

**VILLAGE OF SUSSEX
SUSSEX, WISCONSIN**

**Minutes of the Village Board Meeting of
April 22, 2025**

Prior to roll call, the recently elected Village Trustees participated in an oath ceremony.

1. Roll Call

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

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

Members excused: Trustee Scott Adkins

Also present: Assistant Village Administrator Katherine Gehl, Village Administrator Jeremy Smith,
Village Attorney John Macy, Clerk/Treasurer Jennifer Boehm, Community
Development Director Gabe Gilbertson, and members of the Public.

2. Pledge of Allegiance

President LeDonne led the pledge of allegiance.

3. Meeting Minutes

A motion by Uecker, seconded by Wells to approve the March 25, 2025 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:

4/26 – Waukesha County Sheriff take back event 10am-2pm at the Sussex Metro Mart

5/2-5/3 – Village Rummage Sale 8am-3pm

5/3 - Electronic drop off 10am-12pm at the Civic Center

5/6 – Public works Committee and Finance and Personnel Committee meetings

5/7 - ARB

5/19 – Concert on the Plaza 11am-1pm, Plan Commission and Park and Recreation meetings

5/21 – Open Book By Phone 10am-4pm, Library Board meeting

5/22 – Open Book in person 2pm-5pm and Pints in the Park

5/23 – Splash pad opens weather permitting

5/26 – Civic Center/Yard Waste Site Closed

B. Public Hearings

1. The Public Hearing on Ordinance 899 an Amendment to the 2040 Comprehensive Plan of the Village of Sussex, WI for the Land Use Component of the Same was opened at 6:07pm. Community Development Director, Gabe Gilbertson, gave a brief overview of the Ordinance. A letter was read in by Jeremy Smith by Kenneth Heun, N56W22164 Silver Spring Dr., He requests “that the property move its entry /exit from Silver Spring Drive to Townline Road to reduce congestion onto Silver Spring Drive.”

A motion by LeDonne, seconded by Zoellick to close the Public Hearing.

Motion carried 6-0

2. The Public Hearing on Ordinance 900 an Ordinance to rezone certain lands in the Village of Sussex from B-3 Highway Business District to BP-1 Business Park District was opened at 6:12pm. Eric Neumann was present and available for questions. The letter from Kenneth Heun was recognized as read in again.

A motion by LeDonne, seconded by Zoellick to close the Public Hearing.

Motion carried 6-0

3. The Public Hearing on Ordinance 901 amending Chapter 17 subsection 17.0420(A) regarding permitted uses in the BP-1 Zoning District and subsection 17.0506(B)(3) regarding Housing for the Elderly was opened at 6:14pm. Gabe Gilbertson gave a brief overview of the Ordinance.

A motion by LeDonne, seconded by Uecker to close the Public Hearing.

Motion carried 6-0

5. Committee Reports

A. Board of Fire Commissioners Report

Nothing to report

B. Community Development Authority

Nothing to report

C. Finance and Personnel Committee Report

1. Motion by Jarvis, seconded by Wells to approve the March Check Register and P-card Statement in the amount of \$1,385,212.18

Motion carried 6-0

2. Motion by Jarvis, seconded by Reidel to approve the March Ace Hardware purchases in the amount of \$1,068.49. (LeDonne abstained)

Motion carried 6-0

3. Motion by Jarvis, seconded by Uecker to approve a Community Special Event Application for Lake Country Football Club Fundraiser Event for June 7 and recommendation on

Producer Full-Service Retail Sales Application for: Raised Grain Brewing Company, LLC at Amory Park on June 7, 2025, Agent: Nick Reistad.

Motion carried 6-0

4. Full-Service Retail Sales Applications for:

- A. Amorphic Beer, LLC at Village Park on June 6, Aug. 1, and Sept. 20, 2025, Agent: Alan Willhite
- B. Kellermeister Beverages, LLC at Village Park on May 22, 2025, Agent: Chad Ostram
- C. Kellermeister Beverages, LLC at Vista Run Park on June 26, 2025, Agent: Chad Ostram
- D. Kellermeister Beverages, LLC at Sussex Civic Center on July 17, 2025, Agent: Chad Ostram
- E. Kellermeister Beverages, LLC at Sussex Civic Center on Aug. 17, 2025, Agent: Chad Ostram
- F. Kellermeister Beverages, LLC at Armory Park on Sept. 11, 2025, Agent: Chad Ostram

Items A through F were taken simultaneously. Motion by Jarvis, seconded by Wells to Approve Full-Service Retail Sales Applications as listed subject to the standard conditions for Alcohol license approval.

Motion carried 6-0

5. Motion by Jarvis, seconded by Reidel to approve a Temporary Class “B” retail license for the sale of fermented malt beverages for Sussex Baseball Club for Village Park Concession stand from May 1 through September 30, 2025, Agent: Paula Ghelfi.

Motion carried 6-0

6. Motion by Jarvis, seconded by Wells to approve a Temporary Class “B” retail license for the sale of fermented malt beverages for Sussex Area Service Club for Spooky Sussex on October 17, 2025, Agent: Jennifer Waltz.

Motion carried 6-0

7. Motion by Jarvis, seconded by Uecker to approve Resolution No. 25-07 Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$4,330,000 General Obligation Promissory Notes, Series 2025A.

Motion carried 6-0

8. Motion by Jarvis, seconded by Reidel to approve the 2025/2026 Insurance renewal.

Motion carried 6-0

D. Park & Recreation Board Report

Nothing to report

E. Pauline Haass Library Board Report

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

F. Plan Commission Report

1. Motion by Zoellick, seconded by Uecker to approve Ordinance 899 an Amendment to the 2040 Comprehensive Plan of the Village of Sussex, WI for the Land Use Component of the Same.

Motion carried 6-0

2. Motion by Zoellick, seconded by Reidel to approve Ordinance 900 an Ordinance to rezone Certain lands in the Village of Sussex from B-3 Highway Business District to BP-1 Business District.

Eric Neumann stated that the first tenant has 2 trucks/day and 10 employees and the second tenant has 15 employees.

Motion carried 6-0

3. Motion by Zoellick, seconded by Uecker to approve Ordinance 901 amending Chapter 17 Subsection 17.0420(A) regarding permitted uses in the BP-1 Zoning District and subsection 17.0506(B)(3) regarding Housing for the Elderly.

Motion carried 6-0

G. Public Safety and Welfare Report

Nothing to report

H. Public Works Committee Report

Nothing to report

6. Staff Reports

Ms. Gehl: The Library will be closed on Friday for staff development. GFL is the Village of Sussex new trash company. There is an offer out for the Administrative Assistant position and 2nd round interviews for the Adults Over 50 Program Coordinator begin next Tuesday.

Mr. Smith: We received notice from the State that we received a 1.6 million dollar grant to complete the Corky Curtis Trail although, receiving the grant relies on Federal Funds coming through. The Village and Waukesha County are hosting a Hwy K open house on May 13 from 4:30pm-6:30pm. Mr. Smith gave an update on the 2026-2030 CIP. We do not anticipate any borrowing for next year.

Mr. Macy: The Supreme Court upheld Governors Evers partial veto to increase spending for schools by 800 million dollars each budget cycle for the next 400 years.

Ms. Boehm: Nothing to Report

7. Comments from Citizens Present

None

8. Old Business

None

9. New Business

None

10. Consideration on resignation and appointments

A. 2025 Annual Village Trustee Committee Appointments.

A motion by Uecker, seconded by Jarvis to accept the Trustee committee appointments.

Motion carried 6-0

B. Citizen Appointments for Plan Commission, CDA, BOFC, Zoning Board of Appeals, Fire Appeals Board, and Library Board.

A motion by Jarvis, seconded by Zoellick to appointment the Citizen Appointments.

Motion carried 6-0

11. Adjournment

A motion by LeDonne, seconded by Jarvis to adjourn at 6:44PM.

Motion carried 6-0

Respectfully submitted,
Jennifer Boehm
Clerk/Treasurer