

**VILLAGE OF SUSSEX
SUSSEX, WISCONSIN**

**Minutes of the Village Board Meeting of
March 25, 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, Benjamin Jarvis, and President Anthony LeDonne

Members excused: None

Also present: Assistant Village Administrator Katherine Gehl, Village Administrator Jeremy Smith, Village Attorney John Macy, Clerk/Treasurer Jennifer Boehm, Village Engineer Judy Neu, Park and Recreation Director Halie Dobbeck, 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 Jarvis to approve the February 25, 2025 Village Board meeting minutes.

Motion carried 7-0

4. Communications and Public Hearings

A. Village President Report

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

- 3/31 – Board of Fire Commissioners
- 3/28 – In Person Absentee ends
- 4/1 – General Election 7am-8pm
- 4/2 – Architectural Review Board
- 4/5 – Yard Waste Site Opens
- 4/7 – Resident Summer Recreation Registration Begins 9am
- 4/10 – Non-Resident Summer Recreation Registration Begins 9am
- 4/12 – Egg Drop
- 4/14 – Hydrant Flushing begins - through 4/25
- 4/15 – Plan Commission
- 4/16 – Library Board
- 4/18 – Civic Center Offices Closed
- 4/22 – Village Board
- 4/26 – Waukesha County Take back event

B. Municipal Court Judge Timothy Kay

Judge Timothy Kay gave a 2024 update.

5. Committee Reports

A. Board of Fire Commissioners Report

Next meeting will be 3/31.

B. Community Development Authority

Nothing to report.

C. Finance and Personnel Committee Report

1. Motion by Jarvis, seconded by Adkins to approve the February Check Register and P-card Statement in the amount of \$1,188,191.31

Motion carried 7-0

2. Recommendation and possible action on temporary Class "B" retail license for the sale of fermented malt beverages for:

- A. Sussex Lions Club for Sussex Lions Daze at Sussex Village Park from July 11, 2025 through July 13, 2025, Agent: Rick Vodicka.
- B. Sussex Area Service Club for SAS Club Big Engine Show & Threshing Bee at Sussex Village Park from August 23, 2025 through August 25, 2025, Agent: Rick Vodicka.
- C. Humane Animal Welfare Society of Waukesha County for HAWSfest at Sussex Village Park on May 3, 2025, Agent: Jessica Pinkos.
- D. SBA Operations, LLC at the Village Park Concession Stand at Sussex Village Park from May 1, 2025 and ending September 30, 2025, Agent: Samantha May.

Items A through D were taken simultaneously. Motion by Jarvis, seconded by Zoellick to approve temporary Class B retail Fermented Malt Beverage licenses as listed subject to the standard conditions for alcohol license approval.

Motion carried 7-0

3. Motion by Jarvis, seconded by Riedel to approve Resolution No. 25-06 authorizing the redemption of the General Obligation Community Development Bonds, Series 2013, Dated September 17, 2013.

Motion carried 7-0

D. Park & Recreation Board Report

1. Motion by Adkins, seconded by Riedel to approve the 2025 Concession Stand Agreement.

Motion carried 7-0

2. Motion by Wells, seconded by Riedell to approve the award of bid for Village Park Phase B Construction Bids for the Ridge and Park Shop to Nicholas & Associates per their combined bid of \$7,874,601 plus the standard 10% contingency (\$787,460.10) be included for a total

allocation not to exceed \$8,662,061.10.

Adkins opposes the location of the Park Shop.

On roll call,
Jarvis, Wells, LeDonne, Uecker, and Zoellick voted Aye
Adkins and Riedel voted Nay
Motion carried

E. Pauline Haass Library Board Report

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

F. Plan Commission Report

Nothing to report

G. Public Safety and Welfare Report

Nothing to report

H. Public Works Committee Report

1. Motion by Adkins, seconded by Wells to approve the February invoices in the amount of \$13,553.08.

Motion carried 7-0

2. Motion by Adkins, seconded by Zoellick to approve award of paint bidding for WWTF project to the low bidder of TMI out of Sheboygan for \$314,000 with a 10% contingency of \$31,400 for a total \$345,400.

Motion carried 7-0

6. Staff Reports

Ms. Gehl: Winter parking restrictions end on Monday, 3/31. Conducting interviews for the Administrative Assistant position and the Adults over 50 Coordinator.

Mr. Smith: Road project is beginning in the Ridgeview subdivision and in Village Park. The school district discontinued busing for summer bus programs. In response, the Village is running a bus program with 65 seats already allocated and 5 seats remaining. Mr. Smith had a meeting with the Chamber regarding sponsorship opportunities for the Ridge and Park Shop project. The Lions Club and SAS each donated \$100,000. Thank you to the Park Board and Citizen group.

Mr. Macy: Mr. Macy spoke about a case that could make changes to Open Meeting law. More updates will follow.

Ms. Boehm: We are in the second week of In-Person absentee voting. There have been over 1,000 (amended from 100) voters In-Person so far.

7. Comments from Citizens Present

Joseph Osterman, N51W24181 Lisbon Rd., Pewaukee, President of Lisbon wanted to thank President LeDonne, Jeremy Smith, and the Trustees for the pleasure of working together.

Jason Wagner, Sussex Lions Club, thanked the Board for approving the Ridge project.

Rick Vodicka, W239N7180 Maple Ave., Sussex, member of the Sussex Area Service Club. Thanked the Board and Village Staff, Jeremy Smith and Halie Dobbeck for working diligently through the Ridge plans. The clubs feel confident with the designs and believe it will beautify the park.

8. Old Business

None

9. New Business

Zoellick would like to know how many capital improvement program projects are completed, which are fully funded, and which are we borrowing money for.

10. Consideration on resignation and appointments

None

11. Adjournment

A motion by LeDonne, seconded by Jarvis to adjourn at 6:49PM.

Motion carried 7-0

Respectfully submitted,
Jennifer Boehm
Clerk/Treasurer