

**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 wanderer 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