any identity theft incidents. Since the last report covering 2022, no instances of identity theft have been reported. Please see the attached memo from Finance Director Taylor Walls for additional information.

5.C.6. The Finance and Personnel Committee recommends approval of a Combination Class “B” Retail License for the Sale of Fermented Malt Beverages and Liquors Feb. 25, 2025 to June 30, 2025 to Tony Maronnis We Make em’ you Bake em’, LLC, N63W23951 Main Street, 53089, for Tony Maronnis, Agent: Tony Lippold.

5.D.1. The Park and Recreation Board recommends approval of the purchase of a Toro 4000D 11’ mower as a direct replacement of the current 2017 Toro 11” mower for an under budget cost of \$91,538.24 from Reinders. Please see the memo from Parks Foreman, Thom Berres for more information.

5.D.2. The Park and Recreation Board recommends approval of the purchase of a Scag Turf Tiger 2 zero turn mower from Town and Country for a cost of \$16,687.00. There is \$16,000.00 in the depreciation fund for this purchase and the remaining amount will come from the 11’ mower depreciation which came in under budget. Please see the memo from Parks Foreman, Thom Berres for more information.

5.D.3. The Park and Recreation Board recommends approval of a contract addendum to the Lion’s Club 10-year contract adding four club meetings utilizing the Grove Maple Room and Kitchen. Please see the memo from Parks and Recreation Director Halie Dobbeck for more information.

5.D.4. The Parks and Recreation Board recommends approval of the contract with Wolverine Fireworks Display, Inc. for \$21,000.00 for the July 4, 2025, fireworks display. The Village of Lisbon will again contribute \$10,000.00 toward the total cost of this year’s fireworks display. Please see the contract for more information.

5.D.5. The Park and Recreation Committee recommends approval of the Cemetery Mowing Contract for 2025 with Al Morows for \$200.00 per mowing. This is up \$25.00 from 2024. Mr. Moros does excellent work and shows the utmost level of care for the grounds and headstones. Please see the contract for more information.

5.G.1. The Public Safety and Welfare Committee recommends approval of the request for no parking on Sussex Road between Silver Spring Drive and the first driveway to Nature’s Path on the east side of the road. Please see the memo from Captain Lisa Panas for more information.

5.G.2. The Public Safety and Welfare Committee recommends approval of an Intergovernmental Cooperation Agreement for ownership and operation of a forcible entry training prop and flatbed trailer subject to final form of the agreement to be approved by the Village Administrator. Please see the memo from Fire Chief Kristopher Grod for more information.

5.G.3. The Public Safety and Welfare Committee recommends approval of an Intermunicipal Agreement with the Village of Merton for an Advanced Life Support Agreement. Please see the agreement for more information.

5.H.1. The Public Works Committee recommends approval of the January 2025 invoices in the amount of \$19,596.25. Please see the bills lists for more information.

5.H.2. The Public Works Committee recommends approval of contracts awarded to LaLonde Contractors, Inc. for Construction of the 2025 Road Program Project per their bid of \$6,561,294.43, Parking Lot Maintenance, Inc. for Construction of the 2025 Parking Lots Rehabilitation Project per their bid of \$1,085,085.10, raSmith for Inspection and Survey/Construction Staking Consultant services per their proposal of \$280,009.00, and Gestra Engineering, Inc. for Geotechnical Consultant Services per their testing unit rates and an estimated budget of \$25,000.00.

The total cost of the four contracts is \$7,951,388.53 plus a standard 10% contingency for a total project allocation of \$8,746,527.38. Due to the excellent bids we received on these projects the General Fund anticipated borrowing will be reduced from an estimated \$3.4 million to \$2.75 million. Please see the memo from Village Engineer Judy Neu for more information.

5.H.3. The Public Works Committee recommends approval of the purchase of Water meters and transmitters/registers at a total cost of \$98,051.00 as part of the 2025 Water Utility Budget. Please see the memo from Public Works Foreman Dan Plese for more information.

5.H.4. The Public Works Committee recommends approval of contracts awarded to Sabel Mechanical LLC for the construction of the 2025 WPCF upgrades project per the base bid and alternate bid A combined price of \$2,922,500.00, and Trotter and Associates, Inc. for inspection and survey/construction staking consulting for \$175,038.00. The total cost for the two contracts is \$3,097,538.00 plus a 10% contingency for a total allocation of \$3,407,291.80. The painting portion of the project was pulled out due to excessive cost and details will be discussed at the next Public Works Committee meeting about painting options. The Sewer Utility has funds on hand to pay its share and our partner communities have committed resources to pay their share. Please see the memo from Village Engineer Judy Neu for more information.

5.H.5. The Public Works Committee recommends approval of Resolution 25-02, Acceptance of Improvements for Redford Hills Subdivision. The developer has completed public improvements in the development and they have been inspected and found acceptable by the Village. Please see the memo from Village Engineer Judy Neu for more information.

5.H.6. The Public Works Committee recommends approval of Resolution 25-03, Acceptance of Improvements for Highlands Business Park. The developer has completed public improvements in the right of way of the development. They have been inspected and found acceptable by the Village. Please see the memo from Village Engineer Judy Neu for more information.

10.A. By Charter Ordinance the Clerk Treasurer position is an appointment by the Village President/approved by the Village Board. The Village hired Jennifer Boehm as the Deputy Clerk and with Jennifer Moore leaving the Clerk/Treasurer position opened up. Ms. Boehm is highly qualified for this position and is being recommended as the Village's Clerk/Treasurer.

**Village of Sussex  
Village Board Payment Approvals  
Jan-2025**

Payroll Registers

First Pay Period - Board	\$	153,712.87	
Second Pay Period - Regular	\$	146,026.85	
Third Pay Period - Regular	\$	<u>136,346.65</u>	
Total Payroll	\$	436,086.37	
P-Card Purchases	\$	177,794.53	(Including library and village)
Check Register (01/01/25 - 01/31/25)	\$	<u>740,626.42</u>	(less Ace Hardware)
<b>Grand Total</b>	<b>\$</b>	<b><u>1,354,507.32</u></b>	

## Report Criteria:

Report type: GL detail

Vendor: Vendor number = {&lt;&gt;} 2

Check: Type = {&lt;&gt;} "Adjustment"

Check Issue Date	Check Number	Merchant Name	Description	Amount	Invoice GL Account	Invoice GL Account Title
01/02/2025	21137	HAWKINS INC - ACH	AZONE	3,008.26	610-53700-000-631	Treatment-Chemicals
01/02/2025	21137	HAWKINS INC - ACH	CHEMICAL PARTS SUPPLIES	1,976.16	610-53700-000-635	Trtmt-Maint of Equipment
01/02/2025	21138	INFOSEND INC - ACH	UB PROCESSING - ADDL POSTAGE 2024 REQUE	216.50	610-53700-000-903	Accounting Supplies & Expenses
01/02/2025	21138	INFOSEND INC - ACH	UB PROCESSING - ADDL POSTAGE 2024 REQUE	216.43	620-53610-100-215	Accountant
01/02/2025	21138	INFOSEND INC - ACH	UB PROCESSING - ADDL POSTAGE 2024 REQUE	216.43	640-53650-000-310	Office Supplies
01/02/2025	21139	NORTH SHORE BANK FSB - ACH	DEFERRED COMPENSATION 5/15/2020	61.92	100-14500	Due from Haass Library
01/02/2025	21139	NORTH SHORE BANK FSB - ACH	DEFERRED COMPENSATION 5/15/2020	1,833.23	100-21520	North Shore Withheld
01/02/2025	21140	PROFESSIONAL FIRE FIGHTERS	UNION DUES - JANUARY 2025	612.01	100-21550	Union Dues Withheld
01/02/2025	21141	SWEET LUNA LLC - ACH	COOKIE DECORATING CLASSES	650.00	100-55350-000-140	Program Instructors
01/09/2025	21142	A. B. DATA LTD - ACH	TAX BILLS	2,124.56	100-51490-000-327	Real Estate Tax Expense
01/09/2025	21143	ASSOCIATED APPRAISAL CONSULT - ACH	JAN 2025 ASSESSOR FEES	4,500.00	100-51530-000-218	Assessor--Fees
01/09/2025	21144	E.H. WOLF & SONS INC-SLINGER	NO LEAD GASOLINE	149.87	100-16110	Inventory
01/09/2025	21144	E.H. WOLF & SONS INC-SLINGER	DIESEL GASOLINE	285.90	100-16120	Diesel Inventory
01/09/2025	21145	HAWKINS INC - ACH	AQUA HAWK - WWTP	18,194.40	620-53610-300-411	Phosphorus Removal Chemical
01/09/2025	21145	HAWKINS INC - ACH	PVC	299.53	610-53700-000-632	Treatment-Supplies & Expenses
01/09/2025	21145	HAWKINS INC - ACH	AZONE, MANGANESE SULFATE	4,127.51	610-53700-000-631	Treatment-Chemicals
01/09/2025	21146	JASTER, JOEL - ACH	REIMBURSEMENT - MILEAGE DEC 2024	15.41	100-52400-000-390	Expenses
01/09/2025	21147	PULVERMACHER, ANNE - ACH	REIMBURSEMENT - MILEAGE DEC 2024	71.69	610-53700-000-930	Misc General Expenses
01/09/2025	21148	RIVER RUN COMPUTERS INC - ACH	IT SOFTWARE-CLOUD SERV JAN 2025	1,936.62	100-51430-000-397	Licensing Costs
01/09/2025	21148	RIVER RUN COMPUTERS INC - ACH	IT SOFTWARE-CLOUD SERV JAN 2025	561.94	610-53700-000-923	Outside Services Employed
01/09/2025	21148	RIVER RUN COMPUTERS INC - ACH	IT SOFTWARE-CLOUD SERV JAN 2025	539.71	620-53610-100-212	Outside Services
01/09/2025	21148	RIVER RUN COMPUTERS INC - ACH	IT SOFTWARE-CLOUD SERV JAN 2025	136.52	640-53650-000-340	Data Processing Services
01/09/2025	21149	SUPPLY ZONE LLC	CLEANING SUPPLIES - CIVIC CENTER	821.78	100-51600-000-242	Maint--Bldg & Facilities
01/22/2025	21150	BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	1,943.98	100-52200-000-342	Medical Supplies
01/22/2025	21150	BOUND TREE MEDICAL LLC	GAUZE PADS, QUICK CONNECT HOSE, CANNUL	253.79	100-52200-000-342	Medical Supplies
01/22/2025	21151	COUNSILMAN/HUNSAKER & ASSOCIATES INC	POOL STUDY	3,350.00	100-57620-000-820	Improvements
01/22/2025	21152	E.H. WOLF & SONS INC-SLINGER	DIESEL FUEL	128.97	100-16110	Inventory
01/22/2025	21152	E.H. WOLF & SONS INC-SLINGER	DIESEL FUEL	238.64	100-16120	Diesel Inventory
01/22/2025	21153	GANNETT WISCONSIN LOCALIQ	EMERGENCY GENERATOR BID	448.00	100-57140-000-810	Equipment
01/22/2025	21154	HAWKINS INC - ACH	PSI VALVE, ECH, LIQUI SYSTEMS	3,983.71	610-53700-000-631	Treatment-Chemicals
01/22/2025	21155	HELLER SAFETY SOLUTIONS LLC	GRANDPARENTS GETTING STARTED	200.00	100-55350-000-140	Program Instructors
01/22/2025	21156	INFOSEND INC - ACH	UB PROCESSING - DEC 2024	678.72	610-53700-000-903	Accounting Supplies & Expenses
01/22/2025	21156	INFOSEND INC - ACH	UB PROCESSING - DEC 2024	678.51	620-53610-100-215	Accountant
01/22/2025	21156	INFOSEND INC - ACH	UB PROCESSING - DEC 2024	678.51	640-53650-000-310	Office Supplies
01/22/2025	21157	KAHLER SLATER INC.-ACH	VP BLDG DESIGN - RIDGE BLDG	48,940.00	100-57620-000-820	Improvements



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01/22/2025	21157	KAHLER SLATER INC.-ACH	VP BLDG DESIGN - PARK MAINT BLDG	30,060.00	100-57620-000-820	Improvements
01/22/2025	21158	NORTH SHORE BANK FSB - ACH	DEFERRED COMPENSATION 5/15/2020	1,883.23	100-21520	North Shore Withheld
01/22/2025	21158	NORTH SHORE BANK FSB - ACH	DEFERRED COMPENSATION 5/15/2020	61.92	100-14500	Due from Haass Library
01/22/2025	21159	POMP'S TIRE SERVICE INC - ACH	LIGHT TRUCK REPAIR	36.80	100-53311-000-244	Maint--Vehicle
01/22/2025	21160	SWEET LUNA LLC - ACH	COOKIE DECORATING CLASS	720.00	100-55350-000-390	Expenses
01/30/2025	21161	BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	128.12	100-52200-000-342	Medical Supplies
01/30/2025	21162	E.H. WOLF & SONS INC-SLINGER	NO LEAD GASOLINE	607.66	100-16110	Inventory
01/30/2025	21162	E.H. WOLF & SONS INC-SLINGER	BLENDED DIESEL	369.87	100-16120	Diesel Inventory
01/30/2025	21162	E.H. WOLF & SONS INC-SLINGER	FUEL OIL - LYONS BLDG	1,035.07	100-55200-000-239	Gasoline & Diesel
01/30/2025	21162	E.H. WOLF & SONS INC-SLINGER	NO LEAD GASOLINE	369.54	100-16110	Inventory
01/30/2025	21162	E.H. WOLF & SONS INC-SLINGER	BLENDED DIESEL-GARAGE	272.25	100-16120	Diesel Inventory
01/30/2025	21163	FAMILY STRONG INC. - ACH	SKILLZ MARTIAL ARTS 1/7, 1/14, 1/21	498.75	100-55350-000-140	Program Instructors
01/30/2025	21164	GRAINGER - ACH	CLAMP CUSHIONED EPDM	44.95	100-53311-000-244	Maint--Vehicle
01/30/2025	21165	HAWKINS INC - ACH	AZONE	2,467.08	610-53700-000-631	Treatment-Chemicals
01/30/2025	21166	NORTH SHORE BANK FSB - ACH	DEFERRED COMPENSATION 1/4/2025-1/17/2025	1,883.23	100-21520	North Shore Withheld
01/30/2025	21166	NORTH SHORE BANK FSB - ACH	DEFERRED COMPENSATION 1/4/2025-1/17/2025	61.92	100-14500	Due from Haass Library
01/30/2025	21167	POMP'S TIRE SERVICE INC - ACH	TRUCK REPAIR	92.00	100-53311-000-244	Maint--Vehicle
01/30/2025	21168	RUEKERT & MIELKE - ACH	REDFORD HILLS S/D	2,420.24	100-51491-000-216	Engineering
01/30/2025	21168	RUEKERT & MIELKE - ACH	2025 GIS ANNUAL SERVIES	24,240.00	100-16210	Prepaid Items
01/30/2025	21168	RUEKERT & MIELKE - ACH	REALIGN STORM PIPE, MOVE STORM MANHOL	233.25	410-57331-000-216	Engineering
01/30/2025	21168	RUEKERT & MIELKE - ACH	REDFORD HILLS S/D	645.75	100-51491-000-216	Engineering
01/02/2025	68539	TATREAU, AMANDA	REFUND TAX OVERAGE	174.93	100-21910	Tax Check Change
01/02/2025	68540	JEST, ANNINA	REIMBURSEMENT - RECITAL MUSIC	20.69	100-55350-200-390	DANCE Expenses
01/02/2025	68541	KNAPP, MICHAEL OR MICHELLE	REFUND - DEPOSIT	150.00	100-23410	Rent Deposits
01/02/2025	68542	MISSION SQUARE	DEF COMP #302052 VILLAGE OF SUSSEX	308.41	100-14500	Due from Haass Library
01/02/2025	68542	MISSION SQUARE	DEF COMP #302052 VILLAGE OF SUSSEX	2,215.51	100-21521	ICMA Withheld
01/02/2025	68543	KATHLEEN A DOWNEY DBA:	CHAIR YOGA	120.00	100-55350-000-140	Program Instructors
01/02/2025	68543	KATHLEEN A DOWNEY DBA:	GENTLE YOGA	120.00	100-55350-000-140	Program Instructors
01/09/2025	68544	AARONIN STEEL SALES INC.	TUBING	13.80	100-53311-000-240	Maint--Equipment
01/09/2025	68546	ADVENTURE ROCK	2025 NNO ROCK WALL - NNO DONATIONS PATRI	600.00	100-55202-000-403	Special Events
01/09/2025	68547	DZIEDZIC, ANTHONY M	REFUND TAX OVERAGE	180.72	100-21910	Tax Check Change
01/09/2025	68548	BRACKMANN, LINDA	REFUND TAX OVERAGE	283.95	100-21910	Tax Check Change
01/09/2025	68549	CIOLKOSZ, SHERRI	WATER SOFTENER REPLACEMENT REBATE	200.00	620-53610-300-247	Maint-- Softener Replacement
01/09/2025	68550	CRAIG D CHILDS PHD S.C.	PSYCHOLOGICAL EXAM - WB	500.00	100-52200-000-390	Expenses
01/09/2025	68551	EVERT HOLDINGS LOCUST LLC	REFUND TAX OVERAGE	76.05	100-21910	Tax Check Change
01/09/2025	68552	FLOCK GROUP INC	FLOCK SAFETY FALCON - 4	10,000.00	100-52100-000-390	Expenses
01/09/2025	68553	GLOBAL WATER TECHNOLOGY INC.	CLOSED SYSTEM TREATMENT INHIBITOR	220.40	100-14500	Due from Haass Library
01/09/2025	68554	GREENFEATHER SEVEN LLC	REFUND TAX OVERAGE	6,497.03	100-21910	Tax Check Change
01/09/2025	68555	HAUSMAN, SCOTT A	REFUND TAX OVERAGE	4,500.34	100-21910	Tax Check Change
01/09/2025	68556	HELM SERVICE	GRIT ROOM EXHAUST FAN NOT WORKING	1,314.38	620-53610-100-249	Maint--General Plant

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01/09/2025	68556	HELM SERVICE	BOILER DOWN - PHPL	387.75	100-14500	Due from Haass Library
01/09/2025	68556	HELM SERVICE	INSTALL WATER TREATMENT SYSTEM - PHPL	1,785.18	100-14500	Due from Haass Library
01/09/2025	68557	MARTIN, MICHAEL	REFUND TAX OVERAGE	177.82	100-21910	Tax Check Change
01/09/2025	68558	MID CITY CORPORATION	REPAIR WATER MAIN BREAK - CLOVER	29,078.38	610-53700-000-651	Maint of Mains
01/09/2025	68559	MUNICIPAL LAW & LITIGATION	ATTORNEY FEES - OPINIONS	2,587.80	100-51300-000-211	Legal Fees--Opinions
01/09/2025	68559	MUNICIPAL LAW & LITIGATION	ATTORNEY FEES - TRAFFIC	1,809.30	100-51300-000-210	Legal Fees--Traffic
01/09/2025	68560	PITNEY BOWES BANK INC	POSTAGE	105.00	100-51410-000-310	Office Supplies
01/09/2025	68560	PITNEY BOWES BANK INC	POSTAGE	600.00	100-51420-000-310	Office Supplies
01/09/2025	68560	PITNEY BOWES BANK INC	POSTAGE	225.00	100-51491-000-310	Office Supplies
01/09/2025	68560	PITNEY BOWES BANK INC	POSTAGE	105.00	100-51510-000-310	Office Supplies
01/09/2025	68560	PITNEY BOWES BANK INC	POSTAGE	60.00	100-52200-000-345	Supplies
01/09/2025	68560	PITNEY BOWES BANK INC	POSTAGE	225.00	100-52400-000-390	Expenses
01/09/2025	68560	PITNEY BOWES BANK INC	POSTAGE	105.00	100-53311-000-345	Supplies
01/09/2025	68560	PITNEY BOWES BANK INC	POSTAGE	75.00	100-55200-000-310	Office Supplies
01/09/2025	68560	PITNEY BOWES BANK INC	POSTAGE	600.00	100-55300-000-310	Office Supplies
01/09/2025	68560	PITNEY BOWES BANK INC	POSTAGE	390.00	610-53700-000-921	Office Supplies & Expenses
01/09/2025	68560	PITNEY BOWES BANK INC	POSTAGE	390.00	620-53610-100-310	Office Supplies
01/09/2025	68560	PITNEY BOWES BANK INC	POSTAGE	120.00	640-53650-000-310	Office Supplies
01/09/2025	68561	RICE, CURTIS &	REFUND TAX OVERAGE	1,348.67	100-21910	Tax Check Change
01/09/2025	68562	DECRISTOFARO, RICHARD OR LINDA	REFUND TAX OVERAGE	163.89	100-21910	Tax Check Change
01/09/2025	68563	TITAN PUBLIC SAFETY SOLUTIONS	TIPPS PARKING ANNUAL SUPPORT-2025	1,882.00	100-52100-000-390	Expenses
01/09/2025	68564	FRANCIS, TODD	WATER SOFTENER REPLACEMENT REBATE	200.00	620-53610-300-247	Maint-- Softener Replacement
01/09/2025	68565	UTILITY SERVICE COMPANY	PEDISPHERE PLANT TANK	735.25	610-53700-000-650	Maint of Distribution System
01/09/2025	68565	UTILITY SERVICE COMPANY	PEDISPHERE WOODSIDE TANK	656.25	610-53700-000-650	Maint of Distribution System
01/09/2025	68565	UTILITY SERVICE COMPANY	STANDPIPE	868.50	610-53700-000-650	Maint of Distribution System
01/09/2025	68566	VILLAGE OF RICHFIELD	JAN 2025 BUILDING INSPECTION CONTRACT	10,493.85	100-52400-000-290	Contractual Fees
01/09/2025	68567	VISU-SEWER INC.	SANITARY SEWER MAINT CLEANING-FINAL	20,060.57	620-53610-200-241	Maint--Collection System
01/09/2025	68568	WAUKESHA COUNTY - CENTER FOR	ECONOMIC DEV COOP FUNDING 2025	7,204.00	100-56700-000-290	Contractual Fees
01/09/2025	68569	WAUKESHA COUNTY PW ASSOC	MEMBERSHIP RENEWAL 2025	20.00	100-53311-000-390	Expenses
01/09/2025	68569	WAUKESHA COUNTY PW ASSOC	MEMBERSHIP RENEWAL 2025	20.00	610-53700-000-930	Misc General Expenses
01/09/2025	68569	WAUKESHA COUNTY PW ASSOC	MEMBERSHIP RENEWAL 2025	20.00	620-53610-100-345	Supplies
01/09/2025	68569	WAUKESHA COUNTY PW ASSOC	MEMBERSHIP RENEWAL 2025	20.00	640-53650-000-324	Schooling & Dues
01/09/2025	68570	WAUKESHA CTY TREAS-RM148	2024 3RD QTR POLICE SERVICES - OT HOURS	11,725.13	100-52100-000-290	Contractual Fees
01/09/2025	68571	WAUKESHA LANDSCAPE SUPPLY LLC	ON SITE GRINDING	22,200.00	100-53635-000-290	Contractual Fees
01/09/2025	68572	WCMA	MEMBERSHIP RENEWAL 2025 - JS	131.26	100-51410-000-390	Expenses
01/09/2025	68572	WCMA	MEMBERSHIP RENEWAL 2025 - JS	65.62	610-53700-000-930	Misc General Expenses
01/09/2025	68572	WCMA	MEMBERSHIP RENEWAL 2025 - JS	65.62	620-53610-100-345	Supplies
01/09/2025	68573	WI DEPT OF JUSTICE - 93970	BACKGROUND CHECKS	28.00	100-000-44120	Operator s Licenses
01/09/2025	68573	WI DEPT OF JUSTICE - 93970	BACKGROUND CHECKS	161.00	100-000-44124	Peddler s Licenses
01/09/2025	68573	WI DEPT OF JUSTICE - 93970	BACKGROUND CHECKS	7.00	100-53311-000-390	Expenses

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01/09/2025	68574	WI DEPT OF REVENUE-MANUF FEE	MANUFACTURING FEE	9,751.72	100-51530-000-390	Expenses
01/09/2025	68575	WRWA	SYSTEM MEMBERSHIP RENEWAL - 2025	650.00	610-53700-000-930	Misc General Expenses
01/22/2025	68576	BAZAAR FACTORY OUTLET DBA:	ROLLER SHADE & SCREEN	923.98	100-51600-000-242	Maint--Bldg & Facilities
01/22/2025	68577	BURKE TRUCK & EQUIPMENT	LIGHT, BEARING, BOLT KIT	792.56	100-53311-000-244	Maint--Vehicle
01/22/2025	68577	BURKE TRUCK & EQUIPMENT	STROBE TOP LIGHT	570.54	100-53311-000-244	Maint--Vehicle
01/22/2025	68578	CIVIC PLUS, LLC	CIVIC REC & CP PAY ANNUAL FEES	6,772.80	100-55300-000-340	Data Processing Services
01/22/2025	68579	CIVIC SYSTEMS LLC	CLOUD HOSTING SUPPORT & MAINT	10,593.87	100-51430-000-397	Licensing Costs
01/22/2025	68579	CIVIC SYSTEMS LLC	CLOUD HOSTING SUPPORT & MAINT	3,073.96	610-53700-000-923	Outside Services Employed
01/22/2025	68579	CIVIC SYSTEMS LLC	CLOUD HOSTING SUPPORT & MAINT	2,952.39	620-53610-100-212	Outside Services
01/22/2025	68579	CIVIC SYSTEMS LLC	CLOUD HOSTING SUPPORT & MAINT	746.78	640-53650-000-340	Data Processing Services
01/22/2025	68580	CONTREE SPRAYER & EQUIPMENT CO LLC	FLANGE, NIPPLE, BUSHING	156.68	100-53311-000-240	Maint--Equipment
01/22/2025	68581	DEMLANG BUILDERS	OCC BD REF: N55W25308 CRESCENT HILL DR	100.00	100-23230	Occupancy Deposits
01/22/2025	68582	GOLDBERG, FAITH	WATER SOFTENER REPLACEMENT REBATE	200.00	620-53610-300-247	Maint-- Softener Replacement
01/22/2025	68583	FERGUSON WATERWORKS #1476	ALL SS REP CLMP	400.12	610-53700-000-651	Maint of Mains
01/22/2025	68584	HAMILTON SCHOOL DISTRICT	TENNIS LESSONS 64-7-16-2024	440.00	100-55350-000-140	Program Instructors
01/22/2025	68584	HAMILTON SCHOOL DISTRICT	TENNIS LESSONS 7/18/2024-8/8/2024	240.00	100-55350-000-140	Program Instructors
01/22/2025	68584	HAMILTON SCHOOL DISTRICT	TENNIS LESSONS 8/29/2024	16.25	100-55350-000-140	Program Instructors
01/22/2025	68584	HAMILTON SCHOOL DISTRICT	TENNIS LESSON 8/27/2024	40.00	100-55350-000-140	Program Instructors
01/22/2025	68585	HARBOR HOMES	ST BD REF: N65W25255 & N65W25257 HEAVENL	2,000.00	100-23220	Road Cleaning Deposits
01/22/2025	68585	HARBOR HOMES	LS BD REF: N65W25255 & N65W25257 HEAVENL	400.00	100-23240	Landscaping/Erosion Deposits
01/22/2025	68585	HARBOR HOMES	ST BD REF: N65W25313 & N65W25315 HEAVENL	2,000.00	100-23220	Road Cleaning Deposits
01/22/2025	68585	HARBOR HOMES	LS BD REF: N65W25313 & N65W25315 HEAVENL	400.00	100-23240	Landscaping/Erosion Deposits
01/22/2025	68585	HARBOR HOMES	OCC BD REF: N66W25556 ALPINE DR	100.00	100-23230	Occupancy Deposits
01/22/2025	68585	HARBOR HOMES	ST BD REF: N66W25415 ALPINE DR	2,400.00	100-23240	Landscaping/Erosion Deposits
01/22/2025	68586	HELM SERVICE	MAINT & REPAIR LEAK WASTEWATER	1,975.48	620-53610-100-249	Maint--General Plant
01/22/2025	68587	HY-TEC POWDER COATING	BLAST & POWDER COAT -VISTA RUN	3,900.00	100-57620-000-820	Improvements
01/22/2025	68588	KAEREK HOMES INC.	ST BD REF: N73W23604 CRAVEN DR	2,400.00	100-23240	Landscaping/Erosion Deposits
01/22/2025	68588	KAEREK HOMES INC.	OCC BD REF: N75W24634	100.00	100-23230	Occupancy Deposits
01/22/2025	68589	KURITA AMERICA INC.	MEDIA MESH, GASKET	18,939.60	610-53700-000-955	Pumping-Maint of Equipment
01/22/2025	68590	LIFE ASSIST INC	MEDICAL SUPPLIES	232.00	100-52200-000-342	Medical Supplies
01/22/2025	68591	MID CITY CORPORATION	CATCH BASIN REPAIRS	19,170.00	640-53650-000-234	Maint--Catch Basins
01/22/2025	68592	MISSION SQUARE	DEFERRED COMPENSATION #302052 VOS	308.41	100-14500	Due from Haass Library
01/22/2025	68592	MISSION SQUARE	DEFERRED COMPENSATION #302052 VOS	2,215.51	100-21521	ICMA Withheld
01/22/2025	68593	MOODYS INVESTORS SERVICE	ANNUAL FEE STORMWATER	500.00	640-53650-000-290	Contractual Fees
01/22/2025	68594	MOTION & CONTROL ENTERPRISES	CRIMP HOSE ASSEMBLY	106.38	100-53311-000-244	Maint--Vehicle
01/22/2025	68595	NEWPORT NETWORK SOLUTIONS INC	ELECTRONIC DOOR SOFTWARE UPGRADE	16,732.78	100-57190-000-810	Equipment
01/22/2025	68595	NEWPORT NETWORK SOLUTIONS INC	ANNUAL SUBSCRIPTION 32 DOORS	2,177.76	100-57190-000-810	Equipment
01/22/2025	68596	PRESTWICK GROUP	TREE REIEMBURSEMENT	2,980.13	410-23250	Special Deposits
01/22/2025	68597	R & R INSURANCE SERVICES INC	INSURANCE-PACKAGE LWMMI	47.49	100-51410-000-510	Insurance
01/22/2025	68597	R & R INSURANCE SERVICES INC	INSURANCE-PACKAGE LWMMI	77.17	100-51420-000-510	Insurance

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01/22/2025	68597	R & R INSURANCE SERVICES INC	INSURANCE-PACKAGE LWMMI	90.49	100-51430-000-510	Insurance
01/22/2025	68597	R & R INSURANCE SERVICES INC	INSURANCE-PACKAGE LWMMI	65.98	100-51510-000-510	Insurance
01/22/2025	68597	R & R INSURANCE SERVICES INC	INSURANCE-PACKAGE LWMMI	203.07	100-51600-000-510	Insurance
01/22/2025	68597	R & R INSURANCE SERVICES INC	INSURANCE-PACKAGE LWMMI	4,009.46	100-51938-000-510	Insurance
01/22/2025	68597	R & R INSURANCE SERVICES INC	INSURANCE-PACKAGE LWMMI	392.25	100-55300-000-510	Insurance
01/22/2025	68597	R & R INSURANCE SERVICES INC	INSURANCE-PACKAGE LWMMI	472.17	100-14500	Due from Haass Library
01/22/2025	68597	R & R INSURANCE SERVICES INC	INSURANCE-PACKAGE LWMMI	187.46	640-53650-000-510	Insurance
01/22/2025	68597	R & R INSURANCE SERVICES INC	INSURANCE-PACKAGE LWMMI	157.74	100-51491-000-510	Insurance
01/22/2025	68597	R & R INSURANCE SERVICES INC	INSURANCE-PACKAGE LWMMI	1,020.86	610-53700-000-924	Property Insurance
01/22/2025	68597	R & R INSURANCE SERVICES INC	INSURANCE-PACKAGE LWMMI	1,386.40	620-53610-100-510	Insurance
01/22/2025	68597	R & R INSURANCE SERVICES INC	INSURANCE-PACKAGE LWMMI	2,943.90	100-53311-000-510	Insurance
01/22/2025	68597	R & R INSURANCE SERVICES INC	INSURANCE-PACKAGE LWMMI	1,783.11	100-52100-000-510	Insurance
01/22/2025	68597	R & R INSURANCE SERVICES INC	INSURANCE-PACKAGE LWMMI	3,834.19	100-52200-000-510	Insurance
01/22/2025	68597	R & R INSURANCE SERVICES INC	INSURANCE-PACKAGE LWMMI	116.69	100-52400-000-510	Insurance
01/22/2025	68597	R & R INSURANCE SERVICES INC	INSURANCE-PACKAGE LWMMI	40.22	100-56700-000-510	Insurance
01/22/2025	68597	R & R INSURANCE SERVICES INC	INSURANCE-PACKAGE LWMMI	847.10	100-55200-000-510	Insurance
01/22/2025	68597	R & R INSURANCE SERVICES INC	INSURANCE - WC 2025 INSTALLMENT	863.03	100-51410-000-510	Insurance
01/22/2025	68597	R & R INSURANCE SERVICES INC	INSURANCE - WC 2025 INSTALLMENT	659.95	100-51420-000-510	Insurance
01/22/2025	68597	R & R INSURANCE SERVICES INC	INSURANCE - WC 2025 INSTALLMENT	449.50	100-51430-000-510	Insurance
01/22/2025	68597	R & R INSURANCE SERVICES INC	INSURANCE - WC 2025 INSTALLMENT	633.88	100-51510-000-510	Insurance
01/22/2025	68597	R & R INSURANCE SERVICES INC	INSURANCE - WC 2025 INSTALLMENT	747.24	100-51600-000-510	Insurance
01/22/2025	68597	R & R INSURANCE SERVICES INC	INSURANCE - WC 2025 INSTALLMENT	2,342.97	100-53311-000-510	Insurance
01/22/2025	68597	R & R INSURANCE SERVICES INC	INSURANCE - WC 2025 INSTALLMENT	312.92	100-51491-000-510	Insurance
01/22/2025	68597	R & R INSURANCE SERVICES INC	INSURANCE - WC 2025 INSTALLMENT	1,408.09	640-53650-000-510	Insurance
01/22/2025	68597	R & R INSURANCE SERVICES INC	INSURANCE - WC 2025 INSTALLMENT	1,605.25	610-53700-000-924	Property Insurance
01/22/2025	68597	R & R INSURANCE SERVICES INC	INSURANCE - WC 2025 INSTALLMENT	4,253.81	620-53610-100-510	Insurance
01/22/2025	68597	R & R INSURANCE SERVICES INC	INSURANCE - WC 2025 INSTALLMENT	916.50	100-14500	Due from Haass Library
01/22/2025	68597	R & R INSURANCE SERVICES INC	INSURANCE - WC 2025 INSTALLMENT	363.87	100-52100-000-510	Insurance
01/22/2025	68597	R & R INSURANCE SERVICES INC	INSURANCE - WC 2025 INSTALLMENT	8,179.12	100-52200-000-510	Insurance
01/22/2025	68597	R & R INSURANCE SERVICES INC	INSURANCE - WC 2025 INSTALLMENT	285.44	100-52400-000-510	Insurance
01/22/2025	68597	R & R INSURANCE SERVICES INC	INSURANCE - WC 2025 INSTALLMENT	700.95	100-56700-000-510	Insurance
01/22/2025	68597	R & R INSURANCE SERVICES INC	INSURANCE - WC 2025 INSTALLMENT	2,518.88	100-55200-000-510	Insurance
01/22/2025	68597	R & R INSURANCE SERVICES INC	INSURANCE - WC 2025 INSTALLMENT	3,255.60	100-55300-000-510	Insurance
01/22/2025	68598	SINGER, JOAN	REF CANCELED SYMPHONY TRIP	122.77	100-26110	Unearned Revenue
01/22/2025	68599	THE GOAT BAR & GRILL BAM WI LLC	ECONOMIC GROWTH GRANT	5,000.00	630-56600-000-429	Loans & Grants
01/22/2025	68600	THE MAREK GROUP INC	BASEBALL T SHIRTS	853.13	100-55350-000-140	Program Instructors
01/22/2025	68601	TIM O'BRIEN HOMES	ST BD REF: W254N6592 ASPEN CT	2,400.00	100-23240	Landscaping/Erosion Deposits
01/22/2025	68601	TIM O'BRIEN HOMES	ST BD REF: W254N6585 ASPEN CT	2,400.00	100-23240	Landscaping/Erosion Deposits
01/22/2025	68601	TIM O'BRIEN HOMES	ST BD REF: N66W25583 ALPINE DR	2,400.00	100-23240	Landscaping/Erosion Deposits
01/22/2025	68601	TIM O'BRIEN HOMES	ST BD REF: N66W25562 BEAVER CREEK LN	2,400.00	100-23240	Landscaping/Erosion Deposits

Check Issue Date	Check Number	Merchant Name	Description	Amount	Invoice GL Account	Invoice GL Account Title
01/22/2025	68602	UNEMPLOYMENT INSURANCE	UNEMPLOYMENT COUPON #13633920	445.00	100-55200-000-155	Unemployment Compensation
01/22/2025	68603	VERIZON WIRELESS	HOT SPOT - PK GARAGE	40.01	100-55200-000-220	Utilities--Telephone
01/22/2025	68603	VERIZON WIRELESS	HOT SPOT - ARMORY PK	40.01	100-55200-000-220	Utilities--Telephone
01/22/2025	68603	VERIZON WIRELESS	HOT SPOT - MADELINE PK	40.01	100-55200-000-220	Utilities--Telephone
01/22/2025	68604	WALDSCHMIDTS TOWN & COUNTRY	OIL, AIR FILTER, FUEL FILTER	177.16	100-55200-000-240	Maint--Equipment
01/22/2025	68605	WAUKESHA COUNTY - CLERK	DOG LIC	1,680.75	100-54100-000-397	Licensing Costs
01/22/2025	68606	WAUKESHA COUNTY TREASURER	2025 TRUNKED RADIO COST	2,502.49	100-52200-000-246	Maint--Radio
01/22/2025	68607	WAUKESHA CTY EMERGENCY MGMT	ID CARD - J MERKEL	1.08	100-52200-000-390	Expenses
01/30/2025	68608	CEDAR CORPORATION	VILLAGE PARK PROJECT	1,781.25	410-57331-000-216	Engineering
01/30/2025	68608	CEDAR CORPORATION	VILLAGE PARK PROJECTS	5,721.98	410-57331-000-216	Engineering
01/30/2025	68609	DIGGERS HOTLINE INC.	DIGGERS HOTLINE	1,525.10	610-53700-000-641	Operation Supplies & Expenses
01/30/2025	68609	DIGGERS HOTLINE INC.	DIGGERS HOTLINE	1,525.10	620-53610-100-212	Outside Services
01/30/2025	68610	EMERYS	NEW BIKE CHECK UP	59.98	100-52100-000-390	Expenses
01/30/2025	68611	MIDWEST METER INC	ANNUAL UTILITY FIELD, METER, TECHNICAL SU	1,900.00	610-53700-000-935	Maint--Genl Plant & Equip
01/30/2025	68612	MISSION SQUARE	MISSION SQUARE	308.41	100-14500	Due from Haass Library
01/30/2025	68612	MISSION SQUARE	MISSION SQUARE	3,270.44	100-21521	ICMA Withheld
01/30/2025	68613	PFEIFER, JASON D DBA:	REPLACE LOCK RING ON GARAGE DOOR	550.00	100-53311-000-242	Maint--Bldg & Facilities
01/30/2025	68614	PIGGLY WIGGLY - NEW	HOLIDAY DINNER PARTY	6.78	100-54600-000-405	Program Expenses
01/30/2025	68615	POWRTEK ENGINEERING INC.	DESIGN EMERGENCY GENERATORS - PSB, GA	675.00	100-57140-000-820	Improvements
01/30/2025	68616	STRAND ASSOCIATES INC	SCADA ONGOING MAINTENANCE	3,394.83	610-53700-000-935	Maint--Genl Plant & Equip
01/30/2025	68617	TRI-COUNTY WATERWORKS ASSOC.	REGISTRATION DAN P, JEFF C, BEN H, JACOB M	120.00	610-53700-000-930	Misc General Expenses
01/30/2025	68618	TROTTER & ASSOCIATES INC.	2025 SPCF UPGRADES	10,074.04	620-18716	Const In Progress - Sewer Proj
01/30/2025	68619	VISU-SEWER INC.	SEWAGE COLLECTION SYSTEM REPAIRS	23,781.50	620-53610-200-241	Maint--Collection System
01/30/2025	68620	WAUKESHA CTY TREAS-RM148	DEC 2024 PRISONER HOUSING	21.51	100-52100-000-290	Contractual Fees
01/30/2025	68620	WAUKESHA CTY TREAS-RM148	JANUARY 2025 POLICE SERVICES	183,174.77	100-52100-000-290	Contractual Fees
01/30/2025	68621	WI DEPT OF JUSTICE - TIME	TIME ACCESS 1/1/2025-3/31/2025	180.00	100-52100-000-390	Expenses
01/30/2025	68622	WI EMERGENCY MANAGEMENT988	CHEMICAL TESTING	275.00	620-53610-100-349	Other Operating Supplies
01/30/2025	68623	WILLIAM REID	LEAK DUE TO BAD HOSE CLAMP	535.98	100-55200-000-242	Maint--Bldg & Facilities
Grand Totals:				740,626.42		



Posting Date	Merchant Name	Transaction Amount	Name
12/12/2024	WISCONSIN PARK AND RECREA	\$40.00	CHARLOTTE ABT
12/16/2024	AMAZON MKTPL*Z13LW2LL0	\$119.88	CHARLOTTE ABT
12/18/2024	AMAZON.COM*Z14F761K1	\$320.97	CHARLOTTE ABT
12/19/2024	AMAZON MKTPL*Z18TI8MN1	\$49.08	CHARLOTTE ABT
12/23/2024	A WISH COME TRUE	\$60.99	CHARLOTTE ABT
12/23/2024	COSTCO WHSE #1101	\$104.55	CHARLOTTE ABT
1/8/2025	AMAZON MKTPL*Z583984X2	\$228.49	CHARLOTTE ABT
1/9/2025	AMAZON MKTPL*ZP74T17V1	\$100.92	CHARLOTTE ABT
1/10/2025	WEISSMAN'S THEATRICAL SU	\$55.17	CHARLOTTE ABT
1/10/2025	AMZN MKTP US*Z59VI5AZ2	\$15.69	CHARLOTTE ABT
1/10/2025	AMAZON MKTPL*ZD2O47580	\$34.99	CHARLOTTE ABT
12/11/2024	THE THIRSTY DUCK	\$63.57	SCOTT ASCHER
1/8/2025	LAKESIDE INTERNATIONAL	(\$225.41)	SCOTT ASCHER
1/8/2025	LAKESIDE INTERNATIONAL	\$32.99	SCOTT ASCHER
12/13/2024	AMZN MKTP US*Z19591CR2	\$16.81	JENNIFER BAHNAMAN
12/13/2024	AMAZON MKTPL*ZX97D2N01	\$24.99	JENNIFER BAHNAMAN
12/16/2024	AMAZON RETA* Z10357LE0	\$32.17	JENNIFER BAHNAMAN
12/16/2024	AMAZON RETA* Z12ZU92I2	\$6.99	JENNIFER BAHNAMAN
12/17/2024	METRO MARKET #380	\$66.40	JENNIFER BAHNAMAN
12/19/2024	MOBILE BEACON	\$720.00	JENNIFER BAHNAMAN
12/20/2024	WISCONSIN PARK AND RECREA	\$400.00	JENNIFER BAHNAMAN
12/23/2024	AMAZON MKTPL*Z94IZ8TI0	\$15.99	JENNIFER BAHNAMAN
12/23/2024	KALAHARI RESORT - WI ECOM	\$121.00	JENNIFER BAHNAMAN
12/23/2024	AMAZON MKTPL*Z92SX9FZ1	\$345.22	JENNIFER BAHNAMAN
12/23/2024	KAF*BAKER'S CATALOG	\$25.00	JENNIFER BAHNAMAN
12/23/2024	KAF*BAKER'S CATALOG	\$25.00	JENNIFER BAHNAMAN
12/23/2024	KAF*BAKER'S CATALOG	\$25.00	JENNIFER BAHNAMAN
12/23/2024	KAF*BAKER'S CATALOG	\$25.00	JENNIFER BAHNAMAN
12/30/2024	AMAZON MKTPL*ZE15E0N91	\$6.99	JENNIFER BAHNAMAN
1/6/2025	AMAZON MKTPL*PLACE PMTS	(\$79.88)	JENNIFER BAHNAMAN
1/6/2025	AMAZON MKTPL*ZD5TS95T2	\$43.54	JENNIFER BAHNAMAN
1/6/2025	AMAZON RETA* ZP8947U00	\$48.69	JENNIFER BAHNAMAN
1/7/2025	MILW ART MUSEUM	\$600.00	JENNIFER BAHNAMAN
1/7/2025	INTL CRANE FDN.	\$60.00	JENNIFER BAHNAMAN
1/7/2025	GREEN BAY PACKERS INC	\$105.50	JENNIFER BAHNAMAN
1/7/2025	AMAZON MKTPL*ZD6T88IO2	\$88.97	JENNIFER BAHNAMAN
1/8/2025	AMAZON MKTPL*ZD5UH3NB0	\$9.69	JENNIFER BAHNAMAN
1/10/2025	DBC*BLICK ART MATERIAL	\$68.44	JENNIFER BAHNAMAN
12/16/2024	DSPS E SERVICE FEE REN	\$4.39	JONATHAN S BAUMANN
12/16/2024	WI DSPS LICENSURE	\$195.00	JONATHAN S BAUMANN
12/18/2024	AMAZON MKTPL*Z11C62Q10	\$105.99	THOMAS A BERRES
1/7/2025	AMAZON MKTPL*ZD1C57NN0	\$12.57	THOMAS A BERRES
1/10/2025	AMAZON.COM*ZD2MH1MG0	\$12.38	THOMAS A BERRES
12/17/2024	COSTCO WHSE #1101	\$53.94	JENNIFER BOEHM
12/19/2024	AMAZON MKTPL*Z99MY6XL2	\$22.95	JENNIFER BOEHM
12/30/2024	AMAZON MKTPL*ZP2DF2V72	\$123.94	JENNIFER BOEHM
12/23/2024	BAKER & TAYLOR - BOOKS	\$1,360.12	PHPL BOOKS
12/23/2024	BAKER & TAYLOR - BOOKS	\$216.27	PHPL BOOKS
12/23/2024	BAKER & TAYLOR - BOOKS	\$107.86	PHPL BOOKS
12/23/2024	BAKER & TAYLOR - BOOKS	\$957.85	PHPL BOOKS
12/23/2024	BAKER & TAYLOR - BOOKS	\$176.18	PHPL BOOKS
12/23/2024	BAKER & TAYLOR - BOOKS	\$7.19	PHPL BOOKS
12/23/2024	BAKER & TAYLOR - BOOKS	\$310.17	PHPL BOOKS
12/23/2024	BAKER & TAYLOR - BOOKS	\$1,735.14	PHPL BOOKS
12/11/2024	AMAZON MKTPL*ZX0VI4G82	\$27.34	HALIE DOBBECK
12/12/2024	AMAZON MKTPL*ZR6R79SB1	\$32.99	HALIE DOBBECK
12/12/2024	AMZN MKTP US*ZX9R713A0	\$550.76	HALIE DOBBECK

Posting Date	Merchant Name	Transaction Amount	Name
12/16/2024	KALAHARI RESORT - WI	\$121.00	HALIE DOBBECK
12/16/2024	AMAZON MKTPL*ZX0CA6IX0	\$1,073.78	HALIE DOBBECK
12/19/2024	ULINE *SHIP SUPPLIES	\$1,100.98	HALIE DOBBECK
12/30/2024	TST* NOTHING BUNDT CAKES	\$32.08	HALIE DOBBECK
1/2/2025	HOBBY LOBBY #621	\$25.20	HALIE DOBBECK
12/12/2024	SP FABRICLA.COM	\$143.96	TERESA DOUGLAS
12/19/2024	WISCONSIN LIBRARY ASSOCIA	\$183.00	TERESA DOUGLAS
12/30/2024	SQ *BOOKS & COMPANY	\$25.00	TERESA DOUGLAS
12/31/2024	SP YOTO USA	\$492.33	TERESA DOUGLAS
1/3/2025	SP RAYMOND GEDDES CO.	\$58.38	TERESA DOUGLAS
1/6/2025	AMAZON RETA* ZD19U8AN2	\$29.98	TERESA DOUGLAS
1/6/2025	SP BAKKENBOOKS	\$63.08	TERESA DOUGLAS
1/6/2025	SP YOTO USA	\$603.55	TERESA DOUGLAS
1/6/2025	LIBRARYJOURNALS LLC	\$159.99	TERESA DOUGLAS
1/6/2025	SP TONIES US	\$129.93	TERESA DOUGLAS
1/7/2025	AMAZON MKTPL*ZD2928K42	\$73.97	TERESA DOUGLAS
1/7/2025	AMAZON MKTPL*ZP7JU5XH1	\$38.98	TERESA DOUGLAS
1/7/2025	AMAZON MKTPL*ZP2EW4XN1	\$44.94	TERESA DOUGLAS
1/7/2025	AMAZON MKTPL*ZP1EW3XN1	\$38.07	TERESA DOUGLAS
1/8/2025	IKEA OAK CREEK	\$57.09	TERESA DOUGLAS
1/9/2025	SP YOTO USA	(\$31.49)	TERESA DOUGLAS
1/9/2025	AMAZON MKTPL*ZP1KE3XA1	\$66.59	TERESA DOUGLAS
1/9/2025	AMAZON MKTPL*ZD6IV1C10	\$36.76	TERESA DOUGLAS
1/10/2025	AMZN MKTP US*ZP1RO0IH1	\$86.70	TERESA DOUGLAS
1/10/2025	AMAZON MKTPL*ZP3JN9IJ1	\$28.38	TERESA DOUGLAS
1/10/2025	AMAZON MKTPL*ZD5GZ4MJ0	\$41.84	TERESA DOUGLAS
1/10/2025	AMAZON MKTPL*Z54072EM2	\$79.96	TERESA DOUGLAS
1/10/2025	AMAZON MKTPL*ZD75B15I0	\$18.38	TERESA DOUGLAS
1/10/2025	AMAZON MKTPL*ZD86M4CF1	\$11.99	TERESA DOUGLAS
1/10/2025	AMAZON MKTPL*ZD7D84CO1	\$12.98	TERESA DOUGLAS
12/18/2024	AMZN MKTP US*Z90YF34L2	\$85.21	DONNA M EVERS
1/8/2025	EAGLE ENGRAVING INC	\$31.55	KRISTOPHER GROD
1/8/2025	PAYPAL *AWOGSYSTEMS	\$56.00	KRISTOPHER GROD
1/10/2025	THE HOME DEPOT #4940	\$101.90	KRISTOPHER GROD
1/10/2025	ALLS HANDS FIRE EQUIPMENT	\$181.61	KRISTOPHER GROD
1/8/2025	AMAZON MKTPL*Z55XS8F52	\$43.76	ERIK LEITZKE
12/13/2024	AMZN MKTP US*ZX7G114R1	\$56.25	CHRIS LIEDTKE
12/20/2024	WISCONSIN LIBRARY ASSOCIA	\$250.00	ADELE M LORIA
1/10/2025	AMAZON MKTPL*ZD24T38M0	\$62.98	ADELE M LORIA
12/30/2024	SALAMONE SUPPLIES	\$51.19	SANDRA A MEYER
12/11/2024	SPECTRUM	\$109.42	SANDRA A MEYER
12/12/2024	A/E GRAPHICS, INC.	\$86.88	SANDRA A MEYER
12/13/2024	2PITNEY BOWES LEASING	\$398.82	SANDRA A MEYER
12/16/2024	HELMETS R US	\$1,319.00	SANDRA A MEYER
12/16/2024	CASPERS TRUCK EQUIPMENT A	\$104.57	SANDRA A MEYER
12/16/2024	ATT* BILL PAYMENT	\$464.59	SANDRA A MEYER
12/16/2024	ATT* BILL PAYMENT	\$653.58	SANDRA A MEYER
12/16/2024	MENARDS PEWAUKEE WI	\$1,794.27	SANDRA A MEYER
12/16/2024	NORTHERN LAKE SERVICE- IN	\$137.50	SANDRA A MEYER
12/16/2024	CDW GOVT #AB53S2R	\$805.67	SANDRA A MEYER
12/16/2024	R A SMITH NATIONAL INC	\$856.00	SANDRA A MEYER
12/16/2024	COMMUNITY HOSP GENERAL	\$729.34	SANDRA A MEYER
12/16/2024	PY *DAVE JONES, LLC	\$225.00	SANDRA A MEYER
12/17/2024	ATT*BILL PAYMENT	\$253.16	SANDRA A MEYER
12/19/2024	IN *TALLGRASS RESTORATION	\$2,020.00	SANDRA A MEYER
12/20/2024	AT&T PAYMENT	\$475.68	SANDRA A MEYER
12/23/2024	DEMCO	\$487.17	SANDRA A MEYER

Posting Date	Merchant Name	Transaction Amount	Name
12/23/2024	LAKESHORE RECYCLING SYST	\$50,606.88	SANDRA A MEYER
12/23/2024	KAESTNER AUTO ELECTRIC	\$512.46	SANDRA A MEYER
12/23/2024	MENARDS PEWAUKEE WI	\$1,133.91	SANDRA A MEYER
12/23/2024	BURKE TRUCK & EQUIP	\$369.56	SANDRA A MEYER
12/23/2024	BAZAAR HOME DECORATING CE	\$2,771.94	SANDRA A MEYER
12/23/2024	BADGER METER INC	\$278.60	SANDRA A MEYER
12/23/2024	SQ *JOHNSON ELECTRIC INC.	\$511.55	SANDRA A MEYER
12/23/2024	SPECTRUM	\$14.77	SANDRA A MEYER
12/23/2024	SPECTRUM	\$149.99	SANDRA A MEYER
12/23/2024	SPECTRUM	\$129.99	SANDRA A MEYER
12/23/2024	SPECTRUM	\$149.98	SANDRA A MEYER
12/23/2024	SPECTRUM	\$107.44	SANDRA A MEYER
12/23/2024	AIRGAS - NORTH	\$272.65	SANDRA A MEYER
12/23/2024	AIRGAS - NORTH	\$625.60	SANDRA A MEYER
12/23/2024	NCL OF WISCONSIN INC	\$158.83	SANDRA A MEYER
12/23/2024	ULINE *SHIP SUPPLIES	\$794.98	SANDRA A MEYER
12/24/2024	DORNER PRODUCTS, LLC	\$1,750.00	SANDRA A MEYER
12/24/2024	DORNER PRODUCTS, LLC	\$3,702.00	SANDRA A MEYER
12/24/2024	NORTHERN LAKE SERVICE- IN	\$846.34	SANDRA A MEYER
12/26/2024	FARMER S IMPLEMENT ALL	\$304.61	SANDRA A MEYER
12/31/2024	AT&T PAYMENT	\$464.59	SANDRA A MEYER
1/2/2025	MILLER BRADFORD RISBERG	\$824.06	SANDRA A MEYER
1/2/2025	TYCOINTEGRATEDSECURITY	\$84.41	SANDRA A MEYER
1/2/2025	TYCOINTEGRATEDSECURITY	\$180.04	SANDRA A MEYER
1/2/2025	TYCOINTEGRATEDSECURITY	\$106.25	SANDRA A MEYER
1/2/2025	TYCOINTEGRATEDSECURITY	\$147.25	SANDRA A MEYER
1/3/2025	VSP*LOGISTICS RECYCLING I	\$493.25	SANDRA A MEYER
1/3/2025	EUROFINS SF ANALYTICAL LA	\$168.52	SANDRA A MEYER
1/3/2025	COMMUNITY HOSP GENERAL	\$62.83	SANDRA A MEYER
1/3/2025	COMMUNITY HOSP GENERAL	\$17.20	SANDRA A MEYER
1/3/2025	PY *DAVE JONES, LLC	\$450.00	SANDRA A MEYER
1/6/2025	BADGER METER INC	\$281.10	SANDRA A MEYER
1/3/2025	ULINE *SHIP SUPPLIES	\$186.02	SANDRA A MEYER
1/6/2025	RENTOKIL NA, INC	\$300.00	SANDRA A MEYER
1/6/2025	LAKESHORE RECYCLING SYST	\$52,259.25	SANDRA A MEYER
1/6/2025	SHADY LANE GREENHOUSES	\$900.00	SANDRA A MEYER
1/6/2025	PORT-A-JOHN -CLV	\$100.00	SANDRA A MEYER
1/6/2025	NORTHERN LAKE SERVICE- IN	\$137.50	SANDRA A MEYER
1/6/2025	A/E GRAPHICS, INC.	\$188.02	SANDRA A MEYER
1/6/2025	AIRGAS - NORTH	\$502.70	SANDRA A MEYER
1/6/2025	GALLS	\$142.34	SANDRA A MEYER
1/8/2025	ATT* BILL PAYMENT	\$653.49	SANDRA A MEYER
1/8/2025	CINTAS CORP	\$167.45	SANDRA A MEYER
1/8/2025	CINTAS CORP	\$1,742.25	SANDRA A MEYER
1/9/2025	MENARDS PEWAUKEE WI	\$282.86	SANDRA A MEYER
1/9/2025	LEAGUE WI MUNICIPALITIES	\$7,293.03	SANDRA A MEYER
1/9/2025	BURKE TRUCK & EQUIP	\$5,409.82	SANDRA A MEYER
1/9/2025	LIFE ASSIST INC	\$116.00	SANDRA A MEYER
1/9/2025	ATT* BILL PAYMENT	\$253.16	SANDRA A MEYER
1/9/2025	NEU'S BUILDING CENTER IN	\$1,356.69	SANDRA A MEYER
1/10/2025	PHMG OCC HEALTH	\$2.00	SANDRA A MEYER
1/10/2025	PHMG OCC HEALTH	\$247.00	SANDRA A MEYER
12/16/2024	AMAZON MKTPL*Z11CF4PQ2	\$48.44	JENNIFER A MOORE
12/16/2024	AMAZON.COM*Z18OZ6JY0	\$290.99	JENNIFER A MOORE
12/23/2024	VILLAGE OF SUSSEX	\$30.00	JENNIFER A MOORE
12/23/2024	VILLAGE OF SUSSEX	\$15.00	JENNIFER A MOORE
12/23/2024	VLGE OF SUSSEX SERVICE FEE	\$1.02	JENNIFER A MOORE



Posting Date	Merchant Name	Transaction Amount	Name
12/23/2024	VLGEOF SUSSEX SERVICE FEE	\$0.61	JENNIFER A MOORE
12/30/2024	AMAZON.COM*ZP9BQ7G12	\$56.78	JENNIFER A MOORE
12/30/2024	AMAZON MKTPL*ZP7NH7PR2	\$106.49	JENNIFER A MOORE
1/2/2025	AMAZON.COM*ZP03F99E2	\$13.99	JENNIFER A MOORE
1/2/2025	AMZN MKTP US*ZP9IT0UU2	\$94.99	JENNIFER A MOORE
1/8/2025	AMAZON.COM*ZD2SA1IZ2	\$20.58	JENNIFER A MOORE
12/16/2024	CANVA* I04366-38796226	\$15.00	LORI NISWONGER
12/20/2024	PAGEFREEZER.COM	\$699.60	LORI NISWONGER
1/6/2025	SOCIALPILOT	\$306.00	LORI NISWONGER
1/8/2025	TALLY.SO	\$29.00	LORI NISWONGER
12/17/2024	AMAZON RETA* Z14237M10	\$127.73	ANNA OLESZCZAK
12/18/2024	AMAZON RETA* Z14L80AF1	\$87.84	ANNA OLESZCZAK
12/20/2024	AMAZON RETA* Z92D576M2	\$14.46	ANNA OLESZCZAK
12/23/2024	AMAZON RETA* Z91TT2EN1	\$39.99	ANNA OLESZCZAK
12/23/2024	AMAZON RETA* Z963Q60O1	\$14.98	ANNA OLESZCZAK
12/24/2024	AMZN MKTP US*ZE48G05C2	\$11.68	ANNA OLESZCZAK
12/27/2024	AMAZON MKTPL*ZE2VN5762	\$27.66	ANNA OLESZCZAK
12/27/2024	AMAZON RETA* ZE9XQ9YW2	\$29.95	ANNA OLESZCZAK
12/30/2024	AMAZON MKTPL*ZP3AC03K2	\$13.54	ANNA OLESZCZAK
12/30/2024	AMAZON MKTPL*ZP5G45P92	\$49.50	ANNA OLESZCZAK
1/2/2025	AMAZON MKTPL*ZE68J1QU1	\$34.95	ANNA OLESZCZAK
1/3/2025	AMAZON RETA* ZD92A8LE2	\$30.19	ANNA OLESZCZAK
1/6/2025	MARSHALLS #220	(\$52.49)	ANNA OLESZCZAK
1/6/2025	MARSHALLS #220	\$66.12	ANNA OLESZCZAK
1/6/2025	AMAZON MKTPL*ZD7FG3TL2	\$25.69	ANNA OLESZCZAK
1/6/2025	AMAZON RETA* ZP8M06IM0	\$28.63	ANNA OLESZCZAK
1/6/2025	AMAZON RETA* ZD46906C2	\$16.95	ANNA OLESZCZAK
1/6/2025	AMAZON RETA* ZD6UN9CP0	\$26.38	ANNA OLESZCZAK
1/6/2025	AMAZON RETA* ZD21S9KX2	\$525.82	ANNA OLESZCZAK
1/6/2025	AMAZON MKTPL*ZP2N54YT0	\$64.45	ANNA OLESZCZAK
1/7/2025	AMAZON MKTPL*ZD0MR5KA2	\$32.06	ANNA OLESZCZAK
1/7/2025	AMAZON MKTPL*ZD9PV0II2	\$117.37	ANNA OLESZCZAK
1/7/2025	AMAZON RETA* ZD4T22IC2	\$27.98	ANNA OLESZCZAK
1/7/2025	AMAZON RETA* ZP5VR78M1	\$65.59	ANNA OLESZCZAK
1/8/2025	AMAZON RETA* ZD0ZW4EZ0	\$37.84	ANNA OLESZCZAK
1/10/2025	AMAZON RETA* ZP0WD3WE1	\$100.44	ANNA OLESZCZAK
1/10/2025	AMZN MKTP US*ZD3W72MG0	\$24.90	ANNA OLESZCZAK
12/17/2024	GROKABILITY: SNIPE-IT	\$39.99	CHRISTOPHER PERALTA
12/18/2024	AMZN MKTP US*Z19OO5Q30	\$749.69	CHRISTOPHER PERALTA
1/10/2025	AMZN MKTP US*ZD05Z1B10	\$344.00	CHRISTOPHER PERALTA
12/13/2024	MENARDS GERMANTOWN WI	\$212.93	DAN PLESE
12/12/2024	AMAZON.COM*ZR9ZL37F1	\$150.79	LISA PONTO
12/12/2024	AMAZON.COM*ZX2BV0A40	\$12.99	LISA PONTO
12/16/2024	HEWLETT-PACKARD CO	\$2,232.00	LISA PONTO
12/16/2024	AMAZON.COM*Z17BQ8S12	\$18.96	LISA PONTO
12/23/2024	AMAZON RETA* Z98BF6071	\$15.08	LISA PONTO
12/26/2024	FACEBK *KNMDFHLVH2	\$75.00	LISA PONTO
12/30/2024	AMAZON MKTPL*ZE3R177I0	\$52.51	LISA PONTO
12/30/2024	AMAZON.COM*ZE9BW4950	\$13.99	LISA PONTO
12/31/2024	AMAZON MKTPL*ZE8RW1X51	\$7.99	LISA PONTO
1/6/2025	AMAZON MKTPL*ZP2EO0MJ0	\$5.99	LISA PONTO
1/6/2025	AMZN MKTP US*ZD76P7AM2	\$16.40	LISA PONTO
1/7/2025	AMAZON MKTPL*ZD79X0O20	\$169.49	LISA PONTO

Posting Date	Merchant Name	Transaction Amount	Name
1/7/2025	COSTCO WHSE #1101	\$113.18	LISA PONTO
1/9/2025	AMAZON MKTPL*Z543W8TK2	\$19.99	LISA PONTO
1/10/2025	DOA E PAY DOC SALES	\$34.33	LISA PONTO
12/11/2024	USPS PO 5681000089	\$9.90	ANNE PULVERMACHER
12/13/2024	HOMEDEPOT.COM	\$180.00	ANNE PULVERMACHER
12/16/2024	ODP BUS SOL LLC # 101090	\$25.87	ANNE PULVERMACHER
12/16/2024	ODP BUS SOL LLC# 106869	\$140.68	ANNE PULVERMACHER
12/16/2024	ODP BUS SOL LLC# 106869	\$13.09	ANNE PULVERMACHER
12/16/2024	AMAZON MKTPL*ZX3V91YK0	\$98.72	ANNE PULVERMACHER
12/16/2024	GANNETT MEDIA CO	\$24.99	ANNE PULVERMACHER
12/19/2024	AMAZON MKTPL*Z95YB3TC2	\$39.80	ANNE PULVERMACHER
12/23/2024	ODP BUS SOL LLC# 106869	\$40.94	ANNE PULVERMACHER
12/23/2024	AMAZON.COM*Z915456K0	\$23.00	ANNE PULVERMACHER
12/23/2024	AMAZON MKTPL*ZE93M7JH2	\$34.19	ANNE PULVERMACHER
12/23/2024	AMAZON MKTPL*ZE0076J12	\$174.09	ANNE PULVERMACHER
12/31/2024	AMAZON MKTPL*ZE8PL7XS1	\$39.12	ANNE PULVERMACHER
12/31/2024	AMZN MKTP US*ZP1ZF5OO0	\$12.98	ANNE PULVERMACHER
1/6/2025	GOVERNMENT FINANCE OFFIC	\$200.00	ANNE PULVERMACHER
1/8/2025	TLF*SUSSEX COUNTRY FLORAL	\$121.00	ANNE PULVERMACHER
1/9/2025	AMAZON MKTPL*ZP8D73K41	\$41.16	ANNE PULVERMACHER
1/9/2025	AMZN MKTP US*ZP10E9UB1	\$40.35	ANNE PULVERMACHER
12/30/2024	COMPLETE OFFICE OF WISCON	\$229.99	BRENDA TENNYSON
12/30/2024	COMPLETE OFFICE OF WISCON	\$65.12	BRENDA TENNYSON
1/8/2025	AMAZON MKTPL*ZD80J3N00	\$37.49	BRENDA TENNYSON
1/8/2025	AMZN MKTP US*Z56QF6LN2	\$125.40	BRENDA TENNYSON
1/9/2025	AMAZON.COM	(\$4.90)	BRENDA TENNYSON
1/9/2025	AMAZON MKTPL*ZP6XG7K01	\$79.37	BRENDA TENNYSON
1/9/2025	AMAZON MKTPL*ZP9ON0U61	\$46.99	BRENDA TENNYSON
1/9/2025	AMAZON MKTPL*ZP0ZO7I11	\$132.49	BRENDA TENNYSON
1/9/2025	AMZN MKTP US*Z55DR8AN2	\$249.97	BRENDA TENNYSON
1/9/2025	AMAZON MKTPL*Z53P70AK2	\$37.49	BRENDA TENNYSON
1/10/2025	AMAZON.COM*ZP8WJ4W81	\$72.19	BRENDA TENNYSON
12/11/2024	MEIJER # 275	\$41.45	LYDIA VANDERPOEL
12/16/2024	AMAZON MKTPL*ZX18F8QJ0	\$87.00	LYDIA VANDERPOEL
12/18/2024	MEIJER # 275	\$44.32	LYDIA VANDERPOEL
12/18/2024	COSTCO WHSE #1101	\$196.07	LYDIA VANDERPOEL
12/30/2024	TARGET 00000828	\$84.16	LYDIA VANDERPOEL
1/3/2025	GOVERNMENT FINANCE OFFIC	\$190.00	TAYLOR WALLS
	<b>TOTAL P-CARD PURCHASES</b>	<b>\$177,794.53</b>	

## Report Criteria:

Including employee hash and count

Pay Code Summary

PC	Pay Code Title	Amount	PC	Pay Code Title	Amount	PC	Pay Code Title	Amount
1-01	HOURLY	39,059.93	1-02	SALARY	60,474.99	1-03	VILLAGE BOARD	2,890.28
15-01	FIRE RUNS	56.00	15-02	FIRE TRAINING	80.00	15-03	FIRE HOLIDAY 1.5X	3,616.50
15-05	HOLIDAY 2X	11,968.59	15-08	FIRE STIPEND	625.00	2-00	OVERTIME	6,200.62
20-00	TAXABLE LIFE INSU	203.15	21-00	INSURANCE OPT O	2,099.24	23-00	DEFERRED COMP	445.45
29-00	HSA DEPOSIT FOR	1,458.06	4-00	VACATION	10,824.48	40-00	HSA	1,458.06-
41-01	MISSION SQUARE	2,215.51-	41-02	NORTH SHORE	1,883.23-	42-01	ACCIDENT INSURA	29.19-
42-02	ACCIDENT AFTER T	3.87-	42-03	DISABILITY	24.84-	43-00	HEALTH INSURANC	3,545.93-
45-00	VISION INSURANCE	128.45-	5-00	SICK	523.19	50-01	WRS GENERAL	7,662.00-
50-02	WRS PROTECTIVE	2,840.98-	6-00	COMP TIME	1,374.04	74-00	SOCIAL SECURITY	9,663.50-
75-00	MEDICARE	2,260.05-	76-00	FEDERAL WITHHOL	15,171.51-	77-00	STATE WITHHOLDI	6,486.54-
8-00	HOLIDAY	20,581.99	86-00	DIRECT DEPOSIT	108,904.7			

## Report Criteria:

Including employee hash and count

Pay Code Summary

PC	Pay Code Title	Amount
1-01	HOURLY	81,524.68
15-02	FIRE TRAINING	176.00
2-00	OVERTIME	2,994.43
4-00	VACATION	3,036.20
41-02	NORTH SHORE	1,883.23-
42-03	DISABILITY	24.84-
50-02	WRS PROTECTIVE	2,429.81-
76-00	FEDERAL WITHHOL	13,542.49-

PC	Pay Code Title	Amount
1-02	SALARY	60,474.99
15-06	FIRE OVERTIME	1,032.75
23-00	DEFERRED COMP	445.45
40-00	HSA	1,458.06-
42-01	ACCIDENT INSURA	29.19-
5-00	SICK	2,095.48
74-00	SOCIAL SECURITY	9,362.62-
77-00	STATE WITHHOLDI	5,999.16-

PC	Pay Code Title	Amount
15-01	FIRE RUNS	92.00
15-08	FIRE STIPEND	625.00
29-00	HSA DEPOSIT FOR	1,458.06
41-01	MISSION SQUARE	3,270.44-
42-02	ACCIDENT AFTER T	3.87-
50-01	WRS GENERAL	7,632.76-
75-00	MEDICARE	2,189.68-
86-00	DIRECT DEPOSIT	106,128.8

## Report Criteria:

Report type: GL detail

Vendor.Vendor number = 2

Check.Type = {&lt;&gt;} "Adjustment"

Check Issue Date	Check Number	Payee	Description	Amount	Check GL Account	Invoice GL Account Title
01/09/2025	68545	ACE HARDWARE	OUTLET	23.39	100-21100	Maint--Bldg & Facilities
01/09/2025	68545	ACE HARDWARE	GLOVES, SCOOP	17.98	100-21100	Supplies
01/09/2025	68545	ACE HARDWARE	FLAP	7.99	620-21100	Maint--General Plant
01/09/2025	68545	ACE HARDWARE	ELBOW, H/W	4.72	610-21100	Treatment-Supplies & Expenses
01/09/2025	68545	ACE HARDWARE	MISC	7.93	610-21100	Maint--Genl Plant & Equip
01/09/2025	68545	ACE HARDWARE	TOOLS	229.21	610-21100	Maint--Genl Plant & Equip
01/09/2025	68545	ACE HARDWARE	LINK	6.83	100-21100	Supplies
01/09/2025	68545	ACE HARDWARE	MISC	12.25	100-21100	Maint--Equipment
01/09/2025	68545	ACE HARDWARE	H/W	3.90	100-21100	Supplies
01/09/2025	68545	ACE HARDWARE	SPACKEL, GOO GONE	12.76	100-21100	Due from Haass Library
01/09/2025	68545	ACE HARDWARE	H/W	2.20	610-21100	Trtmt-Maint of Equipment
01/09/2025	68545	ACE HARDWARE	BISSELL DEPOSIT	.01-	610-21100	Maint of Other Plant/Equ
01/09/2025	68545	ACE HARDWARE	SNOW PUSHER	58.49	100-21100	Tools
01/09/2025	68545	ACE HARDWARE	FLY TRAP-THE GROVE	17.26	100-21100	Maint--Bldg & Facilities
01/09/2025	68545	ACE HARDWARE	HAMMER, HOOK, HANDLES	18.09	100-21100	Contract--Misc Sanitation
01/09/2025	68545	ACE HARDWARE	CLAMP, MISC	27.14	100-21100	Contract--Misc Sanitation
01/09/2025	68545	ACE HARDWARE	SCREWDRIVER SET, DUCT TAPE	24.48	610-21100	Pumping-Supplies & Expenses
01/09/2025	68545	ACE HARDWARE	BISSELL DEPOSIT, CLEANER	49.39	610-21100	Maint of Other Plant/Equ
01/09/2025	68545	ACE HARDWARE	THREAD ROD, SCREWS, H/W	19.24	100-21100	Due from Haass Library
01/09/2025	68545	ACE HARDWARE	THUNDER MELT	2,863.56	100-21100	Salt & Sand
01/09/2025	68545	ACE HARDWARE	CABLE TIES	17.98	100-21100	Contract--Misc Sanitation
Grand Totals:				3,424.78		

RESOLUTION NO. 25-5

RESOLUTION DESIGNATING PUBLIC DEPOSITORIES AND  
APPROVING OTHER FINANCIAL INSTITUTIONS FOR INVESTMENT

WHEREAS: The Village Board of the Village of Sussex has adopted Resolution 13-07 to establish a policy for public deposits and investments of public monies; and

WHEREAS: Said policy requires that the Village Board designate one or more public depositories organized and doing business under the laws of this State or Federal Law and located in this State, in which the Village Treasurer shall deposit all public monies received by him/her; and

WHEREAS: The aforesaid policy further requires that the Village Board designate and approve financial institutions for the investment of public monies.

NOW, THEREFORE, BE IT RESOLVED by the Village Board of the Village of Sussex, Waukesha County, Wisconsin, that:

1. That the following depositories are hereby designated as public depositories in which public money shall be deposited without any restriction as to the amount of deposit or collateralization:

Local Government Investment Pool (LGIP)

2. That the following banks, savings and loans, and credit unions be and are hereby designated as public depositories in which all public money shall be deposited in either time deposits, demand deposits or savings deposits, subject to the restrictions in the investment policy regarding maximum deposits and collateralization:

Associated Bank  
BMO Harris Bank  
Landmark Credit Union

3. That the following banks, savings and loan associations, and credit unions be and are hereby designated as public depositories in which all public money shall be deposited in either time deposits, demand deposits or savings deposits and that not more than two hundred fifty thousand dollars (\$250,000.00) be invested at each institution, unless the investment is collateralized with a perfected security interest in Federal government bonds or securities which are a direct obligation of or guaranteed as to principal and interest by the Federal government, and/or bonds or securities which are obligations of an agency, commission, board or other instrumentality of the Federal government, where principal and interest are guaranteed by the Federal Government, the securities having a market value of one hundred ten percent (110%) of the investment:

North Shore Bank  
Bank First Bank  
Summit Credit Union  
BNY Mellon

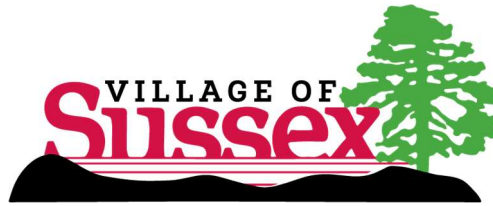
4. That the following financial institutions and investment advisory firms are hereby approved for the purchase and sale of investments as authorized in the Village of Sussex investment policy Section VII:

Associated Bank  
U. S. Bank  
Chase Bank  
BMO Harris Bank

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Village President

ATTEST: \_\_\_\_\_  
Clerk-Treasurer



### Investments as of December 31, 2024

	Term	Interest Rate	Balance	Comments
<b>BMO Harris Bank</b>				
Checking Account		0.00%	13,418,517.26	Fully collateralized
Money Market Account		1.02%	7,626,276.24	Fully collateralized
<b>Associated Bank</b>				
Certificate of Deposit	11/6/24 - 11/6/25	3.50%	500,000.00	Fully collateralized
Money Market Account		1.00%	862,372.99	Fully collateralized
<b>Landmark Credit Union</b>				
Shareholder Account			5.00	Acct required in order to have a CD at the credit union
Certificate of Deposit	6/18/24 - 12/18/25	4.51%	262,608.79	
<b>Summit Credit Union</b>				
Shareholder Account			5.00	Acct required in order to have a CD at the credit union
Certificate of Deposit	8/7/24 - 2/6/25	4.50%	239,239.89	
<b>Local Govt Investment Pool</b>				
Sub Accounts #1, 2 & 5		4.61%	16,415,645.28	
			39,324,670.45	

All funds held at BMO Harris and Associated Bank are collateralized.

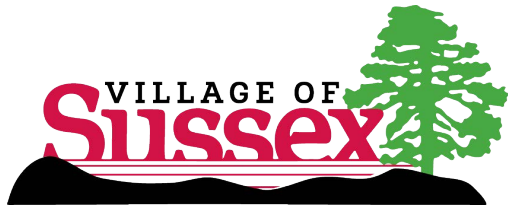
#### Highlights of the Quarter:

- ❖ The balances show a net increase of just over \$9 million since the last quarter. The increase is primarily due to tax collections.
- ❖ All rates have been steady for the past several months.
- ❖ Based on the balances at quarter-end, the average yield for the quarter decreased from 1.58% to 0.77% for the fourth quarter.



While the total of investments may seem like a large amount, there are various reserves required by our borrowing instruments. Other funds are set aside for specific purposes as set by the Village Board or Village policies. Funds are categorized as follows:

<b>Amounts Set Aside for Specific Purposes:</b>		
<b>Fund</b>	<b>Approximate Amount</b>	<b>Comments</b>
General	10,654,980	Set aside for impact fees, deposits, working capital and senior activities
General	7,640,147	Set aside for insurance contingencies, future purchases (prior surplus set aside for other purposes), equipment replacement
Park	1,708,224	Park impact fees received that are for specific purposes
Recreation Scholarships	32,757	Funds available for providing scholarships
Cemetery Fund	10,274	Funds for cemetery operations
Debt Service	697,817	Funds for debt service payments
Capital Projects	884,897	Borrowed money held to pay for projects as payments are due.
TIF #6	126,231	Tax increment for debt repayment
TIF #7	720,847	State loan proceeds waiting for developer payments to be made
Water	2,350,243	Funds for debt payments, construction funds, reserves required by our debt instruments, and RCA's collected to be used for specific purposes.
Sewer	1,665,395	Funds for debt payments, construction funds, reserves required by our debt instruments, and RCA's collected to be used for specific purposes.
CDA	412,256	Funds set aside for future TIF start ups & other development initiatives.
Stormwater	709,983	Funds set aside for equipment replacement and debt service.
Taxes	<u>9,242,914</u>	Collections of taxes that will be paid out to the other districts, including the Village.
<b>Sub-total</b>	<b>36,856,965</b>	<b>Portion of all funds that are set aside/required to be held.</b>
	<u>2,377,706</u>	Balance in all funds to be used for current year expenditures/expenses. In the general fund, taxes are collected early in the year and paid out over the course of the year.
	<u><u>39,234,670</u></u>	



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

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**TO:** Finance and Personnel Committee and Village Board  
**FROM:** Taylor Walls, Finance Director  
**RE:** Annual Update Regarding Identity Theft Prevention Program  
**DATE:** January 31, 2025

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In May, 2009 the Village Board approved the Identity Theft Prevention Program for the Village and Fire Department in accordance with the Federal Trade Commission's Red Flag Rules which went into effect in June of 2010. In May, 2010, the village staff as well as the fire department staff all received training on the policy. One of the requirements of the program is to provide the board with an annual update of the Identify Theft Prevention Program's effectiveness and any identity theft incidents.

Since the last report covering the 2023 calendar year, there were no instances of identity theft that have been reported.



N64W23760 Main Street  
Sussex, Wisconsin 53089  
Phone (262) 246-5200  
FAX (262) 246-5222  
Email: [info@sussexwi.gov](mailto:info@sussexwi.gov)  
Website: [www.villagesussex.org](http://www.villagesussex.org)

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## MEMORANDUM

To: Park Board  
From: Thom Berres, Parks Foreman  
Date: 2/13/25  
**Re: 11' Mower Replacement**

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Our current 2017 Toro 11' Mower is up for replacement. This replacement mower has been budgeted for \$98,861.

There are only two models of 11' mowers that can meet our operational needs. This was the same result when we purchased our last 11' mower in 2023.

DEALER	MODEL	COST
Reinders	Toro 4000D	\$91,538.24
Proven Power	John Deere1600	\$72,059.00

We have tested the John Deere 1600 (the Village of Lisbon owns it) and find it to be under-powered and underperforms on uneven terrain, which is most of our park areas. We completed this testing and analysis in 2023 when John Deere and Toro were our only viable options. So, although the John Deere model is the low bid, it will lead to operational inefficiencies and is not the preferred model of the staff member who performs this function within our parks.

**Staff Recommends** the purchase of the Toro 4000D which is a direct replacement, and the quote is under budget. It is also the same model as the other 11' mower in our fleet, which allows for operational efficiencies and for stocking parts and materials.

# Reinders

## Quote

Account: 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](mailto:rmaier@reinders.com)

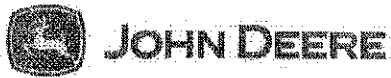
<u>Quote ID</u>	Prices are subject to change without notice
Q159548 GM4000	
<u>Quote Date</u>	Contract
1/14/25	Quote

Sourcewell #031121-ITC / Omnia #2017025

QTY	CODE	DESCRIPTION	SUGGESTED LIST	TOTAL
1	30609	<b>Groundsmaster 4000-D (T4)</b>	\$111,884.00	\$87,269.52
1	30669	<b>Universal Sunshade, White</b>	\$959.00	\$748.02



Configured Contract Price:	\$88,017.54
Dealer Assembly & Delivery:	\$3,520.70
Trade Totals:	<u>\$0.00</u>
<b>Final Sale Price:</b>	<b>\$91,538.24</b>



**Customer:**

**Quotes are valid for 30 days from the creation date or upon contract expiration, whichever occurs first.**

**A Purchase Order (PO) or Letter of Intent (LOI) including the below information is required to proceed with this sale. The PO or LOI will be returned if information is missing.**

Vendor: Deere & Company

- ☐ 2000 John Deere Run  
Cary, NC 27513

- ☐ Signature on all LOIs and POs with a signature line

- ☐ Contract name or number; or JD Quote ID

- ☐ Sold to street address

- ☐ Ship to street address (no PO box)

- ☐ Bill to contact name and phone number

- ☐ Bill to address

- ☐ Bill to email address (required to send the invoice and/or to obtain the tax exemption certificate)

- ☐ Membership number if required by the contract

**For any questions, please contact:**

**Bob Burmeister**

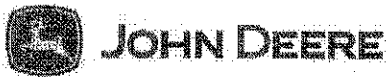
Proven Power, Inc.  
N68 W36046 Highway K  
Oconomowoc, WI 53066

Tel: 920-474-4890

Fax: 920-474-7086

Email: [bob.burmeister@provenpower.com](mailto:bob.burmeister@provenpower.com)

Quotes of equipment offered through contracts between Deere & Company, its divisions and subsidiaries (collectively "Deere") and government agencies are subject to audit and access by Deere's Strategic Accounts Business Division to ensure compliance with the terms and conditions of the contracts.



---

**ALL PURCHASE ORDERS MUST BE MADE OUT  
TO (VENDOR):**

Deere & Company  
2000 John Deere Run  
Cary, NC 27513  
FED ID: 36-2382580  
UEID: FNSWEDARMK53

---

**ALL PURCHASE ORDERS MUST BE SENT  
TO DELIVERING DEALER:**

Proven Power, Inc.  
N68 W36046 Highway K  
Oconomowoc, WI 53066  
920-474-4890  
office@provenpower.com

---

**Quote Summary****Prepared For:**

VILLAGE OF SUSSEX  
N64W23760 MAIN ST  
SUSSEX, WI 53089  
Business: 262-246-5200  
HDOBBECK@SUSSEXWI.GOV

**Delivering Dealer:**

**Proven Power, Inc.**  
Bob Burmeister  
N68 W36046 Highway K  
Oconomowoc, WI 53066  
Phone: 920-474-4890  
bob.burmeister@provenpower.com

---

**Quote ID:** 32293562  
**Created On:** 04 February 2025  
**Last Modified On:** 04 February 2025  
**Expiration Date:** 06 March 2025

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**Equipment Summary**

<b>Selling Price</b>	<b>Qty</b>	<b>Extended</b>
\$ 72,059.68 X	1 =	\$ 72,059.68

JOHN DEERE 1600 Turbo  
TerrainCut Commercial Wide-Area  
Mower with 4-Post ROPS Canopy

**Contract:** WI VA NASPO 505ENT-M20-GROUNDMAINT-02 (PG W1 CG 22)

**Price Effective Date:** February 3, 2025

**Equipment Total**

**\$ 72,059.68**

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\* Includes Fees and Non-contract items

**Quote Summary**

Equipment Total	\$ 72,059.68
Trade In	
SubTotal	<b>\$ 72,059.68</b>
Est. Service	\$ 0.00
Agreement Tax	
Total	\$ 72,059.68
Down Payment	(0.00)
Rental Applied	(0.00)
<b>Balance Due</b>	<b>\$ 72,059.68</b>

Salesperson : X \_\_\_\_\_

Accepted By : X \_\_\_\_\_

*Confidential*

**JOHN DEERE**

# Selling Equipment

Quote Id: 32293562

Customer Name: VILLAGE OF SUSSEX

**ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):**

Deere & Company  
 2000 John Deere Run  
 Cary, NC 27513  
 FED ID: 36-2382580  
 UEID: FNSWEDARMK53

**ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:**

Proven Power, Inc.  
 N68 W36046 Highway K  
 Oconomowoc, WI 53066  
 920-474-4890  
 office@provenpower.com

**JOHN DEERE 1600 Turbo TerrainCut Commercial Wide-Area Mower with 4-**

Hours:

**Stock Number:**

**Contract:** WI VA NASPO 505ENT-M20-GROUNDMAINT-02  
 (PG W1 CG 22)

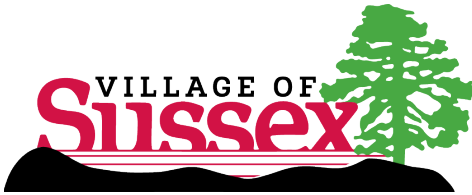
**Selling Price \***

\$ 72,059.68

**Price Effective Date:** February 3, 2025

\* Price per item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
0736TC	1600 Turbo TerrainCut Commercial Wide-Area Mower with 4-Post ROPS Canopy	1	\$ 93,584.00	23.00	\$ 21,524.32	\$ 72,059.68	\$ 72,059.68
<b>Standard Options - Per Unit</b>							
001A	United States and Canada	1	\$ 0.00	23.00	\$ 0.00	\$ 0.00	\$ 0.00
183N	JDLink™ Modem	1	\$ 0.00	23.00	\$ 0.00	\$ 0.00	\$ 0.00
0443	US English w/ Spanish (Bi-Lingual) Operator's Manual	1	\$ 0.00	23.00	\$ 0.00	\$ 0.00	\$ 0.00
<b>Standard Options Total</b>			<b>\$ 0.00</b>		<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>
<b>Value Added Services Total</b>			<b>\$ 0.00</b>			<b>\$ 0.00</b>	<b>\$ 0.00</b>
<b>Total Selling Price</b>			<b>\$ 93,584.00</b>		<b>\$ 21,524.32</b>	<b>\$ 72,059.68</b>	<b>\$ 72,059.68</b>



N64W23760 Main Street  
Sussex, Wisconsin 53089  
Phone (262) 246-5200  
FAX (262) 246-5222  
Email: [info@sussexwi.gov](mailto:info@sussexwi.gov)  
Website: [www.villagesussex.org](http://www.villagesussex.org)

---

## MEMORANDUM

To: Park Board  
From: Thom Berres, Parks Foreman  
Date: 2/13/25  
**Re: Zero Turn Mower Replacement**

---

The Parks fleet currently has a 2017 Simplicity Zero Turn Mower that is up for replacement in 2025. This mower has surpassed its service expectancy. We operate two eleven-foot mowers and a zero turn daily throughout the cutting season to meet our operational needs. The second zero turn functions as supplemental to the mowing fleet and manages our trails, prairies and other remote areas of mowing.

Please find the three quotes received for the zero-turn mower:

DEALER	MODEL	COST
Town and Country	Scag Turf Tiger 2	\$16,687.00
L&R	Exmark Lazer z	\$15,659.98
Town and Country	Ferris isx3300	\$17,599.00

Within our fleet, we currently have a Scag mower that we are very happy with.

The depreciation fund has \$16,000 budgeted for the zero-turn mower and the current quote amount for the Scag is \$16,687.

**Staff Recommends** the purchase of the Scag Turf Tiger 2. It is the same model as the other zero-turn mower in our fleet which will allow us to stock parts and materials to be used between the two mowers. By choosing Scag, we are ensuring reliability, efficiency, and cost-effectiveness that will benefit our operations both in the short and long term.



# Q U O T A T I O N

PAGE: 1

WALDSCHMIDT'S TOWN & COUNTRY  
N94 W17937 APPLETON AVE.  
MENOMONEE FALLS, WI 53051  
Phone #: (262)251-1400  
Fax #: (262)251-1491

PHONE #: (262)246-5200      DATE: 1/20/2025  
CELL #:      ORDER #: 1394839  
ALT. #: (262)385-1309 Ext: scott      CUSTOMER #: 1518  
P.O.#:      CP: 7  
TERMS: Net 15 EOM      LOCATION: 1  
SALES TYPE: Quote      STATUS: Active

**BILL TO 1518**

Village Of Sussex  
Parks & Grounds Maint. Dept.  
N64 W23760 Main St.  
Sussex, WI 53089

**SHIP TO**

Village Of Sussex  
Parks & Grounds Maint. Dept.  
N64 W23760 Main St.  
Sussex, WI 53089

MFR	PRODUCT NUMBER	DESCRIPTION	QTY	PRICE	NET	TOTAL
SCA	842D	STT11-61V-40BV-EFI 40HP VANGUARD 61"TURFTIGER	1	\$17,799.99	\$16,687.00	\$16,687.00

Prices reflected on this quotation are subject to change per market condition.

We appreciate the opportunity to offer you this quote.

SUBTOTAL:	\$16,687.00
TAX:	\$0.00
<b>ORDER TOTAL:</b>	<b>\$16,687.00</b>

Authorized By: \_\_\_\_\_



# L&R Lawn Equipment & Repair Inc

19915 W. Main St.  
Lannon, WI 53046  
(262) 255-2960

Quote **3175**

CREATED 02/13/2025  
VALID UNTIL 02/28/2025  
SALESPERSON Steve Seder  
stevejr@mowandsnow.com

## SHIP TO

VILLAGE OF SUSSEX-PARKS  
N64W23760 Main St  
SUSSEX, WI 53089  
(262) 765-6875

## BILL TO (#1712187)

VILLAGE OF SUSSEX-PARKS  
N64W23760 Main St  
SUSSEX, WI 53089  
(262) 765-6875

## CUST PO

## CONTACT

Thom Berres tberres@villagesussex.org (262) 765-6875

## SHIP OUT

Will Call

## DROP SHIP

No

#	PART	DESCRIPTION	QTY	RATE	DISC	NET	EXT
1	LRX820AKA606Q1	(EXM) Lazer Z X-Series 34.5 HP* Kaw FX820EVO w/ 60" UltraCut Series 6 Deck, Adapt & Wide Semi-Pneum Tires	1.00	18,999.00	3,799.80(20.00%)	15,199.20	15,199.20
2	142-8181	(EXM) KIT, GATE AND CABLE (Bin: BB 1-3)	1.00	380.99	76.20(20.00%)	304.79	304.79
3	142-8166	(EXM) KIT, OCD PEDAL (Bin: BB 1-3)	1.00	194.99	39.00(20.00%)	155.99	155.99
4	PAYMENT TERMS	(L&R) PRICING ON THIS ORDER IS BASED ON ALL PAYMENTS MADE BY CASH OR CHECK. A 3% CREDIT CARD OR FINANCE CONVENIENCE FEE WILL BE ADDED TO ALL PAYMENTS OVER \$500.	1.00	0.00		0.00	0.00

## PAYMENT

## DETAILS

## DATE

## AMT

## COMMENTS

SUBTOTAL	19,574.98
DISCOUNTS	-3,915.00
<b>TOTAL</b>	<b>15,659.98</b>
PAYMENTS	0.00
<b>BALANCE DUE</b>	<b>15,659.98</b>

## ACCEPTANCE:

## DATE:

Items returned within 30 days of purchase with original invoice are subject to a 30% restocking fee. Special order items are only returnable with factory "ok", plus a 30% restocking fee and return freight. Special order items not picked up after 30 days will be placed back in inventory, a 30% restocking fee and inbound shipping are charged. No returns on electrical parts. Signers warrant authority to execute this sales order on behalf of customer.

# Q U O T A T I O N

PAGE: 1

WALDSCHMIDT'S TOWN & COUNTRY  
N94 W17937 APPLETON AVE.  
MENOMONEE FALLS, WI 53051  
Phone #: (262)251-1400  
Fax #: (262)251-1491

PHONE #: (262)246-5200  
CELL #:  
ALT. #: (262)385-1309 Ext: scott  
P.O.#:  
TERMS: Net 15 EOM  
SALES TYPE: Quote  
DATE: 2/13/2025  
ORDER #: 1395404  
CUSTOMER #: 1518  
CP: 3  
LOCATION: 1  
STATUS: Active

## BILL TO 1518

Village Of Sussex  
Parks & Grounds Maint. Dept.  
N64 W23760 Main St.  
Sussex, WI 53089

## SHIP TO

Village Of Sussex  
Parks & Grounds Maint. Dept.  
N64 W23760 Main St.  
Sussex, WI 53089

MFR	PRODUCT NUMBER	DESCRIPTION	QTY	PRICE	NET	TOTAL
FER	5902064	ISX3300 40HP ETC OG W/ 60" ICD DECK W/ MUNICIPAL DISC	1	\$20,129.00	\$17,299.00	\$17,299.00
****	SETUP/PREP C/R	SETUP/FREIGHT/ COMMERCIAL RIDERS	1	\$300.00	\$300.00	\$300.00

Prices reflected on this quotation are subject to change per market condition.

We appreciate the opportunity to offer you this quote.

SUBTOTAL: \$17,599.00  
TAX: \$0.00  
ORDER TOTAL: \$17,599.00

Authorized By: \_\_\_\_\_



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

---

## MEMORANDUM

To: Parks & Recreation Board  
From: Halie Dobbeck, Parks and Recreation Director  
Re: Lions Club 10 Year Contract Addendum  
Date: February 12, 2025

---

The Lions Club requested in writing on Tuesday, February 11, 2025, that an addendum to the Lions Club 10 Year Contract be considered by the Park Board. This written request follows the procedures set forth in the existing contract for the addition of events to be considered by the Park Board.

The Lions Club is looking to temporarily utilize The Grove's Maple Room and Kitchen for their club meetings on:

March 3rd 2025 07:00 PM-09:00 PM  
April 7th 2025 07:00 PM-09:00 PM  
May 5th 2025 07:00 PM-09:00 PM  
June 9th 2025 07:00 PM-09:00 PM

The total valuation of these rentals is \$360.00. The space is available and temporarily held pending board approval.

The attached addendum reflects the impact to the contract if approved.

**DRAFT** Amendment to the 2018 – 2027 Contract Between  
The Village of Sussex and Sussex Lions Club

The agreement entered into on February 28, 2017 by and between the Village of Sussex and Sussex Lions Club is hereby amended as set forth.

WHEREAS, the 2018 - 2027 agreement between the Village of Sussex and the Sussex Lions Club only covers the use of Village facilities for the following events: Lion's Daze, Lion's Flag Football, Lioness Breakfast with Santa Lioness Blind Easter Egg Hunt, Lioness Blood Drives (not to exceed six per year) and Bold Bike Ride, and;

WHEREAS, the 2018 - 2027 agreement between the Village of Sussex and the Sussex Lions Club permits the Sussex Lions Club to replace a current event for a different event or add another event subject to the review and approval of the Park Board, and;

WHEREAS, on February 18, 2025 the Sussex Lions Club **received approval** from the Park and Recreation Board to host club meetings on Monday, March 3, 2025, Monday April 7, 2025, Monday, May 5, 2025, and Monday June 9, 2025, at The Grove Maple Room and Kitchen from 7:00pm-9:00pm and add these specific meeting dates and times to the standing agreement between the Village of Sussex and the Sussex Lions Club.

NOW, THEREFORE, BE IT RESOLVED by the Park and Recreation Board of the Village of Sussex, Waukesha Wisconsin, that the 2018 – 2027 agreement between the Village of Sussex and the Sussex Lions Club be amended as follows:

1. This agreement only covers the use of Village facilities for the following events: Lion's Daze, Lion's Flag Football, Lioness Breakfast with Santa Lioness Blind Easter Egg Hunt, Lioness Blood Drives (not to exceed six per year), Bold Bike Ride, and four (4) club meetings at The Grove Maple Room on the first Monday of the month of the year 2025 during the months of March, April, May, and June.

**WOLVERINE FIREWORKS DISPLAY, INC.**

205 W. Seidlers Road  
Kawkawlin, Michigan 48631  
Phone: (989) 662-0121  
Fax: (989) 662-0122

WISCONSIN WAREHOUSE:

Phone: (262) 968-4178

**CONTRACT**

This contract entered into this 2nd day of January, 2025, by and between WOLVERINE FIREWORKS DISPLAY, INC., hereinafter referred to as “**WOLVERINE**” A Michigan Company, duly licensed by the BATFE, and **Village of Sussex**, hereinafter referred to as “Sponsor”.

1. Wolverine agrees to furnish Sponsor, in accordance with the terms and conditions set forth herein, One (1) fireworks display as per this signed and accepted contract. This will include trained and qualified Pyrotechnicians to deliver, setup, execute and take down the pyrotechnic display.
2. Wolverine agrees to provide insurance coverage of Ten Million Dollars, Bodily Injury and Property Damage and the statutory limits for Worker’s Compensation Insurance. The Sponsor will be named as additional insured on the certificate. This insurance covers the operations of Wolverine only and does not extend to any other aspect of the event.
3. The date of this display is: **July 4<sup>th</sup>, 2025** at: **9:20pm** pm. In the event of inclement weather, the display will be rescheduled for the **next night July 5<sup>th</sup>, 2025** at no additional cost to the Sponsor (dates around the 4<sup>th</sup> of July are excluded unless approved by Wolverine). In the event the display is rescheduled to a date not the next night, there will be an additional 15% cost added to the contract amount to cover additional expenses involved. In the event the Sponsor does not choose to reschedule another date or cannot agree to a mutually convenient date, the Sponsor shall pay the Contractor an amount equal to 40% to cover Wolverine’s cost, damages, and expenses.
4. The cost of the display is: **\$21,000.00** plus tax (unless exempt). A deposit in the amount of: **\$10,500.00** shall be made upon signing of contract, no later than 90 days prior to display date. If the display is cancelled by sponsor after deposit is paid but prior to 30 days before the display, Sponsor will forfeit 25% of deposit. If display is cancelled by Sponsor 30 days prior to display or after, Sponsor will forfeit 100% of deposit.
5. The balance due shall be paid to Wolverine within 10 days following the display.
6. A 2.5% Hazardous Material Handling fee of **\$525.00** will be added to the invoice (based on the display cost) along with any permit fees paid by Wolverine. There will be a 1.5% late charge added to the invoice on any outstanding amount not paid in full by the agreed upon date.
7. Sponsor, at Sponsor’s expense, agrees to provide Wolverine with a suitable display site that meets the guidelines as set forth in NFPA 1123 and meeting the approval of Wolverine. All permits necessary for the display shall be the responsibility of the Sponsor. All necessary police, fire, and other appropriate protection necessary for proper crowd control, automobile parking, and display site security will be the responsibility of the Sponsor and in accordance with the provisions of NFPA 1123.
8. After the display, Wolverine will conduct a post display search of the area/fallout zone for any unexploded fireworks. Sponsor explicitly acknowledges that an early morning first light search of the Display Site as defined in NFPA 1123 is of utmost importance and the search will be conducted by the Sponsor. If any unexploded shells or devices are found, Wolverine will be contacted immediately to

properly disposed of said material. Wolverine will be responsible for the removal of all equipment provided by Wolverine. Sponsor will be responsible for any remaining cleanup that may be required after the display.

9. Sponsor agrees to defend and hold Wolverine harmless from and against all claims and any penalties, damages, and costs made against and/or incurred by Wolverine in the event (1) the display does not commence on the date and time contemplated by this contract or is otherwise disrupted because of equipment or product malfunction or failure, and/or (2) Sponsor's breach of its obligations under the contract.
10. The laws of the State of Wisconsin shall govern this contract. Nothing in this contract shall be construed as forming a partnership between the Sponsor and Wolverine. Neither party shall be held responsible for any agreements nor obligations not expressly provided for herein and shall be severally responsible for their own separate debts and obligations.
11. If Wolverine, in its sole determination, is unable to supply the size and type of fireworks proposed due to supply chain issues, Wolverine will substitute with fireworks of equal monetary value, in its sole discretion, if possible. If no such supply is available, Wolverine will refund Sponsor any deposit paid, and this agreement will be cancelled without penalty to Wolverine or Sponsor.
12. This contract constitutes the entire agreement between the parties and shall be binding on the parties, their heirs, executors, administrators, successors, and assigns.
13. Any Additional Provisions:

WOLVERINE FIREWORKS DISPLAY, INC.

VILLAGE OF SUSSEX

By:\_\_\_\_\_

By:\_\_\_\_\_

Date Signed:\_\_\_\_/\_\_\_\_/\_\_\_\_

Date signed\_\_\_\_/\_\_\_\_/\_\_\_\_

Address: 205 W. Seidlers Road  
Kawkawlin, MI 48631  
Gina@wolvdisplay.com

Address: N64W23760 Main Street  
Sussex WI 53089

Phone: 262-246-5200 Office

Email: Halie Dobbeck  
hdobbeck@villagesussex.org



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

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## MEMORANDUM

To: Parks & Recreation Board  
From: Jennifer Moore, Clerk/Treasurer  
Re: Lawn Services Contract  
Date: February 13, 2025

---

### **Lisbon Central Cemetery – Lawn Services Contract**

The Village contracted with Al Moros last year to provide lawn services for the cemetery and were pleased with his services. He has indicated that will wishes to provide the same services for 2025 at a cost of \$200.00 per cut. Mr. Moros is asking for a \$25 per cut increase. Mr. Moros will be cutting the lawn once a week or on an as needed basis starting in April of this year and continuing until the grass goes dormant. Staff is confident that the lawn service costs will fall within our 2025 budget.

**Staff recommends** approval of the Lawn Services Contract.





This Lawn Service Contract (this “Contract”) is made effective as of February 25, 2025 between the Village of Sussex, N64W23760 Main Street, Sussex, WI 53089, and Al Moros, N68W26966 Silver Spring Drive, Sussex, WI 53089. In this Contract, the party who is contracting to receive the services shall be referred to as “Village of Sussex” and the party who will be providing the services shall be referred to as “Al Moros”.

NOW, THEREFORE, AND IN CONSIDERATION of the mutual promises and agreements contained herein, Village of Sussex contracts with Al Moros, and Al Moros agrees to provide Lawn Services, as an independent contractor to the Village of Sussex at the following location under the terms and conditions hereby agreed upon by the parties:

- 1. DESCRIPTION OF SERVICES.** Beginning April 1, 2025 Service Provider will provide the following services (collectively, the “Services”):
  - a. Al Moros shall mow and trim the lawn in a competent and professional manner at the Lisbon Central Cemetery, N67W25479 Silver Spring Drive, Sussex, WI 53089, which comprises approximately 1.5 acres with gravestones and other structures.
  - b. The parties shall consult periodically concerning the length and appearance of the lawn.
  - c. Al Moros shall complete the mowing and trimming and on an as needed basis, but not more than once per week, in a manner consistent with Al Moros’s mowing and trimming of this property over the past several years. Each complete mowing and trimming event shall be known as a “Service Event”.
  - d. Al Moros shall maintain insurance for his vehicles, equipment, and personnel at Al Moros’s sole cost, a certificate of which shall be provided to the Village.
- 2. PAYMENT OF SERVICES.** The Village of Sussex will pay compensation to Al Moros for the Services at the rate of \$200.00 per Service Event. Al Moros shall request payment from the Village of Sussex by invoice or other written request and Village of Sussex shall pay said request in a timely manner according to its customary payment practices.
- 3. TERM/TERMINATION.** This contract shall terminate by November 1, 2025. The Agreement may be terminated by either party if 30 day written notice is given to the other party seeking termination of the contract. There is no penalty for early termination of the contract.

---

Al Moros

---

Date

---

Jennifer Moore, Clerk/Treasurer

---

Date



Office of the Sheriff  
North East Public Safety

Captain Lisa Panas  
Lieutenant Cory Farrell

Sheriff Eric Severson

---

M E M O R A N D U M

**To:** Public Safety Committee

**From:** Captain Lisa Panas

**Re:** No Parking Zone

**Date:** 02/18/2025

---

We have received a complaint regarding a potential traffic issue caused by parked vehicles in front of Natures Path on Sussex Road, just north of County Hwy VV.

Law enforcement has observed the area on six separate occasions. Vehicles are parked in this location for various reasons, which can create safety concerns for motorists, particularly for semi-trucks. When vehicles are parked in this area, semi-trucks turning northbound onto Sussex Road from County Hwy VV are forced to veer into oncoming southbound traffic. Additionally, vehicles often stop in this location to drop off or pick up individuals, causing northbound traffic to halt as well.

Traffic in this area is generally low to moderate, with a significant portion consisting of trucks due to the industrial nature of the surroundings. There is ample parking available for employees, visitors, vendors, and other individuals in the parking lots associated with nearby businesses.

I recommend that we designate the east side of Sussex Road (northbound), from County Hwy VV to the parking entrance of Natures Path, as a No Parking, Standing, Stopping, or Loading zone. Implementing this change would help alleviate the identified issues.

Respectfully Captain Panas



Redemption Fitness



Sussex Rd



Natures Path



Silver Spring





## Lisa Panas

---

**From:** Dawn Kubiak <dkubiak@naturespath.com>  
**Sent:** Tuesday, December 17, 2024 1:28 PM  
**To:** Lisa Panas  
**Cc:** Cesar Compean; Brett Hazard; Dawn Kubiak  
**Subject:** request for No Parking in front of our building  
**Attachments:** No Parking Proposal 12.17.2024.pdf

You don't often get email from dkubiak@naturespath.com. [Learn why this is important](#)

CAUTION: This email originated from an unverified external source. Verify the legitimacy of the email before clicking links or opening attachments. If you believe this email is malicious in nature, please report it by using the Phish Alert button in Outlook.

Captain Panas:

As we discussed over the phone, Nature's Path Foods is requesting the Village of Sussex put a "No Parking" restriction in place on Sussex Road by our front parking lot. We recently have done some work to our parking lot for safety/drainage reasons and now have a separate front parking lot and a back parking lot. We have ample parking for our employees in the back, and have front parking for our disabled employees, contractors, and visitors. QuadMed also has a large parking lot for their employees and visitors.

We are requesting the restriction as a safety concern. Cars being parking on the street along the front of our building are making it very difficult for people exiting our front parking lot to see oncoming cars and trucks coming from Silver Spring Drive. There are a large number of semi-trucks that travel down Silver Spring Drive to Sussex Road to provide deliveries to our plant as well.

We are very concerned that cars leaving our parking lot are at risk for being hit by oncoming traffic without much visibility to react until it is too late. The danger is greater attempting to turn left on Sussex Road to access Silver Spring Drive and we are concerned it will be a matter of time before someone is t-boned and seriously injured.

We operate 24 hours a day/7 day a week with varying start and stop times due to different department needs so we would request that the "No Parking" restriction would be in force at all times to ensure the safety of any cars leaving our front parking lot. Most of our employees work 6 am to 6 pm or 6 pm to 6 am so we do have employees coming onto shift prior to the other shift leaving causing quite a bit of traffic.

I have attached a map of the area and marked in red the parking restrictions we are requesting.

Please review the area and if you agree to move this request forward to the Sussex Village board, we will plan on attending the 2/18/2025 planning meeting.

I appreciate your time and attention on this matter.

Best regards,

Dawn M. Kubiak  
Manager, People & Culture - Sussex  
People & Culture  
Nature's Path Organic Foods ,

---

tel 262 246 7535 cell 411-200-0002

fax 262 246 7553

[dkubiak@naturespath.com](mailto:dkubiak@naturespath.com)

W227 N6088 Sussex Rd, Sussex WI, 53089, USA

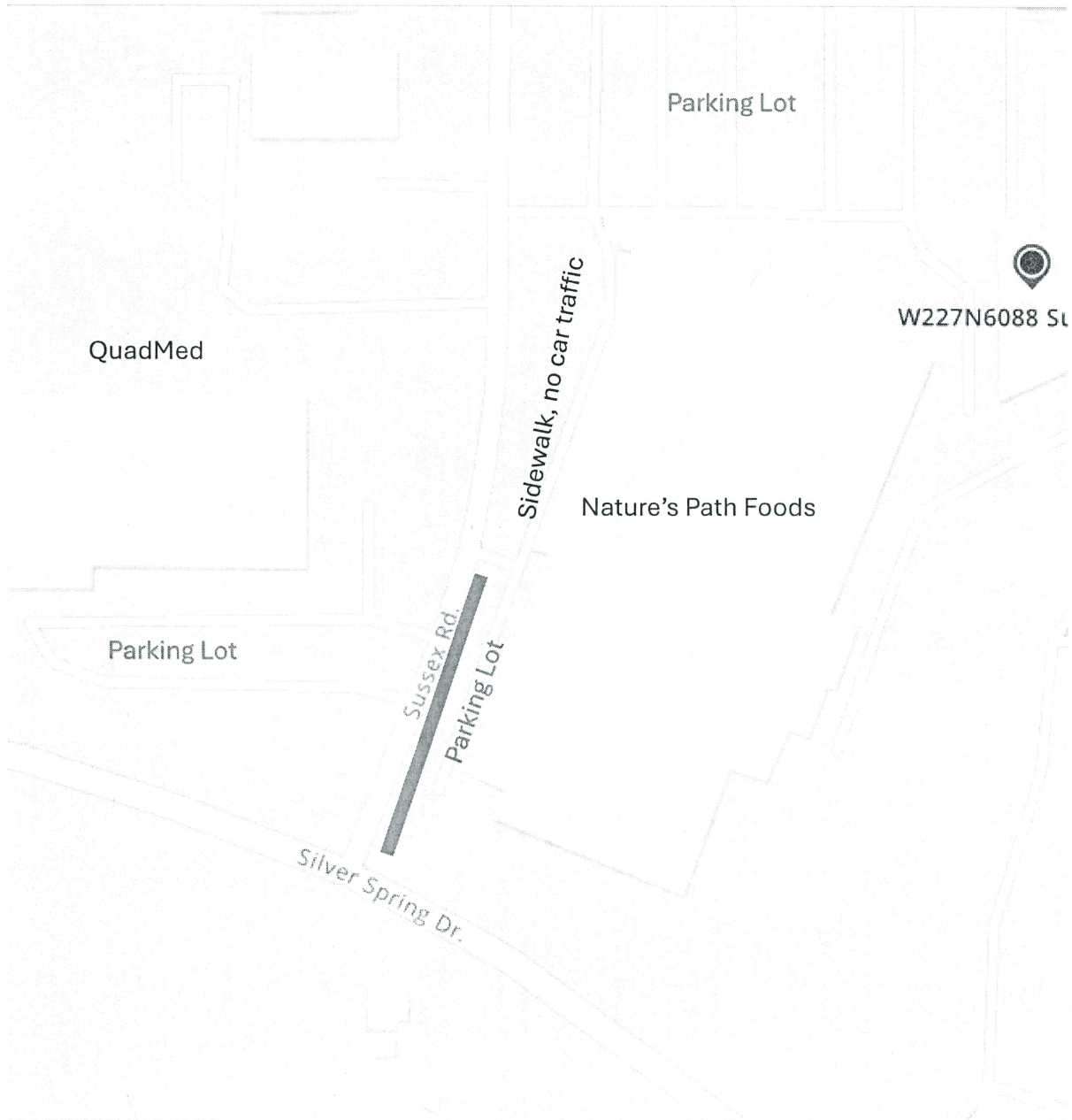
[naturespath.com](http://naturespath.com) [careers](#) [linkedin](#) [instagram](#) [facebook](#)

"Always leave the earth better than you found it." — Rupert Stephens



**DO ♥ GOOD  
EAT WELL  
TOGETHER**

"Always leave the earth better than you found it." - Rupert Stephens



No Parking restriction request



**Village of Sussex Fire Department**  
**N63 W24335 Main Street**  
**Sussex, Wisconsin 53089**

Kristopher Grod  
Fire Chief  
Fire Station - *Business*  
262-246-5235  
Fire Station - *FAX*  
262-246-5196

February 12, 2025

Village of Sussex Public Safety and Welfare Committee Members,

The Village of Sussex Fire Department is seeking to purchase a new forcible entry door prop aimed at improving firefighter proficiency in breaching doors during emergency situations. This purchase will be shared among several departments: the Town of Brookfield Fire Department, Village of Merton Fire Department, Village of Waukesha Fire Department, Mukwonago Fire Department, Vernon Fire Department, and Kettle Moraine Fire District.

These props are designed to replicate various residential and commercial door configurations, including different locking mechanisms, materials, and security features. Effective forcible entry techniques are essential for rapid access to fire victims during structural fires. Traditional training methods often lack the realism needed to prepare firefighters for the challenges of breaching different types of doors in real-life scenarios.

**Benefits:**

1. **Realistic Training:** Allows firefighters to practice a wide range of forcible entry techniques on doors that resemble real-life situations.
2. **Improved Skill Development:** Focuses training on techniques such as prying, kicking, and cutting through locks.
3. **Enhanced Safety:** Provides a controlled environment for practicing techniques without risking damage to actual property.
4. **Versatile Training Scenarios:** Simulates various emergency situations, including forced entry through locked doors, secured buildings, and complex door configurations.

Our goal is to integrate the new prop into existing forcible entry drills, ensuring that firefighters encounter a variety of door types and locking mechanisms. We will also develop dedicated training modules focusing on specific forcible entry techniques using the new prop and conduct periodic assessments to monitor firefighter proficiency with it and identify areas for improvement.

Respectfully Submitted,

Kristopher Grod  
Fire Chief

## **INTERGOVERNMENTAL COOPERATION AGREEMENT FOR OWNERSHIP AND OPERATION OF A FORCIBLE ENTRY TRAINING PROP AND FLATBED TRAILER**

This Intergovernmental Cooperation Agreement (this “Agreement”), is made and entered into as of the date identified on the signature page below (“Effective Date”), by and among the Town of Brookfield (the “Town”) and each of the municipalities identified as a signatory on the signature page below.

### **RECITALS**

**WHEREAS**, each party operates a municipal or volunteer fire department in the State of Wisconsin responsible for providing fire protection and emergency services;

**WHEREAS**, the parties recognize the mutual benefits of sharing training equipment to enhance personnel readiness and operational efficiency; and

**WHEREAS**, the parties desire to enter into this Agreement regarding the acquisition and use of a forcible entry training prop and flatbed trailer (collectively, the “Equipment”) to improve training capabilities.

**NOW, THEREFORE**, in consideration of the mutual promises contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. **Purpose; Authority.** The purpose of this Agreement is to outline the terms and conditions for the acquisition, ownership, operation, maintenance, and cost sharing of the Equipment among the parties. This Agreement is entered into pursuant to Wis. Stat. § 66.0301, which permits municipalities and public entities to cooperate for the mutual exercise of their powers and duties.

2. **Acquisition of Equipment.**

a. **Selection and Purchase.** The parties shall jointly select the Equipment for purchase. The Equipment shall meet specifications agreed upon by all parties. The total cost of the Equipment is estimated at \$ [REDACTED]. Each party shall contribute an equal share of the Equipment’s actual cost by making payment to the Town within 60 days of the selecting the Equipment, or earlier date if required by the Equipment’s vendor. The Town shall act as the fiscal agent for the acquisition process and ensure payment to the Equipment vendor(s). Records of expenditures shall be maintained and made available to all parties upon request.

b. **Ownership; Storage.** The Equipment shall be jointly owned by the parties, with each party holding an equal ownership interest. If the Equipment cannot be titled in the name of all the parties, then the Equipment shall be titled in the name of the Town. If the Equipment is being utilized by the Town or not being used by any party, then the Equipment shall be stored at the Town of Brookfield, 645 North Janacek Road, Brookfield, Wisconsin 53045 under the care of Town’s Fire Department. If the Equipment is being utilized by a party other than the Town, then



the Equipment shall be stored at the fire department of such party. At all times when the Equipment is not being utilized for training purposes, the party possessing the Equipment shall store the Equipment indoors to prevent exposure to outside elements.

### 3. Use; Transportation.

a. **Scheduling Use.** The parties shall coordinate usage of the Equipment through a shared scheduling system, managed by the Town. Scheduling conflicts shall be resolved based on a rotational priority established by the Town or mutual agreement of all parties.

b. **Transportation.** Each party shall be responsible for transporting the Equipment to and from its training site. Transportation costs and liability for damages during transport shall be borne by the transporting party.

c. **Damage Responsibility.** The party in possession of the Equipment at the time that damage to the Equipment occurs shall immediately notify the other parties of such damage and assume financial responsibility for the necessary repairs to, or replacement of, the Equipment.

4. **Maintenance; Insurance.** The parties shall equally share the costs of routine maintenance for the Equipment. Maintenance schedules and vendors shall be agreed upon by the parties. Non-routine repairs shall require approval from a majority of the parties and the costs shall be equally shared unless the damage is attributable to a specific party, in which case that party shall cover the full cost of such repairs. The Town shall Insurance. Each party shall maintain appropriate insurance coverage for the Equipment. The cost of the insurance shall be shared equally by the parties, and each party shall pay their respective share of the insurance to the Town within 60 days of receiving an invoice from the Town, including liability, theft, and damage coverage.

5. **Term; Termination.** This Agreement shall remain in effect for an initial term of five years from the Effective Date, and thereafter renew for successive five-year terms -unless all parties otherwise agree in writing. This Agreement may be terminated earlier at any time by mutual agreement signed by ~~of a~~ all parties. Upon termination, the Equipment shall be appraised and sold, with the proceeds divided equally among the parties. Any party may withdraw from this Agreement with 90 days' prior written notice to the other parties. Upon withdrawal, the remaining parties shall determine the future use and ownership of the Equipment, and the withdrawing party shall not be entitled to any proceeds following the sale of the Equipment.

~~6.~~ **Miscellaneous Provisions.** This Agreement may only be amended in writing and signed by all parties. This Agreement shall be governed by and construed in accordance with the laws of the State of Wisconsin. If any provision of this Agreement is found to be invalid or unenforceable, the remaining provisions shall remain in full force and effect. This Agreement constitutes the entire agreement between the parties and supersedes any prior understandings or agreements related to the Equipment. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. Except for amending or terminating this Agreement, all actions

authorized under this Agreement may be performed and carried out by the parties' respective fire chiefs or the fire chief's designee.

~~7. [Signature Page to Follow]~~

Dated as of the latest date signed below.

**Town of Brookfield**

By: \_\_\_\_\_

ATTEST:

Name: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Town/Village/City of \_\_\_\_\_**

By: \_\_\_\_\_

ATTEST:

Name: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Town/Village/City of \_\_\_\_\_**

By: \_\_\_\_\_

ATTEST:

Name: \_\_\_\_\_

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Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Town/Village/City of \_\_\_\_\_**

By: \_\_\_\_\_

ATTEST:

Name: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Town/Village/City of \_\_\_\_\_**

By: \_\_\_\_\_

ATTEST:

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Title: \_\_\_\_\_

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Date: \_\_\_\_\_

**Town/Village/City of \_\_\_\_\_**

By: \_\_\_\_\_

ATTEST:

Name: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Town/Village/City of \_\_\_\_\_**

By: \_\_\_\_\_

ATTEST:

Name: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## Advanced Life Support Agreement

VILLAGE OF SUSSEX and the VILLAGE OF MERTON desire to demonstrate their commitment to providing the best possible care to their patients by entering into this Advanced Life Support Intercept Agreement.

VILLAGE OF SUSSEX agrees to provide the VILLAGE OF MERTON with Advanced Life Support (ALS) intercept service when requests such service and has resources available to provide an ALS intercept. When such response is requested and provided to the VILLAGE OF MERTON recipients of Medicare, Medicare HMO, Medicaid, Medicaid HMO, Veteran's Administration (VA), and any other institutions that have documented requirements requiring joint billing by the transporting agency, the billing procedures outlined within this Agreement will be followed.

1. When VILLAGE OF SUSSEX provides ALS care and the VILLAGE OF MERTON transports the patient in their vehicle:

- a) The VILLAGE OF MERTON will be responsible for the billing and collection associated with the ALS service provided by VILLAGE OF SUSSEX as required by CMS regulations.
- b) The VILLAGE OF SUSSEX shall provide to the VILLAGE OF MERTON or their billing company, a copy of the ALS provider's invoice and patient care report (PCR) within 21 days of the date the request has been received.
- c) The VILLAGE OF MERTON will pay to the VILLAGE OF SUSSEX a flat fee (such amount is equal to 50% of the current Centers for Medicare and Medicaid Services (CMS) ALS2 reimbursement fee schedule amount (HCPCS code A0433) for each intercept performed within the Village of Merton. This amount is due payable to the VILLAGE OF SUSSEX within 90 days of the date of the invoice). In the event that no revenue is collected, no fee shall be due to the VILLAGE OF SUSSEX.
- d) The VILLAGE OF MERTON will be entitled to all mileage reimbursement received under the Centers for Medicare and Medicaid Services (CMS) fee schedule.
- e) It is understood that the VILLAGE OF SUSSEX CMS numbers shall only be used by the VILLAGE OF MERTON to file a claim when the VILLAGE OF SUSSEX was involved in a VILLAGE OF MERTON transport.

2. Transports **not** involving patients with Medicare, Medicare HMO, Medicaid, Medicaid HMO, Veteran's Administration (VA), and any other institutions that have documented requirements requiring joint billing by the transporting agency will be billed independently by each ambulance service for the services that were provided to the patient.

3. The VILLAGE OF SUSSEX is not responsible for stocking any ALS medical supplies, equipment, or medications for the VILLAGE OF MERTON.

This agreement will become effective as of the date that the agencies sign this Agreement. The Agreement will remain in effect until either party provides the other signatories of the agreement a thirty (30) day written notice of cancellation or request for medication. Such written notice shall be sent to the signatories official business address.

Dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
VILLAGE OF SUSSEX

\_\_\_\_\_  
VILLAGE OF MERTON

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Name

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Title

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**Billing Company**

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**Billing Company**

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Address

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Address

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City, State

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City, State

\_\_\_\_\_  
Phone

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Phone

PUBLIC WORKS COMMITTEE

BILLS FOR PAYMENT

1/27/2025

VENDOR	AMOUNT		%COMPLETED	NOTES
The Sigma Group Inc,	\$ 19,596.25	2025 Road Program Design - Hidden Oaks Dr & Maple Ave and 2025 Parking Lots Design	81.0%	

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TOTAL \$ 19,596.25



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## MEMORANDUM

To: Public Works Committee  
From: Judith A. Neu, Village Engineer/Public Works Director  
Date: January 31, 2025  
**Re: 2025 Road Program and 2025 Parking Lots Rehabilitation Projects :  
Construction Bids and Inspection Services Recommendations**

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Before the Committee tonight there are the four separate contracts necessary for the construction phase of the 2025 Road Program project and of the 2025 Parking Lots Rehabilitation project. We expect construction to start in late March / Early April, weather permitting. The contractor will have until November 21, 2025, to achieve Substantial Completion and until December 12, 2025, to achieve Final Completion for the Road Program project. The contractor will have until September 26, 2025, to achieve Substantial Completion and until October 24, 2025, to achieve Final Completion for the Parking Lots Rehabilitation project.

### **2025 Road Program Construction Bids:**

Bids for the 2025 Road Program project were received and opened at 2:00 PM on Thursday, January 23, 2025. Four (4) bids were received and are listed below.

#### **2025 Road Program Project:**

Contractor	City, State	Base Bid Total
LaLonde Contractors, Inc.	Waukesha, WI	\$6,561,294.43
Payne & Dolan Inc.	Jackson, WI	\$6,769,484.05
Wolf Paving Co., Inc.	Hartland, WI	\$7,299,108.65
Stark Pavement Corporation	Brookfield, WI	\$7,646,615.87

Staff has reviewed the bids and the qualifications of LaLonde Contractors, Inc. the low bidder for 2025 Road Program. Based on previous work done for the Village of Sussex and 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.

The Road Program project was estimated at \$8.748 million in the 2025 budget. Funds from the Water Utility, Sewer Utility, Stormwater Utility, General Fund borrowing, and capital depreciation will be used to cover the cost of this project.

### **2025 Parking Lots Rehabilitation Construction Bids:**

Bids for the 2025 Parking Lots Rehabilitation project were received and opened at 2:00 PM on Thursday, January 23, 2025. Eight (8) bids were received and are listed below.



**2025 Parking Lots Rehabilitation Project:**

<b>Contractor</b>	<b>City, State</b>	<b>Base Bid Total</b>
Parking Lot Maintenance, Inc.	Pewaukee, WI	\$1,085,085.10
Wolf Paving Co., Inc.	Hartland, WI	\$1,163,597.19
LaLonde Contractors, Inc.	Waukesha, WI	\$1,236,628.96
Vinton Construction Co.	Two Rivers, WI	\$1,280,999.66
Stark Pavement Corporation	Brookfield, WI	\$1,287,775.61
Payne & Dolan Inc.	Jackson, WI	\$1,288,027.45
Zignego Company Inc.	Waukesha, WI	\$1,291,261.20
Poblocki Paving Corp.	New Berlin, WI	\$1,459,921.00

Staff have reviewed the bids and the qualifications of Parking Lot Maintenance, Inc. the low bidder for 2025 Parking Lots Rehabilitation project. Based on previous work done for the Village of Sussex and 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.

The Parking Lots project was estimated at \$1.055 million in the 2025 budget. Sewer Utility funds and funds from the regional partners will be used to cover the project costs for the Water Pollution Control Facility parking lot. Capital depreciate funds will be used to cover the costs for the other parking lots.

**Consultant Inspection Services**

Consultant Inspection Services Proposals were solicited in January 2025 for the 2025 Road Program and 2025 Parking Lots Rehabilitation projects. Requests were sent to 12 consultants. Proposals received were evaluated by a review committee and given ratings based on similar projects, years of experience, the qualifications of the lead inspector and other team members, examples of phenomenal customer service, and meaningful project documentation. All four lead inspectors were interviewed by the committee. The total hours and cost proposals were evaluated based on the estimated level of effort needed for the inspection services. Four (4) proposals were received on January 15, 2025, and are listed below.

**Consultant Inspection Services for the 2025 Road Program and 2025 Parking Lots Rehabilitation:**

<b>Consultant</b>	<b>City, State</b>	<b>Consultant's Estimated Hours</b>	<b>Average Hourly Rate</b>	<b>Consultant's Estimated Cost – Not to Exceed</b>
raSmith	Brookfield, WI	2,439	\$114.80	\$280,009.00
The Sigma Group, Inc.	Milwaukee, WI	2,250	\$110.75	\$249,183.33
Bloom Companies, LLC	Milwaukee, WI	1,777	\$139.86	\$248,529.00
Collins Engineers Inc.	Milwaukee, WI	4,794	\$126.69	\$607,369.50

Staff selected the proposal from raSmith based on the qualifications of the lead inspector over 12 year of experience and depth of team members, with proven track record on customer service with our residents on previous projects (45%); interview (15%); hours, average hourly rates, and cost (40%). Per standard practice for professional services the scoring occurs prior to opening the cost proposals. While raSmith is

not the least expensive, they are providing additional hours of service than estimated from other firms to account for the complexity of multiple contractors and customer service they expect to provide based upon past experience in Sussex. We feel some of the other firms have under estimated the hours needed to complete the work and if the hours were equalized the accurate price difference would be less than \$10,000.

This is a Not to Exceed – Time and Materials contract. Staff will monitor the costs as the projects progress, but the number of inspection hours needed are difficult to predict as they vary dependent on Contractor work hours and situations encountered in the field. As you can see from the table above, the number of hours estimated for the work from each firm varies significantly.

The price is approximately 3.7% of the contract. Industry norm is around 5% for similar work. The savings occurs in Sussex because our staff performs the project management, and some of the inspection work, and oversight. Staff recommend raSmith for the Consultant Inspection Services.

### **Consultant Geotechnical Services**

Geotechnical Services testing unit rates for the 2025 Road Program and 2025 Parking Lots Rehabilitation projects were received during the week of January 27, 2025. Staff reached out to five Consultants. Unit rates were solicited and evaluated from Consultants. Based on previous experience with geotechnical services testing on various projects, staff is recommending we budget \$25,000.00 for the Consultant Geotechnical Services. Staff recommend that the Village enter into a contract with **Gestra Engineering, Inc.**, to complete the Geotechnical services for these projects.

This is a Time and Materials project. Staff will monitor the costs as the projects progress.

### **Recommendations:**

Staff recommend that the four contracts be awarded as follows:

Construction of the 2025 Road Program Project: LaLonde Contractors, Inc. – per their bid, **\$6,561,294.43.**

Construction of the 2025 Parking Lots Rehabilitation Project: Parking Lot Maintenance, Inc. – per their bid, **\$1,085,085.10.**

Inspection and Survey/Construction Staking Consultant: raSmith – per their proposal, **\$280,009.00.**

Geotechnical Services Consultant: Gestra Engineering, Inc. – per their testing unit rates and an estimated budget, **\$25,000.00.**

The total cost of the four contracts is \$7,951,388.53. We recommend that the standard 10% contingency of \$795,138.85 be established for a total project allocation of **\$8,746,527.38**.

Due to the excellent bids we received on these roadway projects we will be able to reduce the General Fund anticipated borrowing from \$3.4 million to \$2.75 million.



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## MEMORANDUM

To: Public Works Committee  
From: Dan Plese, Public Works Foreman  
Date: 1/10/25  
**Re: Purchase of Water Meters & Transmitters/Registers**

The Village of Sussex Water Utility is starting the last year of the 4-year program to replace all water meters 1" and larger. With this program the Water Utility will and has been replacing meters/transmitters that are outdated and beyond their life cycle with newer technologies. As the mechanical components of the old meters wear down, the accuracy of the meter is also affected. In most cases the meter slows down which means lost revenue. The new larger meters are made of stainless steel which means they are "lead free" and there are no moving parts that wear out.

The Water Utility will also need to purchase enough residential transmitters/registers, to fit our new construction and meter replacement needs.

Staff is requesting to purchase:

30 – 1 ½" E-Series meters w/ORION ME transmitters @ 1095.00 each =	\$32,850.00
15 – 2" E-Series meters w/ORION ME transmitters @ \$1,445.00 each =	\$21,675.00
2 – 3" E-Series meters w/ORION ME transmitters @ \$3,495.00 each =	\$ 6,990.00
Large Meter Purchase Subtotal=	\$61,515.00
144 – M25 Mobile M Residential transmitter/registers @ \$244.00 each=	\$35,136.00
14 - M25 Residential register only @ \$100.00 each =	\$1,400.00
Total Cost:	\$98,051.00

A total of \$150,000 was budgeted to purchase meters as part of the 2025 Water Utility Budget.



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## MEMORANDUM

To: Public Works Committee  
From: Judith A. Neu, Village Engineer/Public Works Director  
Date: January 31, 2025  
Re: **2025 Water Pollution Control Facility (WPCF) Upgrades Project – Construction Bids and Inspection Services Proposals**

Before the Committee tonight there are two separate contracts necessary for the construction phase of the 2025 WPCF Updates. Bids for the 2025 WPCF Upgrades project were received and opened at 10:00 AM on Thursday, January 23, 2025.

Four (4) bids were received and are listed below.

Contractor	City, State	Base Bid Total	Alternate Bid A Total	Alternate Bid B Total	Base Bid + Alternate A Bid Total
Sabel Mechanical LLC	Fond Du Lac, WI	\$2,825,000.00	\$97,500.00	\$1,275,000.00	\$2,922,500.00
Rohde Brothers, Inc.	Plymouth, WI	\$3,291,000.00	\$107,740.00	\$1,300,120.00	\$3,398,740.00
Mid City Corporation	Butler, WI	\$3,334,000.00	\$116,400.00	\$1,216,880.00	\$3,450,400.00
August Winter & Sons, Inc.	Appleton, WI	\$3,473,000.00	\$125,000.00	\$1,317,800.00	\$3,598,000.00

The Base Bid is the majority of the work for this project, as described below. Alternate Bid A Total is for the replacement of a part of the bar screen, which had some failure late in 2024 and should be fixed, but wasn't in the base project. During the bidding window it became apparent from discussions with bidders there was a problem with the painting marketplace and the painting portion of the work was changed to be an alternate (B) so the Village could manage the painting challenges.

Village and Trotter (design consultant) staff have reviewed the bids and the qualifications of Sabel Mechanical LLC, the low bidder. Based on previous work done for the Village and other municipalities, and a review of their Bidders Proof of Responsibility and Qualifications Statement, we find that they are capable of performing the work described in the Contract Documents. Staff recommend awarding the contract for the combined Base Bid Total and Alternate Bid A Total. Staff does not recommend awarding the Alternate Bid B Total at this time as the painting marketplace issues have not been resolved.

The prices received for Alternate B reflect labor costs of over \$1 million when the estimates were around \$250,000. Staff is working on options with regards to painting (as some areas need to be painted while the system is down, but others can wait), but those solutions haven't been resolved yet. Staff will bring a painting plan for your consideration once a reasonable solution is found.

Our Pre-Bid estimate was \$3,355,038 for this work with inspection and contingency. The Sussex Sewer Utility has sufficient funds to cover the Sussex share of the costs, and our regional partners will cover their share of the costs.

The project includes:

- Repair of the Effluent Tertiary Filters including replacement of the filter media, filter nozzle assemblies, and various 16" and 20" valves.
- Replacement of the existing Bar Screen and (Screening Washer Compactor Alternate A).
- Replacement of the gearbox drives and motors, and installation of variable frequency motor controllers for the Aeration Basin.

- Repairs to the Backwash Holding Tank including concrete repairs, and replacement of handrails.
- Installation of a bypass pumping connection in the existing buried heavy sludge pipeline from Final Clarifier No. 2 to the Main Building

Alternate Bid B Total includes preparation, painting, and coatings of the inner tertiary filter cell tank walls; the backwash holding tank walls; the walls and floors in the Filter Room; and walls, ceiling, floors, piping and equipment in the Grit Room. As mentioned these items are not recommended for approval as part of this bid.

Construction for this project will start in late March/early April 2025, and should be completed by December 31, 2025, dependent upon actual lead times of equipment.

Staff will return to the Committee for further discussion on painting and coatings options once we have enough information to make a final recommendation on that issue.

**Consultant Inspection Services for the 2025 WPCF Upgrades:**

Consultant	City, State	Consultant's Estimated Hours	Consultant's Estimated Cost \$ Not to Exceed
Trotter and Associates, Inc.	Lake Geneva, WI	926	\$175,038.00
raSmith	Brookfield, WI	920	\$125,380.00

Staff selected the proposal from Trotter and Associates, Inc. based on the qualifications of the lead inspector, other members of the team, and project documentation (45%); interview (15%); and cost (40%). Per usual on professional service RFP's the proposal and the interview are scored before opening the cost proposals. Trotter's team has significantly more experience (Project Manager 40 plus years of experience) in the wastewater industry, which is essential when inspecting these complex jobs.

This is a Not to Exceed – Time and Materials contract. Staff will monitor the costs as the projects progress.

**Recommendations:**

Staff recommends that the contracts be awarded as follows:

Construction of the 2025 WPCF Upgrades Project: Sabel Mechanical LLC – per their Base Bid Total and the Alternate Bid A Total combined lump sum price, **\$2,922,500.00.**

Inspection and Survey/Construction Staking Consultant: Trotter and Associates, Inc. – per their proposal, **\$175,038.00.**

The total cost of the two contracts is \$3,097,538.00. We recommend that the standard 10% contingency of \$309,753.80 be established for a total allocation of **\$3,407,291.80.**



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## MEMORANDUM

To: Public Works Committee  
From: Judith A. Neu, Village Engineer  
Date: January 24, 2025  
**Re: Redford Hills subdivision: Acceptance of Improvements**

---

The Developer of the Redford Hills subdivision has completed the construction of public improvements in the development. Staff have inspected these improvements and finds them to be acceptable.

Improvements included:

- Sanitary Sewer
- Storm Sewer, including off site storm sewer
- Water Mains and water laterals to the curb stop
- Stormwater Management facilities
- Public streets, curbs, and sidewalks
- Public path
- Street lights
- Street signs
- Street trees

The asphalt binder layer of pavement was placed on November 9 and 10, 2022. By State Law the warranty period for residential developments lasts Fourteen (14) months from the first lift of asphalt binder which ended January 10, 2024. The final asphalt surface lift of pavement was placed on October 12, 2024.

For your information, the Developer's Agreement requires the installation of water pressure booster pump systems in homes on Lots 1-4 and 42-45 (Total of eight properties). By State Code, the Village is required to own these systems. Currently, two properties have occupancy, four properties are under construction with building permits, and two properties do not have building permits.

Staff recommends that the Committee recommend to the Village Board: Acceptance of the Public Improvements in the Redford Hills subdivision and direction that staff release the remaining surety to the Village Board.



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## MEMORANDUM

To: Public Works Committee  
From: Judith A. Neu, Village Engineer  
Date: January 24, 2025  
**Re: Redford Hills subdivision: Acceptance of Improvements**

---

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Improvements included:

- Sanitary Sewer
- Storm Sewer, including off site storm sewer
- Water Mains and water laterals to the curb stop
- Stormwater Management facilities
- Public streets, curbs, and sidewalks
- Public path
- Street lights
- Street signs
- Street trees

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For your information, the Developer's Agreement requires the installation of water pressure booster pump systems in homes on Lots 1-4 and 42-45 (Total of eight properties). By State Code, the Village is required to own these systems. Currently, two properties have occupancy, four properties are under construction with building permits, and two properties do not have building permits.

Staff recommends that the Committee recommend to the Village Board: Acceptance of the Public Improvements in the Redford Hills subdivision and direction that staff release the remaining surety to the Village Board.

RESOLUTION NO. 25-02

WHEREAS: The Plan Commission and Village Board of the Village of Sussex have approved the Final Plat for the Redford Hills subdivision, and

WHEREAS: As required by the Village's Subdivision Control Ordinances and the Developer's Agreement, the Developer has installed the necessary public improvements in the subdivision, and

WHEREAS: The sanitary sewer; storm sewer; water mains; water laterals; stormwater management facilities; public streets including curbs, pavement, sidewalks; public path; street lights; street signs; and street trees along all streets in the subdivision have been completed.

NOW, THEREFORE, BE IT RESOLVED by the Village Board of the Village of Sussex, Waukesha County, Wisconsin, that:

1. The public improvements as described above are hereby accepted by the Village. There will be no warranty for this construction. The Village shall release all surety for the Development.

Adopted \_\_\_\_\_

\_\_\_\_\_  
Village President

ATTEST: \_\_\_\_\_  
Clerk-Treasurer





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## MEMORANDUM

To: Public Works Committee  
From: Judith A. Neu, Village Engineer  
Date: January 24, 2025  
**Re: Highlands Court (Site XII) Acceptance of Improvements**

---

The Developer of the Highlands Court (Site XII) has completed the construction of the public improvements within the right of way of the development. Staff have inspected these public improvements and find them to be acceptable.

Improvements included:

- Sanitary Sewer, Water Main, and Water Lateral within the Highlands Court Public Right of Way to serve Lots 2 and 3 of CSM #12581
- Curb and concrete pavement repairs within the Highlands Court Public Right of Way

The concrete pavement repairs within the Public Right of Way was placed on October 24, 2024.

Staff recommend that the Public Works Committee recommend acceptance of the Public Improvements at the Highlands Court (Site XII) to the Village Board.

If the Village Board agrees, then the warranty period would be for two (2) years from October 24, 2024. The warranty period would expire on October 24, 2026. A letter of credit in the amount of 10% of the total cost of the public improvements will be held through the warranty period per the Developer's Agreement.

RESOLUTION NO. 25-03

WHEREAS: The Plan Commission and Village Board of the Village of Sussex have approved the Certified Survey Map for Highlands Court (Site XII), and

WHEREAS: As required by the Village's Subdivision Control Ordinances and the Developer's Agreement, the Developer has installed the necessary public improvements within Highlands Court to serve Lots 2 and 3 of CSM #12581 (Site XII), and

WHEREAS: The sanitary sewer, water main, and water lateral within the Highlands Court (Site XII) public right of way; public street repairs including curbs, and concrete pavement within Highlands Court (Site XII); have been completed and recommended by the Public Works Committee to be accepted.

NOW, THEREFORE, BE IT RESOLVED by the Village Board of the Village of Sussex, Waukesha County, Wisconsin, that:

1. The public improvements as described above are hereby accepted by the Village and the warranty date for said portion of the system began on October 24, 2024, and shall last until October 24, 2026. The Village shall hold surety for the Development in the amount of 10% of the total cost of the public improvements through the warranty period.

Adopted \_\_\_\_\_

\_\_\_\_\_  
Village President

ATTEST: \_\_\_\_\_  
Clerk-Treasurer