



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

VILLAGE BOARD AGENDA
VILLAGE OF SUSSEX
6:00 PM TUESDAY, MAY 27, 2025
SUSSEX CIVIC CENTER – BOARD ROOM 2nd FLOOR
N64W23760 MAIN STREET

1. Roll call.
2. Pledge of Allegiance.
3. Consideration and possible action on minutes of the Village Board meeting on April 22, 2025.
4. Communications and Public Hearings.
 - A. Village President Report on meetings attended/upcoming, and communications.
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 April check register and p-card.
 2. Recommendation and possible action on April Ace Hardware purchases.
 3. Recommendation and possible action on application for a Mobile Food Vendor for Two Brothers Pizza, 12524 W Hampton Ave, Butler 53007 for El Taco Feliz.
 4. Recommendation and possible action on 2025 1st Quarter Investment Report.
 5. Recommendation and possible action on Village of Richfield notice of discontinuance with Building Inspection Contract and re-establishment of Building Inspector position.
 - 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 Eagle Scout Project: Nancy A. Whalen Trail Stairs (Eagle Scout: Braden Desmarais).
 - 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.
 - 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 April Public Works bills for payment.
 2. Recommendation and possible action on 2024 Annual DNR Stormwater Report.
 3. Recommendation and possible action on Utility Pick-up Truck replacement.
6. Staff Reports on upcoming events, projects, future agendas and scheduled meetings.
7. Comments from citizens present.
8. Old Business.

1. Recommendation and possible action on bids for stormwater pond at Village Park.
9. New Business.
10. Consideration and possible action on resignations and appointments.
11. Adjournment.

Anthony LeDonne
Village President

Jeremy Smith
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
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

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 May1 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



N64W23760 Main Street
Sussex, Wisconsin 53089
Phone (262) 246-5211
FAX (262) 246-5222
Email: info@villagesussex.org
Website: www.villagesussex.org

MEMORANDUM

To: Village Board
From: Jennifer Boehm, Clerk/Treasurer
Re: Village Board Meeting- May 27, 2025
Date: May 22, 2025

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

5.C.1. The Finance and Personnel Committee recommends approval of the April 2025 Check Register and P-card Statements in the amount of \$1,022,788.78. Please see the disbursement summaries and registers for additional information.

5.C.2. The Finance and Personnel Committee recommends approval of the April Ace Hardware purchases in the amount of \$733.72. Please see the disbursement summaries for additional information.

5.C.3. The Finance and Personnel Committee recommends approval of an application for a Mobile Food Vendor for Two Brothers Pizza, 12524 W Hampton Ave, Butler 53007 for El Taco Feliz. Please see the application for more information.

5.C.4. The Finance and Personnel Committee recommends approval of the 1st Quarter Investment Report as presented.

5.C.5. The Finance and Personnel Committee recommends approval of the reestablishment of the Building Inspector position description and the hiring of said position in 2025. The Village of Richfield has given notice they are terminating the contract with the Village of Sussex. Prior to the joint arrangement with Richfield, Sussex had its own building inspector. After examining the options, it makes the most sense for Sussex to pursue that avenue again. This will not require additional budgetary funds. Please see the memo from Assistant Village Administrator Katherine Gehl for more information.

5.D.1. The Park and Recreation Board recommends approval for an Eagle Scout project by Braden Desmarais to add stairs to the Nancy Whelan Trail. Please see the design plan for more information.

5.H.1. The Public Works Committee recommends approval of the April invoices in the amount of \$609,776.49. Please see the bills list for more information.

5.H.2. The Public Works Committee recommends approval of the 2024 Annual DNR Stormwater Report. Please see the memo from Village Engineer Judith Neu for more information.

5.H.3. The Public Works Committee recommends approval to purchase a replacement water utility vehicle from Lynch Truck Ctr. for \$48,130 who was the lowest bidder. A total of \$50,000 was budgeted to purchase a service truck as part of the 2025 Water Utility Budget. Please see the memo from Public Works Foreman Dan Plese for more information.

8.A. The stormwater pond for Village Park bids were received on Thursday. The recommendation is to accept the low and responsive bid from New Berlin Grading for \$354,928.50 with the standard 10% contingency for a total allocation of \$390,421.35. The project budget included in the 2025 budget was \$986,500 with funds coming from the Stormwater Utility. The Village was able to take advantage of the market slowdown in construction that is occurring in the second quarter of 2025 with these grading contractors hungry for work. Please see the memo from Village Public Works Director Engineer Judy Neu for more information.

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

Payroll Registers

First Pay Period - Regular	\$	161,586.26	
Second Pay Period - Board	\$	<u>165,249.17</u>	
Total Payroll	\$	326,835.43	
P-Card Purchases	\$	203,262.13	(Including library and village)
Check Register (04/01/25 - 04/30/25)	\$	<u>492,691.22</u>	(less Ace Hardware)
Grand Total	\$	<u>1,022,788.78</u>	

Report Criteria:

Report type: GL detail

Vendor.Vendor number = {<>} 2

Check.Type = {<>} "Adjustment"

Check Issue Date	Check Number	Merchant Name	Description	Amount	Invoice GL Account	Invoice GL Account Title
04/04/2025	21263	ANDREAS, SHADNEY	REIMB PARAMEDIC CLAS	189.00	100-52200-000-324	Schooling & Dues
04/04/2025	21264	ASSOCIATED APPRAISAL CONSULT - ACH	ASSESSOR FEES APRIL 2025	4,500.00	100-51530-000-218	Assessor--Fees
04/04/2025	21265	BATTERIES PLUS LLC - ACH	WATER - WELL#5 SUPPLIES	38.10	610-53700-000-955	Pumping-Maint of Equipment
04/04/2025	21266	BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	201.75	100-52200-000-342	Medical Supplies
04/04/2025	21266	BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	392.86	100-52200-000-342	Medical Supplies
04/04/2025	21267	CARLSON, JEFF - ACH	WRWA REIM MILEAGE & MEALS	208.80	610-53700-000-930	Misc General Expenses
04/04/2025	21268	CARRICO AQUATIC RESOURCES - ACH	PH HELP AGREEMENT 2025 1 OF 4	400.00	100-55200-000-394	Splashpad Operations
04/04/2025	21269	COUNSILMAN/HUNSAKER & ASSOCIATES INC	POOL STUDY	6,700.00	100-57620-000-820	Improvements
04/04/2025	21270	E.H. WOLF & SONS INC-SLINGER	TANK #4 NO LEAD	619.55	100-16110	Inventory
04/04/2025	21271	GANNETT WISCONSIN LOCALIQ	PARKING LOTS REHABILITATION PROJECT	475.43	100-57140-000-820	Improvements
04/04/2025	21271	GANNETT WISCONSIN LOCALIQ	WATER POLLUTION CONTROL FACILITY UPGRA	495.86	620-18331	Structures & Improvements
04/04/2025	21271	GANNETT WISCONSIN LOCALIQ	ROAD PROGRAM PROJECT	548.07	100-57324-000-810	Equipment
04/04/2025	21272	GRAINGER - ACH	ARMORY URINAL REPAIR	43.30	100-55200-000-242	Maint--Bldg & Facilities
04/04/2025	21273	HAWKINS INC - ACH	PHOSPHORUS REMOVAL	18,194.40	620-53610-300-411	Phosphorus Removal Chemical
04/04/2025	21273	HAWKINS INC - ACH	38561 HEAD	677.19	610-53700-000-955	Pumping-Maint of Equipment
04/04/2025	21273	HAWKINS INC - ACH	AZONE 15	9,845.13	610-53700-000-631	Treatment-Chemicals
04/04/2025	21274	BAUMANN, JONATHAN - ACH	REIMBURSEMENT - WRWA CONF. MILEAGE & E	289.16	610-53700-000-930	Misc General Expenses
04/04/2025	21275	LIEDTKE, CHRISTINE - ACH	REIM ROSTERS/FOOD PICK UP	75.95	100-55300-000-390	Expenses
04/04/2025	21276	PLESE, DANIEL - ACH	REIMBURSEMENT - WRWA CONF MILEAGE & EX	250.50	610-53700-000-930	Misc General Expenses
04/04/2025	21277	RELIANT FIRE APPARATUS INC - ACH	REPAIRS - UNIT 24094-1 (2961	371.15	100-52200-000-244	Maint--Vehicle
04/04/2025	21278	RUCHI BHOOTRA	CHALLENGE ISLAND WORLD CRUISE CAMP	1,150.00	100-55350-000-140	Program Instructors
04/04/2025	21279	SUPPLY ZONE LLC	EMPTY 250 GALLON IBC TOTE	30.00	620-53610-100-249	Maint--General Plant
04/04/2025	21280	WISCONSIN STEAM CLEANER SALES	PARTS/MATERIALS	362.57	620-53610-100-249	Maint--General Plant
04/11/2025	21281	AMERICAN INDUSTRIAL MEDICAL	SAFETY - HEARING TESTS	225.00	100-55200-000-390	Expenses
04/11/2025	21281	AMERICAN INDUSTRIAL MEDICAL	SAFETY - HEARING TESTS	281.25	100-53311-000-390	Expenses
04/11/2025	21281	AMERICAN INDUSTRIAL MEDICAL	SAFETY - HEARING TESTS	168.75	610-53700-000-930	Misc General Expenses
04/11/2025	21281	AMERICAN INDUSTRIAL MEDICAL	SAFETY - HEARING TESTS	225.00	620-53610-100-345	Supplies
04/11/2025	21282	AMERIGRAPHS - ACH	BUSINESS CARDS - HD, CL	92.00	100-55200-000-390	Expenses
04/11/2025	21282	AMERIGRAPHS - ACH	BUSINESS CARDS - JB, DC	92.00	100-51420-000-390	Expenses
04/11/2025	21282	AMERIGRAPHS - ACH	BUSINESS CARDS - KG	46.00	620-53610-100-345	Supplies
04/11/2025	21282	AMERIGRAPHS - ACH	ENVELOPES	33.15	100-51491-000-310	Office Supplies
04/11/2025	21282	AMERIGRAPHS - ACH	ENVELOPES	15.47	100-51410-000-310	Office Supplies
04/11/2025	21282	AMERIGRAPHS - ACH	ENVELOPES	88.40	100-51420-000-310	Office Supplies
04/11/2025	21282	AMERIGRAPHS - ACH	ENVELOPES	15.47	100-51510-000-310	Office Supplies
04/11/2025	21282	AMERIGRAPHS - ACH	ENVELOPES	8.84	100-52200-000-345	Supplies

Check Issue Date	Check Number	Merchant Name	Description	Amount	Invoice GL Account	Invoice GL Account Title
04/11/2025	21282	AMERIGRAPHICS - ACH	ENVELOPES	33.15	100-52400-000-390	Expenses
04/11/2025	21282	AMERIGRAPHICS - ACH	ENVELOPES	15.47	100-53311-000-345	Supplies
04/11/2025	21282	AMERIGRAPHICS - ACH	ENVELOPES	11.05	100-55200-000-310	Office Supplies
04/11/2025	21282	AMERIGRAPHICS - ACH	ENVELOPES	88.40	100-55300-000-310	Office Supplies
04/11/2025	21282	AMERIGRAPHICS - ACH	ENVELOPES	57.46	610-53700-000-921	Office Supplies & Expenses
04/11/2025	21282	AMERIGRAPHICS - ACH	ENVELOPES	57.46	620-53610-100-310	Office Supplies
04/11/2025	21282	AMERIGRAPHICS - ACH	ENVELOPES	17.68	640-53650-000-310	Office Supplies
04/11/2025	21283	BERRES, THOMAS A - ACH	REIMBURSEMENT - MILEAGE BERRES	217.00	100-55300-000-390	Expenses
04/11/2025	21284	BOEHM, JENNIFER - ACH	REIMB MILEAGE FEB/MARCH 2025	47.60	100-51420-000-390	Expenses
04/11/2025	21285	BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	181.18	100-52200-000-342	Medical Supplies
04/11/2025	21286	FAMILY STRONG INC. - ACH	WINTER SEESION 3/18, 4/1 & 4/8	427.50	100-55350-000-140	Program Instructors
04/11/2025	21287	GRAINGER - ACH	SHOP RESTROOM URINAL REPAIR	86.60	100-55200-000-242	Maint--Bldg & Facilities
04/11/2025	21287	GRAINGER - ACH	LOCK FOR MENS ROOM SHOP	240.75	100-55200-000-242	Maint--Bldg & Facilities
04/11/2025	21288	HOOPER HANDS - ACH	PASS SHOOT SCORE 3/8/25-4/5/25	3,654.00	100-55350-000-140	Program Instructors
04/11/2025	21289	INFOSEND INC - ACH	UB PROCESSING - MARCH 2025	679.24	640-53650-000-310	Office Supplies
04/11/2025	21289	INFOSEND INC - ACH	UB PROCESSING - MARCH 2025	679.24	620-53610-100-215	Accountant
04/11/2025	21289	INFOSEND INC - ACH	UB PROCESSING - MARCH 2025	679.43	610-53700-000-903	Accounting Supplies & Expenses
04/11/2025	21290	NORTH SHORE BANK FSB - ACH	DEFERRED COMPENSATION	61.92	100-14500	Due from Haass Library
04/11/2025	21290	NORTH SHORE BANK FSB - ACH	DEFERRED COMPENSATION	1,883.23	100-21520	North Shore Withheld
04/11/2025	21291	PROFESSIONAL FIRE FIGHTERS	UNION DUES 3/15/25 - 3/28/2025	766.64	100-21550	Union Dues Withheld
04/11/2025	21292	PULVERMACHER, ANNE - ACH	REIMBURSEMENT - MILEAGE FEB/MARCH 2025	93.80	610-53700-000-930	Misc General Expenses
04/11/2025	21293	REINDERS - ACH	BATTERS BOX REBUILD LIGHTED DIAMOND	486.70	100-55200-000-391	Baseball Diamonds
04/11/2025	21294	RIVER RUN COMPUTERS INC - ACH	IT SOFTWARE	1,959.80	100-51430-000-397	Licensing Costs
04/11/2025	21294	RIVER RUN COMPUTERS INC - ACH	IT SOFTWARE	568.67	610-53700-000-923	Outside Services Employed
04/11/2025	21294	RIVER RUN COMPUTERS INC - ACH	IT SOFTWARE	546.17	620-53610-100-212	Outside Services
04/11/2025	21294	RIVER RUN COMPUTERS INC - ACH	IT SOFTWARE	138.15	640-53650-000-340	Data Processing Services
04/11/2025	21295	TOTAL TOOL - ACH	SAFETY EQUIPMENT	669.18	620-53610-100-345	Supplies
04/11/2025	21295	TOTAL TOOL - ACH	SAFETY EQUIPMENT	669.17	610-53700-000-930	Misc General Expenses
04/25/2025	21296	ASCHER, SCOTT M. - ACH	REIMBURSEMENT - APWA SNOW CONF EXPEN	631.24	100-53311-000-390	Expenses
04/25/2025	21297	CARRICO AQUATIC RESOURCES - ACH	SPLASH PAD SUPPLIES	843.61	100-55200-000-394	Splashpad Operations
04/25/2025	21298	E.H. WOLF & SONS INC-SLINGER	TANK #4 NO LEAD	388.28	100-16110	Inventory
04/25/2025	21298	E.H. WOLF & SONS INC-SLINGER	TANK #5 DIESEL	712.12	100-16120	Diesel Inventory
04/25/2025	21298	E.H. WOLF & SONS INC-SLINGER	TANK #4 NO LEAD	551.49	100-16110	Inventory
04/25/2025	21298	E.H. WOLF & SONS INC-SLINGER	TANK #5 DIESEL	236.62	100-16120	Diesel Inventory
04/25/2025	21299	HAWKINS INC - ACH	1 LB BLK (MINI-BULK)	1,657.36	610-53700-000-631	Treatment-Chemicals
04/25/2025	21300	NASSCO INC. - ACH	CLEANING SUPPLIES	543.58	100-55200-000-298	Contract--Misc Sanitation
04/25/2025	21301	NORTH SHORE BANK FSB - ACH	DEFERRED COMPENSATION 4/25/2025	1,883.23	100-21520	North Shore Withheld
04/25/2025	21301	NORTH SHORE BANK FSB - ACH	DEFERRED COMPENSATION 4/25/2025	61.92	100-14500	Due from Haass Library
04/04/2025	68800	DNR - 78816 - ACH	WILDLAND FIRES EQUIP GRANT	1,854.09	100-57220-000-810	Equipment
04/04/2025	68802	EMSPS FIRE APP	MEDICAL PROTOCOL APP SUBSCRIPTION 2025	381.00	100-52200-000-340	Data Processing Services

Check Issue Date	Check Number	Merchant Name	Description	Amount	Invoice GL Account	Invoice GL Account Title
04/04/2025	68803	ENVIRONMENTAL EQUIPMENT - PCARD	STORMWATER VEHICLE REPAIR	8,298.20	640-53650-000-244	Maint--Vehicle
04/04/2025	68804	ESPIRE HOMES INC	OCC BD REF:N54W25343 CRESCENT HILL DR, S	100.00	100-23230	Occupancy Deposits
04/04/2025	68805	GUETZKE & ASSOCIATES INC	PAVILION ANNUAL FIRE ALARM MONITORING	365.00	100-55200-000-242	Maint--Bldg & Facilities
04/04/2025	68806	HELM SERVICE	REPLACE RTU PRESSURE SWITCH	795.35	620-53610-100-249	Maint--General Plant
04/04/2025	68807	L F GEORGE INC	SKYJACK/REDI-HAUL	9,651.50	100-57324-000-810	Equipment
04/04/2025	68807	L F GEORGE INC	SKYJACK/REDI-HAUL	4,825.75	610-53700-000-930	Misc General Expenses
04/04/2025	68807	L F GEORGE INC	SKYJACK/REDI-HAUL	4,825.75	620-53610-100-345	Supplies
04/04/2025	68808	MACQUEEN EQUIPMENT	QUICK COUPLER/FILL STATION ADAPTER	1,210.00	100-57220-000-810	Equipment
04/04/2025	68809	MILLER-BRADFORD & RISBERG INC	CREDIT FROM DOUBLE PAYMENT	644.06	100-53311-000-240	Maint--Equipment
04/04/2025	68809	MILLER-BRADFORD & RISBERG INC	ACCELERATOR 721	241.95	100-53311-000-240	Maint--Equipment
04/04/2025	68809	MILLER-BRADFORD & RISBERG INC	COUPLING	55.65	100-55200-000-240	Maint--Equipment
04/04/2025	68809	MILLER-BRADFORD & RISBERG INC	COUPLING	55.65	100-53311-000-240	Maint--Equipment
04/04/2025	68809	MILLER-BRADFORD & RISBERG INC	STERLING TRUCK	7,395.13	100-53311-000-244	Maint--Vehicle
04/04/2025	68810	MUNICIPAL LAW & LITIGATION	ATTORNEY FEES-TRAFFIC	3,287.00	100-51300-000-210	Legal Fees--Traffic
04/04/2025	68810	MUNICIPAL LAW & LITIGATION	ATTORNEY FEES-OPINION	2,740.40	100-51300-000-211	Legal Fees--Opinions
04/04/2025	68811	NEWPORT NETWORK SOLUTIONS INC	DOOR CAR READERS	3,578.16	100-57190-000-810	Equipment
04/04/2025	68812	PRESTWICK GROUP	YEARLY PICNIC TABLE PURCHASE 2025	15,000.00	100-57620-000-820	Improvements
04/04/2025	68813	KATHLEEN A DOWNEY DBA:	CHAIR & GENTLE YOGA - MARCH 2025	240.00	100-55350-000-140	Program Instructors
04/04/2025	68814	WILLIAM REID	SPARE PART SETS	714.27	610-53700-000-635	Trtmt-Maint of Equipment
04/04/2025	68815	WIL-surge ELECTRIC, INC	GENERATORS CONSTRUCTION	11,875.00	100-57140-000-820	Improvements
04/11/2025	68816	A TIME FOR ME	YOUTH MUSIC MAKERS 2/14-3/14	224.00	100-55350-000-140	Program Instructors
04/11/2025	68817	CEDAR CORPORATION	STORM POND PROJECT 3	2,885.00	100-57620-000-820	Improvements
04/11/2025	68818	DORNER COMPANY - SUSSEX	VILLAGE OF LISBON SEWER; MAINT, NEW PUM	6,774.00	620-115-46412	Sewer--Other Governments
04/11/2025	68819	FERGUSON WATERWORKS #1476	WSHR SET F/#2 NEW STYLE	119.95	610-53700-000-654	Maint of Hydrants
04/11/2025	68820	HAVENS PETTING FARM LLC	BALANCE DUE - EGG DROP EVEN - PETTING ZO	996.00	100-55202-000-403	Special Events
04/11/2025	68821	INDELCO PLASTICS CORPORATION	3/8" TUBE CONNECTOR	130.45	610-53700-000-635	Trtmt-Maint of Equipment
04/11/2025	68822	INSIGHT FS - MAPLETON	TURFACE PRO LEAGUE/CLAY/CHALK	1,409.36	100-55200-000-391	Baseball Diamonds
04/11/2025	68823	MISSION SQUARE	MISSION SQUARE	3,232.44	100-21521	ICMA Withheld
04/11/2025	68823	MISSION SQUARE	MISSION SQUARE	308.41	100-14500	Due from Haass Library
04/11/2025	68824	JESTER, TRACY	GLITTER TATTOOS - EGG DROP EVENT	945.00	100-55202-000-403	Special Events
04/11/2025	68825	TROTTER & ASSOCIATES INC.	2025 WPCF UPGRADES (INSPECTION CONTRA	11,771.43	620-18716	Const In Progress - Sewer Proj
04/11/2025	68826	UNEMPLOYMENT INSURANCE	UNEMPLOYMENT COUPON 13786249	296.00	100-55200-000-155	Unemployment Compensation
04/11/2025	68826	UNEMPLOYMENT INSURANCE	UNEMPLOYMENT COUPON 13786249	603.00	100-52200-000-155	Unemployment Compensation
04/11/2025	68826	UNEMPLOYMENT INSURANCE	UNEMPLOYMENT COUPON	118.00	100-55200-000-155	Unemployment Compensation
04/11/2025	68826	UNEMPLOYMENT INSURANCE	UNEMPLOYMENT COUPON	213.25	100-55200-000-155	Unemployment Compensation
04/11/2025	68827	UTILITY SERVICE COMPANY	PEDISPHERE PLANT TANK	735.25	610-53700-000-650	Maint of Distribution System
04/11/2025	68827	UTILITY SERVICE COMPANY	PEDISPHERE WOODSIDE TANK	656.25	610-53700-000-650	Maint of Distribution System
04/11/2025	68827	UTILITY SERVICE COMPANY	STANDPIPE	868.50	610-53700-000-650	Maint of Distribution System
04/11/2025	68828	VILLAGE OF RICHFIELD	APRIL 2025 BUILDING INSPECTION CONTRACT	10,493.85	100-52400-000-290	Contractual Fees
04/11/2025	68829	WAUKESHA COUNTY TREASURER	MUNICIPAL PATROL	181,862.13	100-52100-000-290	Contractual Fees

Check Issue Date	Check Number	Merchant Name	Description	Amount	Invoice GL Account	Invoice GL Account Title
04/11/2025	68829	WAUKESHA COUNTY TREASURER	MUNICIPAL PATROL CONTRACT SMOOTHING	1,312.64	100-52100-000-290	Contractual Fees
04/11/2025	68830	WI DEPT OF JUSTICE - 93970	BACKGROUND CHECKS	21.00	100-55200-000-390	Expenses
04/11/2025	68830	WI DEPT OF JUSTICE - 93970	BACKGROUND CHECKS	63.00	100-000-44120	Operator s Licenses
04/11/2025	68830	WI DEPT OF JUSTICE - 93970	BACKGROUND CHECKS	168.00	100-000-44124	Peddler s Licenses
04/11/2025	68830	WI DEPT OF JUSTICE - 93970	BACKGROUND CHECKS	3.50	100-53311-000-390	Expenses
04/11/2025	68830	WI DEPT OF JUSTICE - 93970	BACKGROUND CHECKS	24.50	610-53700-000-930	Misc General Expenses
04/11/2025	68830	WI DEPT OF JUSTICE - 93970	BACKGROUND CHECKS	7.00	620-53610-100-345	Supplies
04/11/2025	68830	WI DEPT OF JUSTICE - 93970	BACKGROUND CHECKS	45.00	100-55350-000-180	Human Resources Expense
04/25/2025	68831	ANGELROTH, KIM	REIMB FOOD 1ST FLOOR MTG	6.00	100-51420-000-390	Expenses
04/25/2025	68831	ANGELROTH, KIM	REIMB FOOD 1ST FLOOR MTG	6.00	100-55300-000-390	Expenses
04/25/2025	68832	BEAR GRAPHICS INC	ELECTION ENVELOPES	711.49	100-51440-000-390	Expenses
04/25/2025	68833	BMO HARRIS BANK NA - PAYMENTS	SUMMER ACTIVITY GUIDE POSTAGE	3,609.16	100-55350-000-310	Office Supplies
04/25/2025	68834	CITY OF WEST BEND WI	AQUAPARK TICKETS	750.00	100-55350-100-390	DAY CAMP Expenses
04/25/2025	68835	CONTREE SPRAYER & EQUIPMENT CO LLC	NIPPLE/MALE ADAPTER 1" FEMALE THREAD	20.71	100-53311-000-345	Supplies
04/25/2025	68836	DELTA DENTAL	DELTA DENTAL	1.92	280-54910-000-135	Employee Insurance
04/25/2025	68836	DELTA DENTAL	DELTA DENTAL	117.51	100-14500	Due from Haass Library
04/25/2025	68836	DELTA DENTAL	DELTA DENTAL	334.43	610-53700-000-926	Employee Pension & Benefits
04/25/2025	68836	DELTA DENTAL	DELTA DENTAL	108.90	640-53650-000-135	Employee Insurance
04/25/2025	68836	DELTA DENTAL	DELTA DENTAL	305.63	620-53610-100-135	Employee Insurance
04/25/2025	68836	DELTA DENTAL	DELTA DENTAL	31.74	100-51491-000-135	Employee Insurance
04/25/2025	68836	DELTA DENTAL	DELTA DENTAL	31.13	100-51410-000-135	Employee Insurance
04/25/2025	68836	DELTA DENTAL	DELTA DENTAL	19.46	100-51420-000-135	Employee Insurance
04/25/2025	68836	DELTA DENTAL	DELTA DENTAL	14.79	100-51510-000-135	Employee Insurance
04/25/2025	68836	DELTA DENTAL	DELTA DENTAL	86.78	100-51600-000-135	Employee Insurance
04/25/2025	68836	DELTA DENTAL	DELTA DENTAL	8.21	100-52400-000-135	Employee Insurance
04/25/2025	68836	DELTA DENTAL	DELTA DENTAL	36.53	100-54600-000-135	Employee Insurance
04/25/2025	68836	DELTA DENTAL	DELTA DENTAL	161.90	100-53311-000-135	Employee Insurance
04/25/2025	68836	DELTA DENTAL	DELTA DENTAL	31.19	100-53635-000-135	Employee Insurance
04/25/2025	68836	DELTA DENTAL	DELTA DENTAL	62.75	100-56700-000-135	Employee Insurance
04/25/2025	68836	DELTA DENTAL	DELTA DENTAL	26.53	100-51430-000-135	Employee Insurance
04/25/2025	68836	DELTA DENTAL	DELTA DENTAL	138.02	100-55200-000-135	Employee Insurance
04/25/2025	68836	DELTA DENTAL	DELTA DENTAL	799.94	100-52200-000-135	Employee Insurance
04/25/2025	68836	DELTA DENTAL	DELTA DENTAL	109.03	100-55202-000-135	Employee Insurance
04/25/2025	68836	DELTA DENTAL	DELTA DENTAL	127.46	100-55350-000-135	Employee Insurance
04/25/2025	68836	DELTA DENTAL	DELTA DENTAL	68.78	100-55300-000-135	Employee Insurance
04/25/2025	68836	DELTA DENTAL	DELTA VISION	256.81	100-21596	Vision Insurance
04/25/2025	68836	DELTA DENTAL	DELTA VISION	5.92	100-14500	Due from Haass Library
04/25/2025	68836	DELTA DENTAL	DELTA VISION	5.92	100-14500	Due from Haass Library
04/25/2025	68837	DEPT. OF NATURAL RES EAS/7	OPERATOR CERTIFICATION FEE	45.00	610-53700-000-930	Misc General Expenses
04/25/2025	68838	EGGERS IMPRINTS	YARDWASTE STAFF	142.00	100-53635-000-345	Supplies

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04/25/2025	68839	FERGUSON WATERWORKS #1476	GASKETS	57.44	620-53610-200-243	Maint--Collection Pump Equip
04/25/2025	68839	FERGUSON WATERWORKS #1476	PARTS	1,312.64	620-53610-100-249	Maint--General Plant
04/25/2025	68839	FERGUSON WATERWORKS #1476	6 BX BSE 6860 DOM;36 VLV BX;6VLV BX ADPT #6	923.60	610-53700-000-651	Maint of Mains
04/25/2025	68840	GAMETIME	REPLACEMENT PANEL FOR RIDGEVIEW PLAYG	3,692.35	100-55200-000-396	Playgrounds
04/25/2025	68841	HAMILTON SCHOOL DISTRICT	DANCE RECITAL - STAGE RENTAL/FULL THEATR	2,462.50	100-55350-200-390	DANCE Expenses
04/25/2025	68842	HARBOR HOMES	OCC BD REF: W256N6785 ALPINE DR	100.00	100-23230	Occupancy Deposits
04/25/2025	68842	HARBOR HOMES	OCC BD REF:N65W25291 & N65W25293 HEAVEN	500.00	100-23230	Occupancy Deposits
04/25/2025	68842	HARBOR HOMES	OCC BD REF: N256W6766 ALPINE DR	100.00	100-23230	Occupancy Deposits
04/25/2025	68842	HARBOR HOMES	OCC BD REF W256N6777 ALPINE DRIVE	100.00	100-23230	Occupancy Deposits
04/25/2025	68842	HARBOR HOMES	OCC BD RF W227N7726 WOODLAND	100.00	100-23230	Occupancy Deposits
04/25/2025	68842	HARBOR HOMES	OCC BD RF W228N7791 WOODLAND COURT	100.00	100-23230	Occupancy Deposits
04/25/2025	68842	HARBOR HOMES	BD REF W254N6666 ASPEN LANE	2,000.00	100-23220	Road Cleaning Deposits
04/25/2025	68842	HARBOR HOMES	BD REF W254N6666 ASPEN LANE	400.00	100-23240	Landscaping/Erosion Deposits
04/25/2025	68842	HARBOR HOMES	BD REF W253N6688 ASPEN	2,000.00	100-23220	Road Cleaning Deposits
04/25/2025	68842	HARBOR HOMES	BD REF W253N6688 ASPEN	400.00	100-23240	Landscaping/Erosion Deposits
04/25/2025	68843	ICMA MEMBERSHIP RENEWALS	MEMBERSHIP RENEWAL - JS	244.75	620-53610-100-345	Supplies
04/25/2025	68843	ICMA MEMBERSHIP RENEWALS	MEMBERSHIP RENEWAL - JS	244.75	610-53700-000-930	Misc General Expenses
04/25/2025	68843	ICMA MEMBERSHIP RENEWALS	MEMBERSHIP RENEWAL - JS	489.48	100-51410-000-390	Expenses
04/25/2025	68844	KORNDORFER HOMES	OCC BD REF:W246N7552 OVERLAND RD, SUSS	100.00	100-23230	Occupancy Deposits
04/25/2025	68844	KORNDORFER HOMES	OCC BD RF N75W24712 OVERLAND	100.00	100-23230	Occupancy Deposits
04/25/2025	68845	MILLER-BRADFORD & RISBERG INC	S.B. (FL) PINK	75.00	100-53311-000-230	Maint--Street Materials
04/25/2025	68846	MISSION SQUARE	MISSION SQUARE	308.41	100-14500	Due from Haass Library
04/25/2025	68846	MISSION SQUARE	MISSION SQUARE	3,232.44	100-21521	ICMA Withheld
04/25/2025	68847	NORTH POINTE CONSTRUCTION	BD REF W240N5726 MAPLE GROVE LN	2,000.00	100-23220	Road Cleaning Deposits
04/25/2025	68847	NORTH POINTE CONSTRUCTION	BD REF W240N5726 MAPLE GROVE LN	400.00	100-23240	Landscaping/Erosion Deposits
04/25/2025	68847	NORTH POINTE CONSTRUCTION	BD REF W241N5691 MAPLE GROVE LANE	2,000.00	100-23220	Road Cleaning Deposits
04/25/2025	68847	NORTH POINTE CONSTRUCTION	BD REF W241N5691 MAPLE GROVE LANE	400.00	100-23240	Landscaping/Erosion Deposits
04/25/2025	68848	RECHLIN BUILDERS	OCC BD REF W253N5552 CRESCENT HILL DRIV	100.00	100-23230	Occupancy Deposits
04/25/2025	68849	RITTER TECHNOLOGY LLC	CRIMP HOSE ASSEMBLY	230.65	100-53311-000-240	Maint--Equipment
04/25/2025	68850	T & T TREE SERVICE, LLC	CLEAR BRUSH AND TREES AROUND 2 PONDS	3,750.00	640-53650-000-242	Maint--Bldg & Facilities
04/25/2025	68851	TIM O'BRIEN HOMES	OCC BD REF:N65W25555 BEAVER CREEK LN	100.00	100-23230	Occupancy Deposits
04/25/2025	68851	TIM O'BRIEN HOMES	OCC BD REF LOT102 SUSSEX PRSRV	100.00	100-23230	Occupancy Deposits
04/25/2025	68851	TIM O'BRIEN HOMES	OCC BD RF LOT132 SUSSEX PRSRVE	100.00	100-23230	Occupancy Deposits
04/25/2025	68852	VERIZON WIRELESS	HOT SPOT - PK GARAGE	40.05	100-55200-000-220	Utilities--Telephone
04/25/2025	68852	VERIZON WIRELESS	MONTHLY HOT SPOTS - ARMORY PK	40.01	100-55200-000-220	Utilities--Telephone
04/25/2025	68852	VERIZON WIRELESS	HOT SPOTS - MADELINE PK	40.01	100-55200-000-220	Utilities--Telephone
04/25/2025	68853	WAUKESHA COUNTY TREASURER	SALT SALES	73,899.73	100-53311-000-376	Salt & Sand
04/25/2025	68853	WAUKESHA COUNTY TREASURER	2025 PUBLIC SAFETY SOFTWARE SUPPORT	3,166.88	100-52200-000-246	Maint--Radio
04/25/2025	68853	WAUKESHA COUNTY TREASURER	EBLE LEARN TO SKATE	1,110.00	100-55350-000-140	Program Instructors
04/25/2025	68854	WI DEPT OF JUSTICE - TIME	TIME ACCESS CHARGE TRADITIONAL	180.00	100-52100-000-390	Expenses

Check Issue Date	Check Number	Merchant Name	Description	Amount	Invoice GL Account	Invoice GL Account Title
04/25/2025	68855	WILLIAM RYAN HOMES-MADISON22	L/S BD RF N55W24201 PEPPERTREE DR S	2,000.00	100-23220	Road Cleaning Deposits
04/25/2025	68855	WILLIAM RYAN HOMES-MADISON22	L/S BD RF N55W24201 PEPPERTREE DR S	400.00	100-23240	Landscaping/Erosion Deposits
04/25/2025	68856	WILLIAM RYAN-MONONA	LS/ST BD REF N56W24230 TORREY PINES	2,000.00	100-23220	Road Cleaning Deposits
04/25/2025	68856	WILLIAM RYAN-MONONA	LS/ST BD REF N56W24230 TORREY PINES	400.00	100-23240	Landscaping/Erosion Deposits
Grand Totals:				492,691.22		

Posting Date	Merchant Name	Amount	Name
3/11/2025	AMAZON MKTPL*BR6WR8Q23	\$55.93	ERIK LEITZKE
3/12/2025	AMAZON MKTPL*8A39X7SH3	\$11.60	JENNIFER BOEHM
3/12/2025	AMAZON MKTPL*8A39X7SH3	\$1.45	JENNIFER BOEHM
3/12/2025	AMAZON MKTPL*8A39X7SH3	\$11.60	JENNIFER BOEHM
3/12/2025	AMAZON MKTPL*8A39X7SH3	\$1.59	JENNIFER BOEHM
3/12/2025	AMAZON MKTPL*8A39X7SH3	\$1.59	JENNIFER BOEHM
3/12/2025	AMAZON MKTPL*8A39X7SH3	\$1.16	JENNIFER BOEHM
3/12/2025	AMAZON MKTPL*MM1SY32U3	\$7.19	ANNE PULVERMACHER
3/12/2025	AMAZON MKTPL*MM1SY32U3	\$0.90	ANNE PULVERMACHER
3/12/2025	AMAZON MKTPL*MM1SY32U3	\$7.19	ANNE PULVERMACHER
3/12/2025	AMAZON MKTPL*MM1SY32U3	\$0.99	ANNE PULVERMACHER
3/12/2025	AMAZON MKTPL*MM1SY32U3	\$0.99	ANNE PULVERMACHER
3/12/2025	AMAZON MKTPL*MM1SY32U3	\$0.72	ANNE PULVERMACHER
3/12/2025	AMAZON MKTPL*RG7Q42KP3	\$92.77	ANNE PULVERMACHER
3/12/2025	AMAZON MKTPL*WH3TS0HA3	\$97.99	BRENDA TENNYSON
3/12/2025	AMAZON.COM*8X8N08103	\$109.99	BRENDA TENNYSON
3/12/2025	AMAZON.COM*8X8N08103	\$13.81	BRENDA TENNYSON
3/12/2025	ESUTURES.COM	(\$20.95)	KRISTOPHER GROD
3/12/2025	UW LOCAL GOV EDUCATION	\$15.00	JENNIFER BOEHM
3/13/2025	AMAZON MKTPL*329129VQ3	\$23.49	LYDIA VANDERPOEL
3/13/2025	AMAZON.COM*ZX7CI5913	\$19.92	ANNE PULVERMACHER
3/13/2025	COSTCO WHSE #1101	\$38.47	LISA PONTO
3/13/2025	IN *COMPETITOR AWARDS & E	\$16.50	ANNE PULVERMACHER
3/13/2025	ODP BUS SOL LLC# 106869	\$55.21	LISA PONTO
3/13/2025	R A SMITH NATIONAL INC	\$1,568.83	ANNE PULVERMACHER
3/13/2025	THE SIGMA GROUP INC	\$19,596.25	ANNE PULVERMACHER
3/14/2025	AMAZON MKTPL*ZZ2452YL3	\$6.99	BRENDA TENNYSON
3/14/2025	AMAZON.COM*UQ2G87OR3	\$9.48	JENNIFER BOEHM
3/14/2025	AMAZON.COM*UQ2G87OR3	\$1.19	JENNIFER BOEHM
3/14/2025	AMAZON.COM*UQ2G87OR3	\$9.48	JENNIFER BOEHM
3/14/2025	AMAZON.COM*UQ2G87OR3	\$1.30	JENNIFER BOEHM
3/14/2025	AMAZON.COM*UQ2G87OR3	\$1.30	JENNIFER BOEHM
3/14/2025	AMAZON.COM*UQ2G87OR3	\$0.95	JENNIFER BOEHM
3/14/2025	ATT* BILL PAYMENT	\$929.20	TAYLOR WALLS
3/14/2025	ESUTURES.COM	\$439.95	KRISTOPHER GROD
3/14/2025	MEIJER # 275	\$127.45	LYDIA VANDERPOEL
3/14/2025	METRO MARKET #315	\$30.79	LISA PONTO
3/14/2025	OUTPOST NATURAL FOODS CO	\$13.84	ADELE M LORIA
3/17/2025	AMAZON MKTPL*0X7NW4Y43	\$107.97	REC PROGRAMS
3/17/2025	AMAZON MKTPL*FC2056VF3	\$45.99	TERESA DOUGLAS
3/17/2025	AMAZON MKTPL*FL6VG6S43	\$8.98	LISA PONTO
3/17/2025	AMAZON RETA* BJ95M2NE3	\$22.70	ANNA OLESZCZAK
3/17/2025	AMAZON.COM*5X8JA3IS3	\$19.99	CHARLOTTE ABT
3/17/2025	AUTOMOTIVE SUPPLY OF SUS	\$1,651.81	TAYLOR WALLS
3/17/2025	CANVA* I04456-36234905	\$9.16	LORI NISWONGER
3/17/2025	CANVA* I04456-36234905	\$2.65	LORI NISWONGER
3/17/2025	CANVA* I04456-36234905	\$2.55	LORI NISWONGER
3/17/2025	CANVA* I04456-36234905	\$0.64	LORI NISWONGER
3/17/2025	FACEBK *44HMUQ88H2	\$35.00	LISA PONTO
3/17/2025	GANNETT MEDIA CO	\$24.99	ANNE PULVERMACHER
3/17/2025	HOLIDAY INN HOTEL & SUIT	\$190.00	KRISTOPHER GROD
3/17/2025	MEIJER # 275	\$25.09	JENNIFER BAHNAMAN
3/17/2025	MENARDS GERMANTOWN WI	\$18.66	JENNIFER BAHNAMAN

Posting Date	Merchant Name	Amount	Name
3/17/2025	ODP BUS SOL LLC# 106869	\$70.57	LISA PONTO
3/17/2025	SNIFE-IT BYGROKABILITY	\$24.39	CHRISTOPHER PERALTA
3/17/2025	SNIFE-IT BYGROKABILITY	\$7.08	CHRISTOPHER PERALTA
3/17/2025	SNIFE-IT BYGROKABILITY	\$6.80	CHRISTOPHER PERALTA
3/17/2025	SNIFE-IT BYGROKABILITY	\$1.72	CHRISTOPHER PERALTA
3/17/2025	STEINS GARDEN AND HOMES -	\$71.97	JENNIFER BAHNAMAN
3/18/2025	AMAZON MKTPL*079KZ6N03	\$38.64	CHARLOTTE ABT
3/18/2025	AMAZON MKTPL*L58FV2263	\$9.40	JENNIFER BOEHM
3/18/2025	AMAZON MKTPL*L58FV2263	\$1.17	JENNIFER BOEHM
3/18/2025	AMAZON MKTPL*L58FV2263	\$9.40	JENNIFER BOEHM
3/18/2025	AMAZON MKTPL*L58FV2263	\$1.29	JENNIFER BOEHM
3/18/2025	AMAZON MKTPL*L58FV2263	\$1.29	JENNIFER BOEHM
3/18/2025	AMAZON MKTPL*L58FV2263	\$0.94	JENNIFER BOEHM
3/18/2025	AMAZON MKTPLACE PMTS	(\$35.99)	ERIK LEITZKE
3/18/2025	AMAZON MKTPLACE PMTS	(\$9.40)	JENNIFER BOEHM
3/18/2025	AMAZON MKTPLACE PMTS	(\$1.17)	JENNIFER BOEHM
3/18/2025	AMAZON MKTPLACE PMTS	(\$9.40)	JENNIFER BOEHM
3/18/2025	AMAZON MKTPLACE PMTS	(\$1.29)	JENNIFER BOEHM
3/18/2025	AMAZON MKTPLACE PMTS	(\$1.29)	JENNIFER BOEHM
3/18/2025	AMAZON MKTPLACE PMTS	(\$0.94)	JENNIFER BOEHM
3/18/2025	AMAZON RETA* KN0V975N3	\$12.95	ANNA OLESZCZAK
3/18/2025	AMAZON.COM*9D6P96J63	\$28.97	CHARLOTTE ABT
3/18/2025	AMAZON.COM*H88VE6JD3	\$3.43	ANNE PULVERMACHER
3/18/2025	AMAZON.COM*H88VE6JD3	\$3.43	ANNE PULVERMACHER
3/18/2025	AMAZON.COM*H88VE6JD3	\$1.96	ANNE PULVERMACHER
3/18/2025	AMAZON.COM*H88VE6JD3	\$7.35	ANNE PULVERMACHER
3/18/2025	AMAZON.COM*H88VE6JD3	\$3.43	ANNE PULVERMACHER
3/18/2025	AMAZON.COM*H88VE6JD3	\$10.04	ANNE PULVERMACHER
3/18/2025	AMAZON.COM*H88VE6JD3	\$10.04	ANNE PULVERMACHER
3/18/2025	AMAZON.COM*H88VE6JD3	\$1.96	ANNE PULVERMACHER
3/18/2025	AMAZON.COM*H88VE6JD3	\$7.35	ANNE PULVERMACHER
3/18/2025	AMAZON.COM*Z254Q3AI3	\$12.99	LISA PONTO
3/18/2025	IN *PARTY RENTAL	\$5,750.00	TAYLOR WALLS
3/18/2025	MEIJER # 275	\$17.47	JENNIFER BAHNAMAN
3/19/2025	AMAZON MKTPL*1155T6U03	\$22.44	JENNIFER BOEHM
3/19/2025	AMAZON MKTPL*1155T6U03	\$2.81	JENNIFER BOEHM
3/19/2025	AMAZON MKTPL*1155T6U03	\$22.45	JENNIFER BOEHM
3/19/2025	AMAZON MKTPL*1155T6U03	\$3.09	JENNIFER BOEHM
3/19/2025	AMAZON MKTPL*1155T6U03	\$3.09	JENNIFER BOEHM
3/19/2025	AMAZON MKTPL*1155T6U03	\$2.25	JENNIFER BOEHM
3/19/2025	AMAZON MKTPL*8X3RG9VW3	\$94.65	TERESA DOUGLAS
3/19/2025	AMAZON MKTPL*ER2ES3C93	\$63.90	CHARLOTTE ABT
3/19/2025	AMAZON MKTPL*FC8FK75M3	\$8.99	ANNE PULVERMACHER
3/19/2025	AMAZON MKTPL*WG6Y69IW3	\$7.60	JENNIFER BOEHM
3/19/2025	AMAZON MKTPL*WG6Y69IW3	\$0.95	JENNIFER BOEHM
3/19/2025	AMAZON MKTPL*WG6Y69IW3	\$7.60	JENNIFER BOEHM
3/19/2025	AMAZON MKTPL*WG6Y69IW3	\$1.04	JENNIFER BOEHM
3/19/2025	AMAZON MKTPL*WG6Y69IW3	\$1.04	JENNIFER BOEHM
3/19/2025	AMAZON MKTPL*WG6Y69IW3	\$0.76	JENNIFER BOEHM
3/19/2025	AMAZON MKTPL*ZR99U9MO3	\$17.98	ANNE PULVERMACHER
3/19/2025	BAKER & TAYLOR - BOOKS	\$228.60	PHPL BOOKS
3/19/2025	BAKER & TAYLOR - BOOKS	\$323.76	PHPL BOOKS
3/19/2025	BAKER & TAYLOR - BOOKS	\$2,360.80	PHPL BOOKS

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3/19/2025	BAKER & TAYLOR - BOOKS	\$805.01	PHPL BOOKS
3/19/2025	BAKER & TAYLOR - BOOKS	\$888.26	PHPL BOOKS
3/19/2025	BAKER & TAYLOR - BOOKS	\$1,972.71	PHPL BOOKS
3/19/2025	BAKER & TAYLOR - BOOKS	\$1,134.37	PHPL BOOKS
3/19/2025	PICK N SAVE #398	\$16.88	JENNIFER BAHNAMAN
3/19/2025	WWW.UI.COM	(\$200.58)	CHRISTOPHER PERALTA
3/19/2025	WWW.UI.COM	(\$200.57)	CHRISTOPHER PERALTA
3/20/2025	AMAZON MKTPL*TR05R1123	\$46.99	CHRISTOPHER PERALTA
3/20/2025	AMAZON MKTPL*TR05R1123	\$47.00	CHRISTOPHER PERALTA
3/20/2025	AMAZON MKTPL*TR05R1123	\$140.99	CHRISTOPHER PERALTA
3/20/2025	AMAZON MKTPL*YY70O23N3	\$6.03	HALIE DOBBECK
3/20/2025	AMAZON.COM*YL3WC26U3	\$0.72	CAREY NELSON
3/20/2025	AMAZON.COM*YL3WC26U3	\$0.72	CAREY NELSON
3/20/2025	AMAZON.COM*YL3WC26U3	\$0.41	CAREY NELSON
3/20/2025	AMAZON.COM*YL3WC26U3	\$1.56	CAREY NELSON
3/20/2025	AMAZON.COM*YL3WC26U3	\$0.72	CAREY NELSON
3/20/2025	AMAZON.COM*YL3WC26U3	\$2.12	CAREY NELSON
3/20/2025	AMAZON.COM*YL3WC26U3	\$2.12	CAREY NELSON
3/20/2025	AMAZON.COM*YL3WC26U3	\$0.41	CAREY NELSON
3/20/2025	AMAZON.COM*YL3WC26U3	\$1.56	CAREY NELSON
3/20/2025	AT&T BILL PAYMENT	\$653.33	TAYLOR WALLS
3/20/2025	B2B PRIME*7X9CE7BM3	\$129.00	LISA PONTO
3/20/2025	CINTAS CORP	\$122.14	ANNE PULVERMACHER
3/20/2025	CINTAS CORP	\$122.15	ANNE PULVERMACHER
3/20/2025	CINTAS CORP	\$104.16	ANNE PULVERMACHER
3/20/2025	DEMCO	\$386.87	PHPL PCARD
3/20/2025	DEMCO	\$149.88	PHPL PCARD
3/21/2025	AIRGAS - NORTH	\$523.60	TAYLOR WALLS
3/21/2025	AIRGAS LLC - NORTH N127	\$26.64	TAYLOR WALLS
3/21/2025	BADGER METER INC	\$282.29	TAYLOR WALLS
3/21/2025	BADGER TRUCK CTR-QUICK L	\$161.00	TAYLOR WALLS
3/21/2025	COMMUNITY HOSP GENERAL	\$338.81	TAYLOR WALLS
3/21/2025	GALLS	\$227.79	TAYLOR WALLS
3/21/2025	IN *BUSINESS TELEPHONE &	\$2,150.40	TAYLOR WALLS
3/21/2025	LOCAL GOVERNMENT EDUCATIO	\$499.00	JENNIFER BOEHM
3/21/2025	METRO MARKET #380	\$5.99	JENNIFER BAHNAMAN
3/21/2025	NAMEBADGE.COM	\$47.00	ANNE PULVERMACHER
3/21/2025	SQ *HUFF-N-PUFF FITNESS R	\$1.00	KRISTOPHER GROD
3/21/2025	SQ *JOHNSON ELECTRIC INC.	\$3,136.36	TAYLOR WALLS
3/21/2025	TN SERV FEE WCTC PAYPATH	\$14.49	CHRISTOPHER PERALTA
3/21/2025	WCTC PAYPATH	\$491.10	CHRISTOPHER PERALTA
3/21/2025	ZOOBEAN, INC.	\$990.85	ADELE M LORIA
3/24/2025	AMAZON MKTPL*2D44393O3	\$114.00	BRENDA TENNYSON
3/24/2025	AMAZON MKTPL*4N8JR6RL3	\$22.95	LISA PONTO
3/24/2025	AMAZON MKTPL*4Y32X0CS3	\$50.11	ADELE M LORIA
3/24/2025	AMAZON MKTPL*811CX3MJ3	\$18.98	CHARLOTTE ABT
3/24/2025	AMAZON MKTPL*8N1NQ0YJ3	\$43.54	LISA PONTO
3/24/2025	AMAZON MKTPL*E36085JR3	\$80.58	TERESA DOUGLAS
3/24/2025	AMAZON MKTPL*FJ3V841F3	\$12.99	ANNE PULVERMACHER
3/24/2025	AMAZON MKTPL*PZ2481JU3	\$99.92	BRENDA TENNYSON
3/24/2025	AMAZON MKTPL*PZ2481JU3	\$16.14	BRENDA TENNYSON
3/24/2025	AMAZON RETA* A99IQ8DU3	\$49.92	ANNA OLESZCZAK
3/24/2025	AMAZON.COM*0Q3BV7TO3	\$54.29	ANNE PULVERMACHER

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3/24/2025	AMAZON.COM*FK7AR0VG3	\$8.12	HALIE DOBBECK
3/24/2025	AMAZON.COM*FK7AR0VG3	\$1.02	HALIE DOBBECK
3/24/2025	AMAZON.COM*FK7AR0VG3	\$8.13	HALIE DOBBECK
3/24/2025	AMAZON.COM*FK7AR0VG3	\$1.12	HALIE DOBBECK
3/24/2025	AMAZON.COM*FK7AR0VG3	\$1.12	HALIE DOBBECK
3/24/2025	AMAZON.COM*FK7AR0VG3	\$0.81	HALIE DOBBECK
3/24/2025	AMAZON.COM*ZW8YI8UQ3	\$3.50	ANNE PULVERMACHER
3/24/2025	AMAZON.COM*ZW8YI8UQ3	\$3.50	ANNE PULVERMACHER
3/24/2025	AMAZON.COM*ZW8YI8UQ3	\$2.00	ANNE PULVERMACHER
3/24/2025	AMAZON.COM*ZW8YI8UQ3	\$7.50	ANNE PULVERMACHER
3/24/2025	AMAZON.COM*ZW8YI8UQ3	\$3.50	ANNE PULVERMACHER
3/24/2025	AMAZON.COM*ZW8YI8UQ3	\$10.25	ANNE PULVERMACHER
3/24/2025	AMAZON.COM*ZW8YI8UQ3	\$10.25	ANNE PULVERMACHER
3/24/2025	AMAZON.COM*ZW8YI8UQ3	\$2.00	ANNE PULVERMACHER
3/24/2025	AMAZON.COM*ZW8YI8UQ3	\$7.48	ANNE PULVERMACHER
3/24/2025	AUTOMOTIVE SUPPLY OF SUS	\$1,831.73	TAYLOR WALLS
3/24/2025	LOCAL GOVERNMENT EDUCATIO	\$499.00	JENNIFER BOEHM
3/24/2025	MUNICIPAL* WI	\$80.00	JENNIFER BOEHM
3/24/2025	NFPA NATL FIRE PROTECT	\$129.99	KRISTOPHER GROD
3/24/2025	ODP BUS SOL LLC# 106869	\$83.29	LISA PONTO
3/24/2025	SNIFE-IT BYGROKABILITY	\$399.99	LISA PONTO
3/24/2025	TARGET 00008649	\$92.04	LYDIA VANDERPOEL
3/24/2025	THE HOME DEPOT #4940	\$14.67	MARK EESLEY
3/24/2025	THE PUBLIC SAFETY STOR	\$409.85	KRISTOPHER GROD
3/24/2025	TJ MAXX #1078	(\$73.48)	ANNA OLESZCZAK
3/24/2025	TJ MAXX #1078	(\$16.78)	ANNA OLESZCZAK
3/24/2025	TJ MAXX #1078	\$16.78	ANNA OLESZCZAK
3/24/2025	TJ MAXX #1078	\$73.48	ANNA OLESZCZAK
3/24/2025	UNITED 0162470926962	\$196.97	CHRISTOPHER PERALTA
3/25/2025	AMAZON RETA* L87M58L93	\$114.28	ANNA OLESZCZAK
3/25/2025	LENOVO UNITED STATES	\$121.36	LISA PONTO
3/25/2025	SHERWIN-WILLIAMS703224	\$69.51	TAYLOR WALLS
3/25/2025	SPECTRUM	\$16.36	TAYLOR WALLS
3/25/2025	SPECTRUM	\$1,442.60	TAYLOR WALLS
3/26/2025	AMAZON MKTPL*2M7CV15Q3	\$45.35	TERESA DOUGLAS
3/26/2025	AMAZON MKTPL*QD63B54P3	\$32.28	BRENDA TENNYSON
3/26/2025	AMAZON RETA* O96M74C73	\$72.96	ANNA OLESZCZAK
3/26/2025	AMAZON RETA* SG19F8DK3	\$51.37	ANNA OLESZCZAK
3/26/2025	HBR*SUBSCRIPTION	\$12.60	ADELE M LORIA
3/26/2025	IN *WISCONSIN SCRUB & SWE	\$1,107.12	TAYLOR WALLS
3/26/2025	MUNICIPAL* WI	(\$80.00)	JENNIFER BOEHM
3/26/2025	NORTHERN LAKE SERVICE- IN	\$174.00	TAYLOR WALLS
3/26/2025	PAYPAL *SAMBROWNSHI	\$73.50	KRISTOPHER GROD
3/27/2025	AMAZON MKTPL*1E7BE7MV3	\$59.90	BRENDA TENNYSON
3/27/2025	AMAZON MKTPL*H08RO3TD3	\$39.57	HALIE DOBBECK
3/27/2025	AMAZON MKTPL*MF8ZB7KH3	\$41.09	LISA PONTO
3/27/2025	AMAZON MKTPL*Q22919N33	\$391.92	BRENDA TENNYSON
3/27/2025	AMAZON.COM*479OE8PA3	\$20.04	BRENDA TENNYSON
3/27/2025	AMAZON.COM*MT9YM58G3	\$25.45	LISA PONTO
3/27/2025	AMAZON.COM*PE6LH7BY3	\$1.12	ANNE PULVERMACHER
3/27/2025	AMAZON.COM*PE6LH7BY3	\$1.12	ANNE PULVERMACHER
3/27/2025	AMAZON.COM*PE6LH7BY3	\$0.64	ANNE PULVERMACHER
3/27/2025	AMAZON.COM*PE6LH7BY3	\$2.40	ANNE PULVERMACHER

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3/27/2025	AMAZON.COM*PE6LH7BY3	\$1.12	ANNE PULVERMACHER
3/27/2025	AMAZON.COM*PE6LH7BY3	\$3.27	ANNE PULVERMACHER
3/27/2025	AMAZON.COM*PE6LH7BY3	\$3.27	ANNE PULVERMACHER
3/27/2025	AMAZON.COM*PE6LH7BY3	\$0.64	ANNE PULVERMACHER
3/27/2025	AMAZON.COM*PE6LH7BY3	\$2.39	ANNE PULVERMACHER
3/27/2025	AMAZON.COM*ZU86K1Y90	\$39.98	JENNIFER BOEHM
3/27/2025	AMAZON.COM*ZU86K1Y90	\$5.00	JENNIFER BOEHM
3/27/2025	AMAZON.COM*ZU86K1Y90	\$39.99	JENNIFER BOEHM
3/27/2025	AMAZON.COM*ZU86K1Y90	\$5.50	JENNIFER BOEHM
3/27/2025	AMAZON.COM*ZU86K1Y90	\$5.50	JENNIFER BOEHM
3/27/2025	AMAZON.COM*ZU86K1Y90	\$4.00	JENNIFER BOEHM
3/27/2025	METRO MARKET #380	\$36.27	LISA PONTO
3/27/2025	WEISSMAN'S THEATRICAL SU	(\$185.10)	CHARLOTTE ABT
3/28/2025	AMAZON MKTPL*IJ88X1293	\$26.20	BRENDA TENNYSON
3/28/2025	AMAZON MKTPL*OZ0DR6TQ3	\$4.45	ANNE PULVERMACHER
3/28/2025	AMAZON MKTPL*OZ0DR6TQ3	\$4.46	ANNE PULVERMACHER
3/28/2025	AMAZON MKTPL*OZ0DR6TQ3	\$2.55	ANNE PULVERMACHER
3/28/2025	AMAZON MKTPL*OZ0DR6TQ3	\$9.55	ANNE PULVERMACHER
3/28/2025	AMAZON MKTPL*OZ0DR6TQ3	\$4.46	ANNE PULVERMACHER
3/28/2025	AMAZON MKTPL*OZ0DR6TQ3	\$13.06	ANNE PULVERMACHER
3/28/2025	AMAZON MKTPL*OZ0DR6TQ3	\$13.06	ANNE PULVERMACHER
3/28/2025	AMAZON MKTPL*OZ0DR6TQ3	\$2.55	ANNE PULVERMACHER
3/28/2025	AMAZON MKTPL*OZ0DR6TQ3	\$9.55	ANNE PULVERMACHER
3/28/2025	FIREPENNY	\$198.24	KRISTOPHER GROD
3/28/2025	THE UPS STORE 4914	\$17.51	KRISTOPHER GROD
3/31/2025	A/E GRAPHICS, INC.	\$233.80	TAYLOR WALLS
3/31/2025	AIRGAS - NORTH	\$223.27	TAYLOR WALLS
3/31/2025	AMAZON MKTPL*AZ26N8VJ3	\$5.79	BRENDA TENNYSON
3/31/2025	AMAZON MKTPL*EO92M9T13	\$7.49	BRENDA TENNYSON
3/31/2025	ATT*BILL PAYMENT	\$253.32	TAYLOR WALLS
3/31/2025	BADGER METER INC	\$282.29	TAYLOR WALLS
3/31/2025	COMMUNITY HOSP GENERAL	\$90.50	TAYLOR WALLS
3/31/2025	COSTCO WHSE #1101	\$92.31	CHRIS LIEDTKE
3/31/2025	EUROFINS SF ANALYTICAL LA	\$176.12	TAYLOR WALLS
3/31/2025	FEDEX OFFIC67200006726	\$199.98	REBECCA WERGINZ
3/31/2025	GALLS	\$646.16	TAYLOR WALLS
3/31/2025	HOBBY LOBBY #685	(\$43.51)	JENNIFER BAHNAMAN
3/31/2025	HOBBY LOBBY #685	(\$51.39)	JENNIFER BAHNAMAN
3/31/2025	HOBBY LOBBY #685	\$48.94	JENNIFER BAHNAMAN
3/31/2025	HP DIRECT-ENTERPRISE	\$124.00	LISA PONTO
3/31/2025	ICMA ONLINE	\$617.00	KATHERINE GEHL
3/31/2025	IN *COMPETITOR AWARDS & E	\$66.00	ANNE PULVERMACHER
3/31/2025	KELLY INDUSTRIAL COATI	\$296.56	TAYLOR WALLS
3/31/2025	NCL OF WISCONSIN INC	\$1,755.75	TAYLOR WALLS
3/31/2025	NEU'S BUILDING CENTER IN	\$223.25	TAYLOR WALLS
3/31/2025	NORTHERN LAKE SERVICE- IN	\$1,852.28	TAYLOR WALLS
3/31/2025	ODP BUS SOL LLC# 106869	\$4.68	ANNE PULVERMACHER
3/31/2025	ODP BUS SOL LLC# 106869	\$26.69	ANNE PULVERMACHER
3/31/2025	ODP BUS SOL LLC# 106869	\$10.01	ANNE PULVERMACHER
3/31/2025	ODP BUS SOL LLC# 106869	\$4.67	ANNE PULVERMACHER
3/31/2025	ODP BUS SOL LLC# 106869	\$2.67	ANNE PULVERMACHER
3/31/2025	ODP BUS SOL LLC# 106869	\$10.01	ANNE PULVERMACHER
3/31/2025	ODP BUS SOL LLC# 106869	\$4.67	ANNE PULVERMACHER

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3/31/2025	ODP BUS SOL LLC# 106869	\$3.34	ANNE PULVERMACHER
3/31/2025	ODP BUS SOL LLC# 106869	\$26.69	ANNE PULVERMACHER
3/31/2025	ODP BUS SOL LLC# 106869	\$17.35	ANNE PULVERMACHER
3/31/2025	ODP BUS SOL LLC# 106869	\$17.35	ANNE PULVERMACHER
3/31/2025	ODP BUS SOL LLC# 106869	\$5.34	ANNE PULVERMACHER
3/31/2025	SALAMONE SUPPLIES	\$100.80	SANDRA A MEYER
3/31/2025	SAMSClub #8164	\$109.88	CHRIS LIEDTKE
3/31/2025	SHERWIN-WILLIAMS703224	\$123.03	TAYLOR WALLS
3/31/2025	SPECTRUM	\$118.39	TAYLOR WALLS
3/31/2025	SPECTRUM	\$130.00	TAYLOR WALLS
3/31/2025	SPECTRUM	\$149.99	TAYLOR WALLS
3/31/2025	SWANK MOTION PICTURES IN	\$880.00	TAYLOR WALLS
3/31/2025	TROPICAL SMOOTHIE CAFE WI	\$80.10	LISA PONTO
3/31/2025	TUNDRA LODGE RESORT AND W	\$61.98	ANNE PULVERMACHER
3/31/2025	TUNDRA LODGE RESORT AND W	\$62.00	ANNE PULVERMACHER
3/31/2025	TUNDRA LODGE RESORT AND W	\$62.00	ANNE PULVERMACHER
3/31/2025	TUNDRA LODGE RESORT AND W	\$62.00	ANNE PULVERMACHER
3/31/2025	TUNDRA LODGE RESORT AND W	\$62.00	ANNE PULVERMACHER
3/31/2025	TUNDRA LODGE RESORT AND W	\$62.00	ANNE PULVERMACHER
3/31/2025	TUNDRA LODGE RESORT AND W	\$62.00	ANNE PULVERMACHER
3/31/2025	TUNDRA LODGE RESORT AND W	\$62.00	ANNE PULVERMACHER
3/31/2025	TUNDRA LODGE RESORT AND W	\$62.00	ANNE PULVERMACHER
3/31/2025	TUNDRA LODGE RESORT AND W	\$62.00	ANNE PULVERMACHER
3/31/2025	TUNDRA LODGE RESORT AND W	\$62.00	ANNE PULVERMACHER
3/31/2025	TUNDRA LODGE RESORT AND W	\$62.00	ANNE PULVERMACHER
3/31/2025	TUNDRA LODGE RESORT AND W	\$62.00	ANNE PULVERMACHER
3/31/2025	TUNDRA LODGE RESORT AND W	\$62.00	ANNE PULVERMACHER
3/31/2025	TUNDRA LODGE RESORT AND W	\$62.00	ANNE PULVERMACHER
3/31/2025	TUNDRA LODGE RESORT AND W	\$62.00	ANNE PULVERMACHER
3/31/2025	TUNDRA LODGE RESORT AND W	\$62.00	ANNE PULVERMACHER
3/31/2025	TUNDRA LODGE RESORT AND W	\$62.00	ANNE PULVERMACHER
3/31/2025	TUNDRA LODGE RESORT AND W	\$62.00	ANNE PULVERMACHER
3/31/2025	WAL-MART #3322	(\$22.70)	JENNIFER BAHNAMAN
4/1/2025	AMAZON MKTPL*DD1001MD3	\$59.22	LISA PONTO
4/1/2025	AMAZON RETA* 4U5CZ7KI3	\$135.79	ANNA OLESZCZAK
4/1/2025	AMAZON.COM*AJ7XD3UG3	\$13.55	BRENDA TENNYSON
4/1/2025	AMAZON.COM*DU77V4UO3	\$15.89	CHARLOTTE ABT
4/1/2025	APWA - SNOW REGISTRATION	\$940.00	ANNE PULVERMACHER
4/1/2025	JONES LAKE MANAGEMENT	\$450.00	TAYLOR WALLS
4/1/2025	PAYNE & DOLAN OFFICE ADM	\$148.50	TAYLOR WALLS
4/1/2025	SAMS CLUB #8164	\$105.08	CHRIS LIEDTKE
4/1/2025	SOERENS FORD INC	\$122.17	TAYLOR WALLS
4/1/2025	SPECTRUM	\$150.00	TAYLOR WALLS
4/1/2025	USABUEBOOK	\$1,109.62	TAYLOR WALLS
4/2/2025	AMAZON MKTPL*4I3XN6VM3	\$67.62	ANNE PULVERMACHER
4/2/2025	AMAZON MKTPL*RD2IJ1TK3	\$37.77	JENNIFER BAHNAMAN
4/2/2025	AMAZON RETA* L27K37Z73	\$49.98	JENNIFER BAHNAMAN
4/2/2025	AMAZON RETA* X34HX59F3	\$25.99	ANNA OLESZCZAK
4/2/2025	CINTAS CORP	\$1,437.00	TAYLOR WALLS
4/2/2025	CONSOLIDATED DOORS INC.	\$612.00	TAYLOR WALLS
4/2/2025	ELLIOTT ACE HDWE	\$104.97	TAYLOR WALLS
4/2/2025	FSP*SCHLITZ AUDUBON NATUR	\$63.75	JENNIFER BAHNAMAN
4/2/2025	HEARTLAND*6084902450	\$2,750.00	TAYLOR WALLS
4/2/2025	KNOWBE4, INC.	\$1,690.74	SANDRA A MEYER
4/2/2025	LAKESHORE RECYCLING SYST	\$52,362.51	SANDRA A MEYER
4/2/2025	LAKESHORE RECYCLING SYST	\$52,392.00	SANDRA A MEYER
4/2/2025	METRO MARKET #380	\$12.93	CHRIS LIEDTKE

Posting Date	Merchant Name	Amount	Name
4/2/2025	PANDA EXPRESS # 2974 P	\$455.70	CHRIS LIEDTKE
4/2/2025	SERVICE SANITATION WI	\$97.85	TAYLOR WALLS
4/2/2025	TEREX USA	\$1,174.00	TAYLOR WALLS
4/2/2025	TYCOINTEGRATEDSECURITY	\$90.74	SANDRA A MEYER
4/2/2025	TYCOINTEGRATEDSECURITY	\$193.54	SANDRA A MEYER
4/2/2025	TYCOINTEGRATEDSECURITY	\$114.22	SANDRA A MEYER
4/2/2025	TYCOINTEGRATEDSECURITY	\$147.25	SANDRA A MEYER
4/3/2025	AIRBNB * HM39QE2QY5	\$402.43	CHRISTOPHER PERALTA
4/3/2025	AMAZON MKTPL*1Z1NE2CV3	\$22.18	LISA PONTO
4/3/2025	AMAZON MKTPL*6Q2TK3RS3	\$26.97	CHRIS LIEDTKE
4/3/2025	AMAZON MKTPL*QW88C1UA3	\$42.49	CHARLOTTE ABT
4/3/2025	AUTOMOTIVE SUPPLY OF SUS	\$1,759.75	TAYLOR WALLS
4/3/2025	DOLLARTREE	\$154.18	LYDIA VANDERPOEL
4/3/2025	GRAINGER	\$782.55	ANNE PULVERMACHER
4/3/2025	KWIK TRIP #1299	\$63.04	CHRIS LIEDTKE
4/3/2025	MENARDS PEWAUKEE WI	\$18.97	TAYLOR WALLS
4/3/2025	MENARDS PEWAUKEE WI	\$281.86	TAYLOR WALLS
4/3/2025	MENARDS PEWAUKEE WI	\$523.45	TAYLOR WALLS
4/3/2025	PAYPAL *WISCONSIN L WI	\$246.50	ANNE PULVERMACHER
4/3/2025	SERVICE SANITATION WI	\$209.68	TAYLOR WALLS
4/3/2025	SQ *EPILOGUE BOOKS	\$40.00	MAURA FLANAGAN
4/4/2025	AMAZON MKTPL*2083T2CE3	\$40.54	CHARLOTTE ABT
4/4/2025	AMAZON MKTPL*3B2IQ7IZ3	\$13.99	CHARLOTTE ABT
4/4/2025	AMAZON MKTPL*6F2BM6JK3	\$35.19	CHRIS LIEDTKE
4/4/2025	AMAZON MKTPL*7476Z1FI3	\$13.98	BRENDA TENNYSON
4/4/2025	AMAZON MKTPL*FF82B0IH3	\$151.90	CHRIS LIEDTKE
4/4/2025	AMAZON MKTPL*GO99076M3	\$81.63	CHARLOTTE ABT
4/4/2025	AMAZON MKTPL*HL80F7O63	\$119.96	CHRIS LIEDTKE
4/4/2025	AMAZON RETA* 4U5CZ7KI3	(\$3.03)	ANNA OLESZCZAK
4/4/2025	AMAZON.COM*8R75D4DI3	\$13.42	CHARLOTTE ABT
4/4/2025	AMAZON.COM*FK26P87N3	\$75.48	THOMAS A BERRES
4/4/2025	CINTAS CORP	\$167.45	TAYLOR WALLS
4/4/2025	COGNITO LLC	\$21.57	LORI NISWONGER
4/4/2025	COGNITO LLC	\$6.26	LORI NISWONGER
4/4/2025	COGNITO LLC	\$6.01	LORI NISWONGER
4/4/2025	COGNITO LLC	\$1.52	LORI NISWONGER
4/4/2025	FIREWALLS.COM INC.	\$927.94	CHRISTOPHER PERALTA
4/4/2025	FIREWALLS.COM INC.	\$309.32	CHRISTOPHER PERALTA
4/4/2025	FIREWALLS.COM INC.	\$309.32	CHRISTOPHER PERALTA
4/4/2025	PAYPAL *TRIELECTRO	\$133.00	KRISTOPHER GROD
4/4/2025	SAMS CLUB #8164	\$90.18	CHRIS LIEDTKE
4/4/2025	WWW.UI.COM	\$342.78	CHRISTOPHER PERALTA
4/4/2025	WWW.UI.COM	\$114.26	CHRISTOPHER PERALTA
4/4/2025	WWW.UI.COM	\$114.26	CHRISTOPHER PERALTA
4/7/2025	A/E GRAPHICS, INC.	\$104.33	TAYLOR WALLS
4/7/2025	AIRGAS - NORTH	\$102.15	TAYLOR WALLS
4/7/2025	AIRGAS - NORTH	\$28.53	TAYLOR WALLS
4/7/2025	AMAZON MKTPL*D40E41AK3	\$8.22	CHARLOTTE ABT
4/7/2025	DNH*GODADDY#3688970705	\$23.17	ADELE M LORIA
4/7/2025	EAGLE ENGRAVING INC	\$45.55	KRISTOPHER GROD
4/7/2025	EUROFINS SF ANALYTICAL LA	\$176.12	TAYLOR WALLS
4/7/2025	KELLY INDUSTRIAL COATI	\$183.54	TAYLOR WALLS
4/7/2025	PAGEFREEZER.COM	\$678.54	LORI NISWONGER

Posting Date	Merchant Name	Amount	Name
4/7/2025	PAGEFREEZER.COM	\$196.89	LORI NISWONGER
4/7/2025	PAGEFREEZER.COM	\$189.10	LORI NISWONGER
4/7/2025	PAGEFREEZER.COM	\$47.83	LORI NISWONGER
4/7/2025	PAPA JOHNS 5326	\$64.49	TERESA DOUGLAS
4/7/2025	PAYPAL *AWOGSYSTEMS	\$80.00	KRISTOPHER GROD
4/7/2025	PICKLEBALL CENTRAL	\$399.98	CHARLOTTE ABT
4/7/2025	R A SMITH NATIONAL INC	\$444.00	TAYLOR WALLS
4/7/2025	REELING CART & CASE	\$130.00	TAYLOR WALLS
4/7/2025	SP AQUAMENTOR	\$44.98	CHARLOTTE ABT
4/7/2025	ULINE *SHIP SUPPLIES	\$134.21	JONATHAN S BAUMANN
4/7/2025	WISCONSIN LIBRARY ASSOCIA	\$205.00	ADELE M LORIA
4/7/2025	WISCONSIN LIBRARY ASSOCIA	\$225.00	JENNIFER BAHNAMAN
4/7/2025	WISCONSIN LIBRARY ASSOCIA	\$148.35	LISA PONTO
4/7/2025	WISCONSIN LIBRARY ASSOCIA	\$205.00	LISA PONTO
4/8/2025	AMAZON MKTPL*D27SR0XK3	\$37.99	HALIE DOBBECK
4/8/2025	BLINDS USA INC	\$62.86	MARK EESLEY
4/8/2025	SQ *CLARION EVENTS / FIRE	\$333.00	KRISTOPHER GROD
4/8/2025	TALLY.SO	\$17.69	LORI NISWONGER
4/8/2025	TALLY.SO	\$5.13	LORI NISWONGER
4/8/2025	TALLY.SO	\$4.93	LORI NISWONGER
4/8/2025	TALLY.SO	\$1.25	LORI NISWONGER
4/8/2025	USABBLUEBOOK	\$26.28	TAYLOR WALLS
4/9/2025	AMAZON MKTPL*CA5X15Q73	\$14.99	ERIK LEITZKE
4/9/2025	AMAZON MKTPL*F55R02283	\$13.58	CHARLOTTE ABT
4/9/2025	AMAZON MKTPL*Q90S33KE3	\$14.90	REBECCA WERGINZ
4/9/2025	AMAZON.COM*XP9Q898M3	\$86.97	ANNE PULVERMACHER
4/9/2025	ARBOR DAY FOUNDATION	\$5.95	THOMAS A BERRER
4/9/2025	AT&T PAYMENT	\$15.68	TAYLOR WALLS
4/9/2025	ATT*BILL PAYMENT	\$253.32	TAYLOR WALLS
4/9/2025	BUNZELS MEATS & CATER	\$100.00	REBECCA WERGINZ
4/9/2025	CUMMINS INC - F6	\$1,510.46	ANNE PULVERMACHER
4/9/2025	LAKESIDE INTERNATIONAL	\$39.72	TAYLOR WALLS
4/9/2025	SQ *CLARION EVENTS / FIRE	\$143.00	KRISTOPHER GROD
4/9/2025	THE HOME DEPOT #4940	\$100.00	MARK EESLEY
4/9/2025	USABBLUEBOOK	\$46.46	TAYLOR WALLS
4/9/2025	UW CE REGISTRATION CENTER	\$520.23	DUSTIN BECKMAN
4/9/2025	UW CE REGISTRATION CENTER	\$260.07	DUSTIN BECKMAN
4/9/2025	VMO*VIMEO.COM	\$183.00	LORI NISWONGER
4/9/2025	VMO*VIMEO.COM	\$53.10	LORI NISWONGER
4/9/2025	VMO*VIMEO.COM	\$51.00	LORI NISWONGER
4/9/2025	VMO*VIMEO.COM	\$12.90	LORI NISWONGER
4/10/2025	AMAZON MKTPL*JR0B42JN3	\$49.99	LISA PONTO
4/10/2025	AMAZON MKTPL*PP1BK3HW3	\$198.77	ANNE PULVERMACHER
4/10/2025	AMAZON MKTPL*RY6PI3RE3	\$15.95	REBECCA WERGINZ
4/10/2025	AMAZON MKTPL*WX63M2RS3	\$36.03	REBECCA WERGINZ
4/10/2025	AMAZON.COM*F35LG2MK3	\$141.66	THOMAS A BERRER
4/10/2025	AMAZON.COM*UJ9S29MN3	\$224.01	DENISE CRAPSER
4/10/2025	AMAZON.COM*UJ9S29MN3	\$28.00	DENISE CRAPSER
4/10/2025	AMAZON.COM*UJ9S29MN3	\$224.00	DENISE CRAPSER
4/10/2025	AMAZON.COM*UJ9S29MN3	\$30.80	DENISE CRAPSER
4/10/2025	AMAZON.COM*UJ9S29MN3	\$30.80	DENISE CRAPSER
4/10/2025	AMAZON.COM*UJ9S29MN3	\$22.40	DENISE CRAPSER
4/10/2025	AT&T BILL PAYMENT	\$924.50	TAYLOR WALLS

Posting Date	Merchant Name	Amount	Name
4/10/2025	FACEBK *F9GF8N48H2	\$14.99	REBECCA WERGINZ
4/10/2025	ODP BUS SOL LLC# 106869	\$416.45	LISA PONTO
4/10/2025	WMCA	\$45.00	DENISE CRAPSER
4/10/2025	WMCA	\$50.00	DENISE CRAPSER
TOTAL P-CARD		<u><u>\$203,262.13</u></u>	

4/11/2025

VILLAGE OF SUSSEX

Payroll Register - Pay Code Summary - Summary Totals

Page: 1

Pay Period Dates: 03/15/2025 - 03/28/2025

Apr 08, 2025 2:26PM

Report Criteria:

Including employee hash and count

Pay Code Summary

PC	Pay Code Title	Amount
1-01	HOURLY	85,571.07
15-01	FIRE RUNS	52.00
15-08	FIRE STIPEND	625.00
23-00	DEFERRED COMP	445.45
40-00	HSA	2,588.06-
42-01	ACCIDENT INSURA	29.19-
43-00	HEALTH INSURANC	3,428.14-
5-00	SICK	1,444.55
74-00	SOCIAL SECURITY	9,567.33-
77-00	STATE WITHHOLDI	6,228.52-

PC	Pay Code Title	Amount
1-02	SALARY	59,782.34
15-02	FIRE TRAINING	52.00
2-00	OVERTIME	3,151.19
29-00	HSA DEPOSIT FOR	2,588.06
41-01	MISSION SQUARE	3,232.44-
42-02	ACCIDENT AFTER T	3.87-
45-00	VISION INSURANCE	125.49-
50-01	WRS GENERAL	7,690.35-
75-00	MEDICARE	2,237.54-
85-00	NET PAY	1,104.00-

PC	Pay Code Title	Amount
1-04	ELECTIONS	1,104.00
15-06	FIRE OVERTIME	1,032.75
21-00	INSURANCE OPT O	2,687.90
4-00	VACATION	5,638.01
41-02	NORTH SHORE	1,883.23-
42-03	DISABILITY	24.84-
49-00	IAFF LOCAL 5241 U	766.64-
50-02	WRS PROTECTIVE	2,707.65-
76-00	FEDERAL WITHHOL	13,629.00-
86-00	DIRECT DEPOSIT	108,928.0

Gross \$161,586.24

4/25/2025

Report Criteria:

Including employee hash and count

Pay Code Summary

PC	Pay Code Title	Amount
1-01	HOURLY	87,252.68
1-04	ELECTIONS	2,834.00
15-04	FIRE CALL IN	84.39
20-00	TAXABLE LIFE INSU	197.79
29-00	HSA DEPOSIT FOR	2,588.06
41-01	MISSION SQUARE	3,232.44-
42-02	ACCIDENT AFTER T	3.87-
45-00	VISION INSURANCE	125.49-
50-02	WRS PROTECTIVE	2,685.08-
75-00	MEDICARE	2,268.43-
85-00	NET PAY	2,834.00-

PC	Pay Code Title	Amount
1-02	SALARY	59,782.34
15-01	FIRE RUNS	138.00
15-08	FIRE STIPEND	625.00
21-00	INSURANCE OPT O	2,982.23
4-00	VACATION	3,798.37
41-02	NORTH SHORE	1,883.23-
42-03	DISABILITY	24.84-
5-00	SICK	1,452.42
6-00	COMP TIME	197.66
76-00	FEDERAL WITHHOL	14,035.89-
86-00	DIRECT DEPOSIT	111,122.52

PC	Pay Code Title	Amount
1-03	VILLAGE BOARD	2,890.28
15-02	FIRE TRAINING	72.00
2-00	OVERTIME	2,694.35
23-00	DEFERRED COMP	445.45
40-00	HSA	2,588.06-
42-01	ACCIDENT INSURA	29.19-
43-00	HEALTH INSURANC	3,428.14-
50-01	WRS GENERAL	7,569.18-
74-00	SOCIAL SECURITY	9,699.46-
77-00	STATE WITHHOLDI	6,307.41-

GROSS \$ 165,249.17

Report Criteria:

Report type: GL detail
Vendor.Vendor number = 2
Check.Type = {<>} "Adjustment"

Check Issue Date	Check Number	Payee	Description	Amount	Invoice GL Account	Invoice GL Account Title
04/04/2025	68801	ACE HARDWARE	HARDWARE MISC	18.98	100-53311-000-244	Maint--Vehicle
04/04/2025	68801	ACE HARDWARE	HARDWARE MISC	15.11	100-53311-000-345	Supplies
04/04/2025	68801	ACE HARDWARE	HARDWARE MISC	15.46	100-53311-000-348	Tools
04/04/2025	68801	ACE HARDWARE	HARDWARE MISC	4.49	100-52200-000-244	Maint--Vehicle
04/04/2025	68801	ACE HARDWARE	HARDWARE MISC	87.76	100-51600-000-242	Maint--Bldg & Facilities
04/04/2025	68801	ACE HARDWARE	HARDWARE MISC ELECT	91.76	100-51440-000-390	Expenses
04/04/2025	68801	ACE HARDWARE	HARDWARE MISC	9.65	610-53700-000-635	Trtmt-Maint of Equipment
04/04/2025	68801	ACE HARDWARE	HARDWARE MISC	20.49	610-53700-000-935	Maint--Genl Plant & Equip
04/04/2025	68801	ACE HARDWARE	HARDWARE MISC	217.57	620-53610-100-249	Maint--General Plant
04/04/2025	68801	ACE HARDWARE	HARDWARE MISC	8.99	620-53610-200-243	Maint--Collection Pump Equip
04/04/2025	68801	ACE HARDWARE	HARDWARE MISC	23.13	100-14500	Due from Haass Library
04/04/2025	68801	ACE HARDWARE	HARDWARE MISC	25.18	100-55200-000-240	Maint--Equipment
04/04/2025	68801	ACE HARDWARE	HARDWARE MISC	46.71	100-55200-000-242	Maint--Bldg & Facilities
04/04/2025	68801	ACE HARDWARE	HARDWARE MISC	97.06	100-55200-000-298	Contract--Misc Sanitation
04/04/2025	68801	ACE HARDWARE	HARDWARE MISC	11.80	100-55200-000-394	Splashpad Operations
04/04/2025	68801	ACE HARDWARE	HARDWARE MISC	39.58	100-55200-000-400	Forestry Efforts
Grand Totals:				733.72		



Investments as of March 31, 2025

	Term	Interest Rate	Balance	Comments
BMO Harris Bank				
Checking Account		0.00%	10,759,336.87	Fully collateralized
Money Market Account		1.02%	7,658,147.13	Fully collateralized
Associated Bank				
Certificate of Deposit	11/6/24 - 11/6/25	3.50%	500,000.00	Fully collateralized
Money Market Account		1.00%	864,471.08	Fully collateralized
Landmark Credit Union				
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%	266,519.22	
Summit Credit Union				
Shareholder Account			5.00	Acct required in order to have a CD at the credit union
Certificate of Deposit	2/6/25 - 2/06/26	4.41%	241,845.76	
Local Govt Investment Pool				
Sub Accounts #1, 2 & 5		4.39%	15,481,511.50	
			35,771,841.56	

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

Highlights of the Quarter:

- ❖ The total balance shows a net decrease of \$3.5 million since the last quarter. This decrease is due to the January tax payouts of \$7 million offset with \$3.5 million of additional tax collections leading up to the March due date.
- ❖ The Summit Credit Union CD renewed at a rate of 4.41%, which is slightly lower than the previous yield of 4.50% earned over the last year.
- ❖ Based on the balances at quarter-end, the average yield for the quarter increased from 0.77% to 1.02% for the first 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:

Amounts Set Aside for Specific Purposes:		
Fund	Approximate Amount	Comments
General	1,919	Set aside for impact fees, deposits, working capital and senior activities
General	8,236,057	Set aside for insurance contingencies, future purchases (prior surplus set aside for other purposes), equipment replacement
Park	1,111,797	Park impact fees received that are for specific purposes
Recreation Scholarships	37,643	Funds available for providing scholarships
Cemetery Fund	18,998	Funds for cemetery operations
Debt Service	-	Funds for debt service payments
Capital Projects	1,519,267	Borrowed money held to pay for projects as payments are due.
TIF #6	1,356,805	Tax increment for debt repayment
TIF #7	1,182,267	State loan proceeds waiting for developer payments to be made
Water	3,304,881	Funds for debt payments, construction funds, reserves required by our debt instruments, and RCA's collected to be used for specific purposes.
Sewer	4,686,497	Funds for debt payments, construction funds, reserves required by our debt instruments, and RCA's collected to be used for specific purposes.
CDA	462,933	Funds set aside for future TIF start ups & other development initiatives.
Stormwater	802,847	Funds set aside for equipment replacement and debt service.
Taxes	<u>3,016,969</u>	Collections of taxes that will be paid out to the other districts, including the Village.
Sub-total	25,738,879	Portion of all funds that are set aside/required to be held.
	<u>10,032,963</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>35,771,842</u></u>	

TO: Village Board, Finance & Personnel Committee
FROM: Katherine Gehl, Assistant Village Administrator
RE: Reestablishment of Building Inspector Position
DATE: May 2, 2025

The Village of Sussex is currently in an Intergovernmental Agreement with the Village of Richfield for building inspection services. The current contract runs through 2027. The agreement outlines that Sussex will be provided 32 hours of service weekly (No Friday coverage), shared between two inspectors. In 2025, this contract costs Sussex \$125,926.21. This is equal to 44% of the total expenses for the two existing building inspectors, including salary and benefits, overhead plus a 6.5% administrative fee (profit for Richfield). In 2024 the Village performed 2,200 inspection appointments and handled 2,687 permits.

Sussex has been made aware of the upcoming retirement of one building inspector, effective in August 2025. Subsequently, the Village of Richfield has given notice they are terminating the contract with the goal of retaining the one remaining inspector for Richfield's needs. The Village still has significant growth to occur for about 10 years. An important part of Sussex's economic success is the ability to maintain timely and effective inspections for the welfare and safety of the public and to meet the needs of the building community under more stringent State laws for inspection timelines than in the past. It is a tight market for building inspection services and communities are scrambling to shore up their inspection services throughout southeast Wisconsin, which is a large factor in Richfield's decision to go it alone versus trying to hire another inspector. Private inspection contractors contracts take the salary plus a majority of the permit revenue which doesn't make sense for a community that is growing like Sussex and would significantly impact the Village's budget negatively.

Prior to the joint arrangement with Richfield, Sussex had its own building inspector. After examining the options, it makes the most sense for Sussex to pursue that avenue again. Sussex will have continued growth, which would be best met by a full-time inspector in the office every day of the week. This would reduce wait times for scheduling inspections, and speed up plan review. The position would be Pay Grade 9 in the Salary Schedule, which would be competitive with the surrounding communities and allow the hiring of a qualified individual for this position. This would also keep the total expenses, including benefits, for this position consistent with the cost of the current contract. In essence, same costs, but more hours for service. What we lose is the direct back-up capacity with the two inspectors, although we would continue to utilize partnerships with Lisbon for back-ups as well as Joel Jasper, the previously retired inspector, who is grandfathered in for all of the Commercial type inspections.

The intention is to begin hiring for this position as soon as possible, with the intention that a new building inspector will be hired before the end of August to avoid a vacancy in coverage.

Staff recommends approval of the reestablishment of the Building Inspector position description and the hiring of said position in 2025. This will not require additional budgetary funds.

Village of Sussex Position Description

Position Title:	Building Inspector	Department:	Community Development
Revision Date:	May 6, 2025	Pay Grade:	9 FLSA: E
Staff to Committee(s):	Plan Commission	Reports To:	Community Development Director

Job Summary

Responsible for reviewing plans and surveys; issuing permits (building, plumbing, electrical, HVAC, signs, swimming pools, occupancy); conducting inspections and investigations; reviewing complaints; enforcing Zoning Ordinance; and enforcing building, plumbing and electrical codes.

Essential Duties & Responsibilities

Including, but not limited to:

- Review building permit applications and review building plans and conduct all necessary and required building, electrical, plumbing, and HVAC inspections on residential construction within the Village of Sussex. These include footings, foundations, basement floors, erosion control, and final occupancies.
- Issue building, plumbing, HVAC, electrical, and other permits and maintain records or building and inspection activity.
- Conduct all necessary inspections on permitted activities such as, but not limited to, decks, swimming pools, accessory buildings, and residential alterations and additions.
- Enforce building-related codes, including the Uniform Dwelling Code and Uniform Building Code.
- Maintain all required certifications in the disciplines of construction, plumbing, electrical, energy conservation and heating, ventilating, and air conditioning.
- Assist with other duties as assigned by supervisors.

Minimum Requirements

- High school degree required. Vocational/Technical degree in construction or related field preferred.
- At least five years of progressively responsible skilled construction or construction management experience, or three years of previous experience as an Inspector.
- State of Wisconsin Certification as Inspector for Construction, HVAC, Electric, Plumbing, (Commercial Building, Electrical, and Plumbing certification highly preferred).
- Valid Driver's License.

Knowledge, Skills and Abilities

Must be able to read and understand plans and blueprints, understand and interpret codes and ordinances, inspect and evaluate construction for compliance, deal with the public and

contractors, issue orders, issue citations. Ability to work well with the public and with local contractors and the ability to communicate effectively orally and in writing.

Physical Demands of the Position

40% of the time is spent standing, walking, talking, hearing, carrying, and low handling.

40% of the time is spent kneeling, crouching, bending, climbing, and twisting.

20% of the time is spent sitting, talking on the phone, reviewing plans, and typing.

Environmental Conditions

60% of the time is spent outside, regularly in extreme elements (heat, cold, etc.).

30% of the time is spent inside in an office setting or in a vehicle.

10% of the time is spent in confined spaces with noise, electrical hazards, dust, and vibrations, etc.

Appendix A - Regular

Revision Date 11/2024

Title	Pay Grade	Min	Mid	Max
Administrator	12	\$108,800	\$133,299	\$157,798
Assistant Village Administrator	11	\$93,500	\$114,554	\$135,608
Finance Director	11			
Public Works Director/Engineer	11			
Fire Chief	11			
Parks and Recreation Director	10	\$80,750	\$98,933	\$117,116
Community Development Director	10			
Assistant Public Works Director	10			
Utility Foreman, Building Inspector	9	\$72,250	\$88,519	\$104,788
Assistant Engineer	8	\$65,450	\$80,188	\$94,926
Asst. to Finance Director, Accountant	8			
Streets, Parks Foreman	8			
Clerk Treasurer	8			
Wastewater Operator*	7	\$59,500	\$72,898	\$86,296
Water Operator**	6	\$55,250	\$67,690	\$80,132
Public Works Employee, Arborist	6			
Recreation Coordinator	6			
IT Coordinator	5	\$52,700	\$64,567	\$76,434
Deputy Clerk	4	\$45,050	\$55,194	\$65,338
Communications Coordinator	4			
Park Maintenance Technician	4			
Building Maintenance Technician	4			
Special Events Coordinator	3	\$42,500	\$52,070	\$61,640
Program Coordinator-Adults Over 50	3			
Administrative Assistant II	3			
AP/Payroll Clerk				
Administrative Assistant	2	\$38,250	\$46,863	\$55,476
Cleaner	1	\$32,300	\$39,573	\$46,846

Braden Desmarais Eagle Project

Benefitting

The Village of Sussex; Parks & Recreation Department

Need Outlined by Beneficiary; Install steps at the designated area on the Nancy A. Whalen Trail.

Designated Area of Improvement

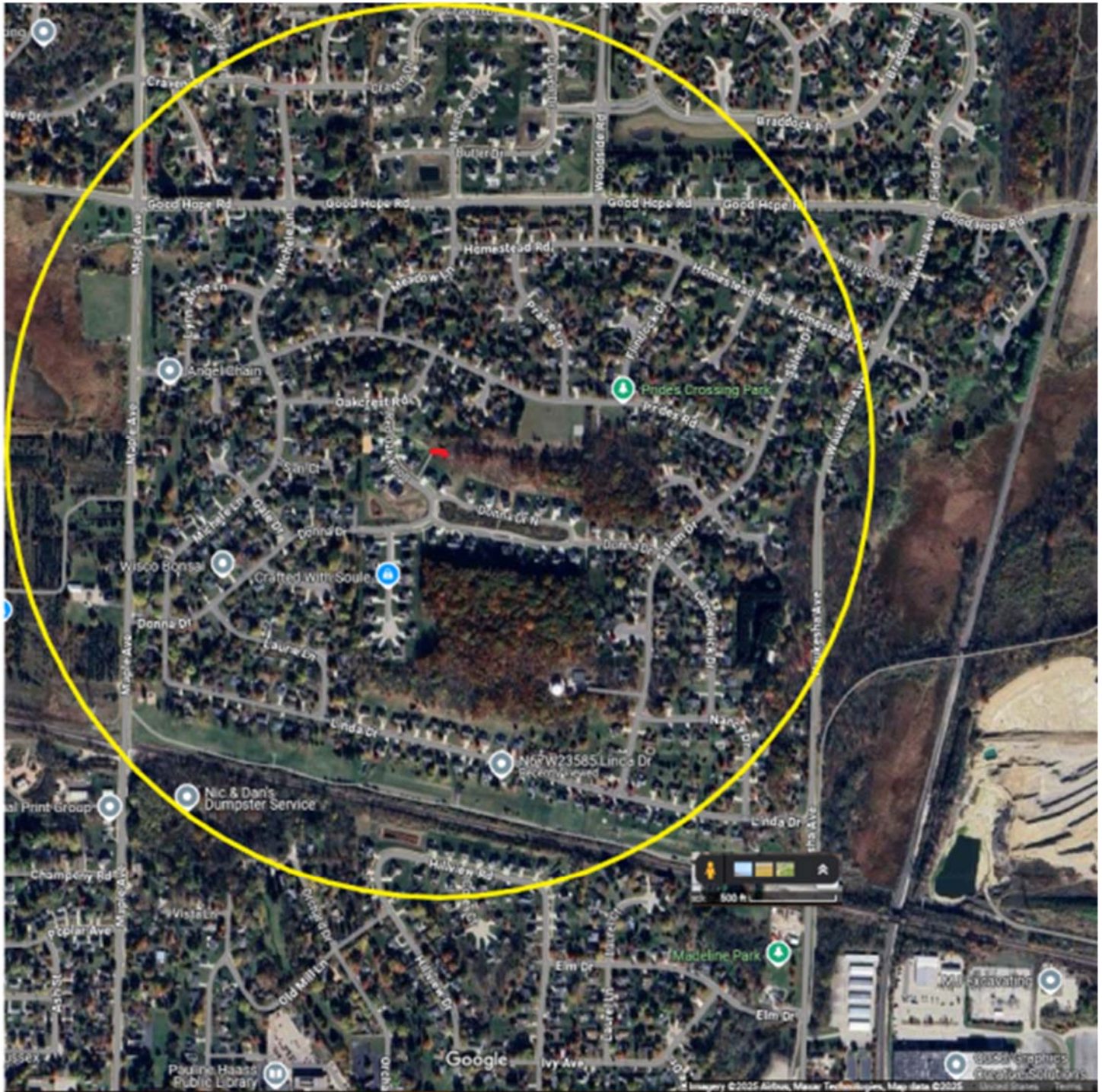
Nancy A. Whalen Trail



How and who will this serve in the Community?

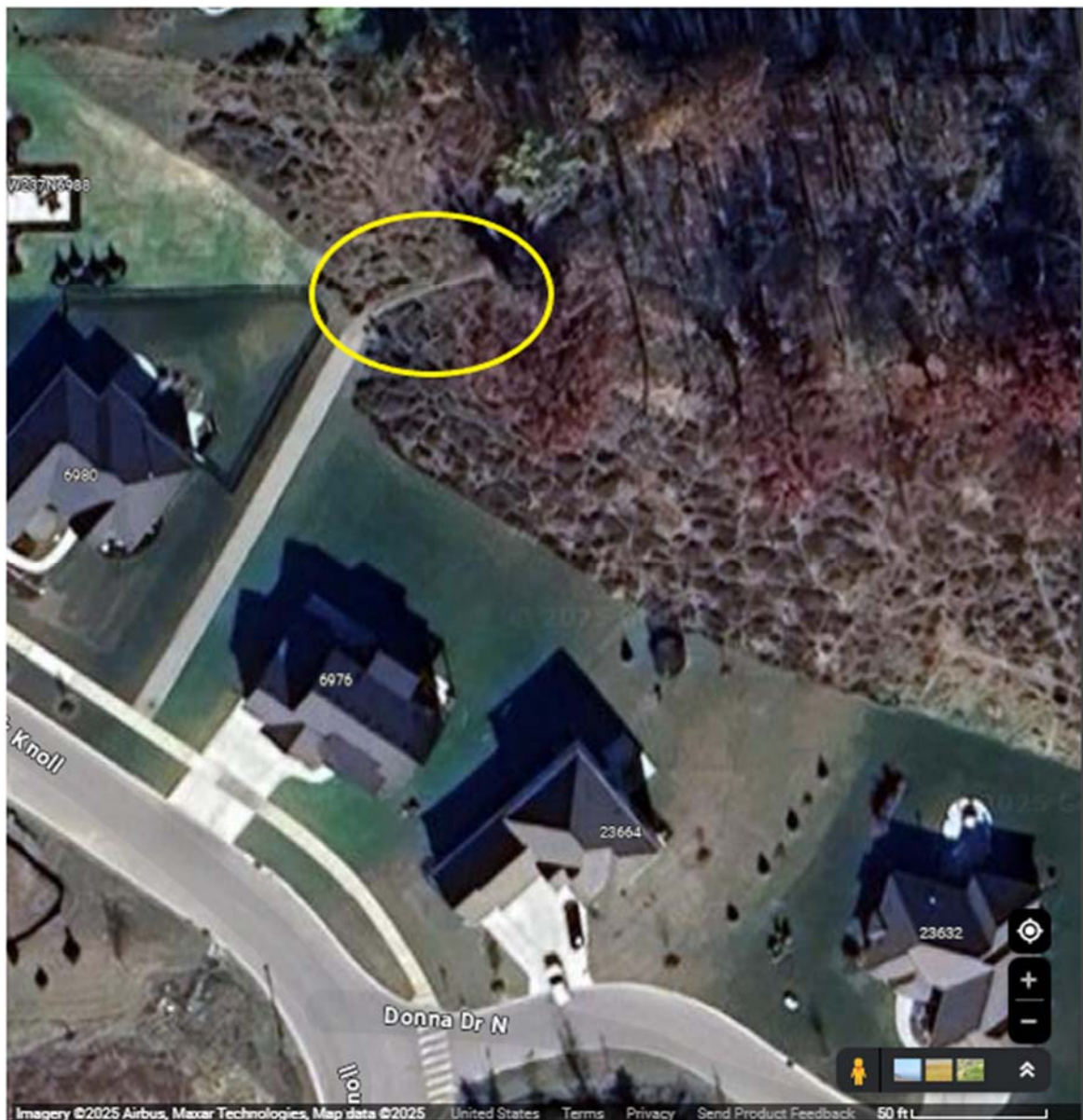
Any resident of Sussex that chooses to walk the trail.

Those closest to the trail are more likely to use it. There are about 600 homes within a ½ mile radius of proposed trail improvement. (Steps area is red, at center of circle)



What are the Dimensions of the Trail Improvement?

Using Google Earth;



Determining the number of Steps

Run of this slope is 50ft. **Rise** is about 30 ft. Using the calculator below, **Fifty** steps will be needed for this slope.



[Are you looking for the Metric \(millimeters\) version of the Stair Calculator?](#)

Automatic Stair Calculator

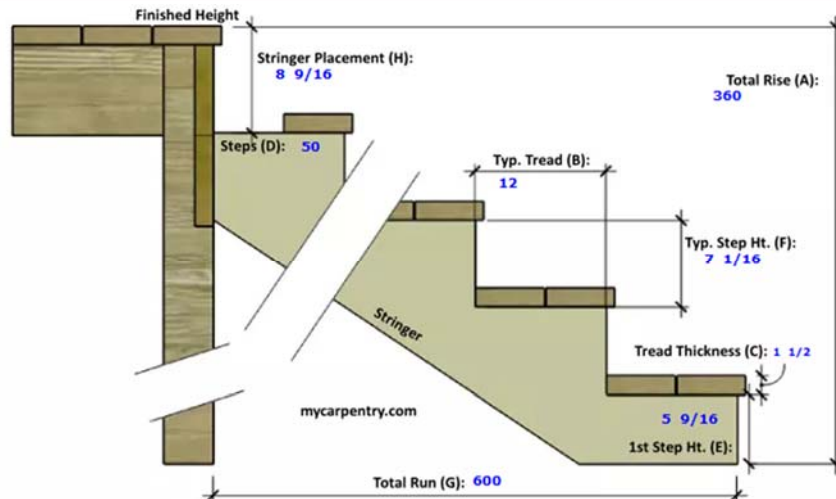
Input: Help

Total Rise [A] (ex: 56.75)	<input type="text" value="360"/>	(in)	FYI [?]
Target Step Height [F]	<input type="text" value="7.00"/>	(in)	
Tread Thickness [C]	<input type="text" value="1.50"/>	(in)	
Tread Depth [B]	<input type="text" value="12.0"/>	(in)	

Stair Results:

	(fraction)	(decimal)
Number of Steps (risers)	<input type="text" value="51"/>	
Steps on Stringer [D]	<input type="text" value="50"/>	
Height of First Step [E]	<input type="text" value="5 9/16"/>	<input type="text" value="5.56"/>
Height of Typical Step [F]	<input type="text" value="7 1/16"/>	<input type="text" value="7.06"/>
Stringer Placement [H]	<input type="text" value="8 9/16"/>	<input type="text" value="8.56"/>
Total Run [G]	<input type="text" value="600"/>	<input type="text" value="600.00"/>
Stringer Length	<input type="text" value="695 3/8"/>	<input type="text" value="695.35"/>
Stair/Rail Angle	<input type="text" value="30.5"/>	(degrees)

Stringer Mount Type: [?] ☒ Standard ☐ Flush



Sourcing Materials: Stair Treads/Erosion Grids Lake Lite Innovations Drive-On Lawn grids

These grids are rigid and meant for smaller jobs like driving paths to a shed in a yard. If they can support vehicles, they should last a long time on a trail.

I contacted Mark Tushur, Co-owner of Lake Lite Innovations LLC in Neenah, WI asking if they can assist with the grids. He responded with a discount of \$12/grid.

LLI, LLC:	\$12.00/grid	Total for 50 grids; \$ 600.00
Walmart:	\$21.00/grid	Total for 50 grids; \$1,050.00
Amazon:	\$20.00/grid	Total for 50 grids; \$1,000.00
eBay:	\$28.35/grid	Total for 50 grids; \$1,417.50
FleetFarm:	\$15.99/grid	Total for 50 grids; \$ 799.50 Minus \$500 (gift card/donation) = \$299.50

Fleet Farm offers these at the lowest price. They have also donated \$500 to cover 31 of the 50 grids.

Contact UsStore LocatorWeekly AdTrack OrderGift Cards

FleetFarm

GERMANTOWN, WI Sign In0

Shop Departments Weekly Ad Fleet Rewards

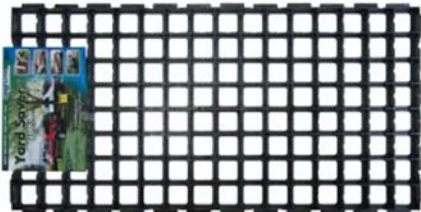

Start typing to search

Check out all the Weekly Deals | [VIEW THE ADS](#)

Home | Lawn & Garden | Lawn & Garden Tools | Gardening Accessories | Lake Lite Innovations Drive-On Lawn Grid

[Shop All Lake Lite Innovations](#)


Lake Lite Innovations Drive-On Lawn Grid




Store SKU ID: 100253896


★★★★★ 5.0 (8)

\$15.99

 Ship My Order
Not available

 Store Pickup
As soon as tomorrow*

Pick up at **Germantown**

 Find in Aisle L11

[Check other stores](#)

*Most orders ready within 2 hours

Quantity

1

ADD TO CART

Item Details

Specifications

Assembled Depth : 38.5

Assembled Height : 1.25

Assembled Width : 19.0

Assembly Required : Yes

Box Contents : 1 grid

Depth : 39.75

Intended Use : Outdoor

Made in USA : Yes

Made in the Midwest : Yes

Description

Easy-to-install sections to customize your own path or area. Drive on your lawn with-out damaging the grass. Repair high traffic areas with thriving grass. Each section weighs 4.84-pounds.

Highlights

- The Yard Saver Drive-On Lawn Grid is an eco-friendly solution that allows you to protect your grass in high-traffic areas
- Durable heavyweight molded plastic
- Easy installation
- Protect grass in high-traffic areas
- Eco-friendly
- Item measures 38.5 in L x 19 in W x 1.25 in H
- Weight: Approximately 4.55 pounds
- Shipping Dimensions: Approximately 39.75 x 20.25 x 1.25 inches.

Sourcing Materials: Anchoring via Rebar Pins/Stakes

Fiberglass is much less expensive than steel, it won't rust, and buying longer lengths is cheaper than 24" pre-cut lengths. Home Depot also has a donation form for materials needed for Community Projects.

One 24pk of 8' FRP Rebar will produce 96x 24" stakes. A total of 153 stakes are required for this project.

Two bundles of 24pk of 8' FRP Rebar will cost **\$126**.

Waukesha 10PM 53186 What can we help you find today?

Internet # 335454893 Model # RB3896W24

New

Welco

3/8 in. x 96 in. #3 Nature Surface FRP Rebar (24-Pack)

★★★★★ Questions & Answers

Hover Image to Zoom

\$62.90

Pay \$37.90 after \$25 OFF your total qualifying purchase upon opening a new card. [Apply for a Home Depot Consumer Card](#)

- Fiberglass rebar is made of high quality glass fibers
- High strength, tensile strength is better than ordinary steel
- Non-conductive, durable, highly anti-corrosion
- [View More Details](#)

Pickup at Waukesha Delivering to 53186

Ship to Store
Apr 25 - Apr 30
58 available
FREE

Delivery
Apr 24 - Apr 25
58 available
FREE

1 **Add to Cart**

PayPal

Pay in 4 interest-free payments of \$15.73 with [PayPal](#). [Learn more](#)

Free & Easy Returns In Store or Online
Return this item within **90 days** of purchase.
[Read Return Policy](#)

Sourcing Materials: Step Risers

There are many fallen trees throughout the Nancy A. Whelan trail. To include conservation as part of this project, and per Sussex Parks & Rec's request, I plan to use as much of the applicable branches and trunks of the fallen trees to serve as the natural risers for the steps. Adults with the appropriate power tools will cut and shape them to be level, and lock in the erosion grids as shown in the Side View and Top View diagrams. I also plan to have adults char each riser as a natural weather-proofing. Four screws, pictured below, will be used to secure each grid to the riser as well; **\$30**.

Grip-Rite

#9 x 2-1/2 in. #2 Phillips Bugle Head Coarse Thread Coated Exterior Wood Screws 5 lb. Box

★★★★★ (7306) Questions & Answers (154)

\$29.97

Pay \$4.97 after \$25 OFF your total qualifying purchase upon opening a new card. [Apply for a Home Depot Consumer Card](#)

- #9 x 2-1/2 in. screws designed for outdoor construction
- Hand drive fastener for use in exterior wood to wood applications
- Made from high strength steel for robust durability
- [View More Details](#)

Memomonee Falls Store
✓ 28 in stock Aisle 14, Bay 008

Screw Length: 2-1/2 in

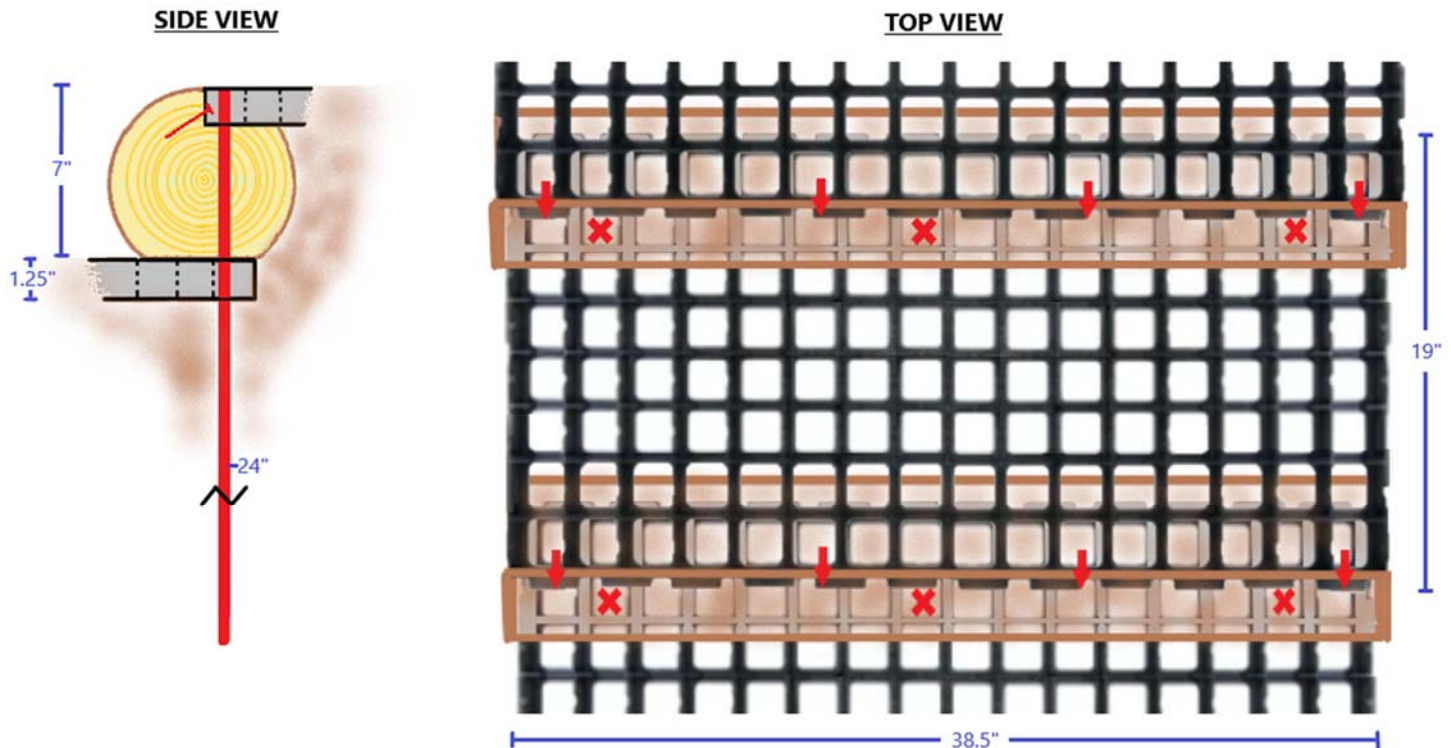
1-1/4 in 1-5/8 in 2 in **2-1/2 in** 3 in 3-1/2 in 4 in

Size: #9

1 lb **5 lb** 10 lb 25 lb

Product Weight (lb.): 5 lb

Proposed Design of Steps for Designated Area on Nancy A. Whalen Trail



- Erosion grids help retain stair treads, serve as a connection point between steps, and locks in logs as risers between steps.
- Rebar pins lock in the lower grid to the higher grid, creating a solid foundation for each step.
- Deck screws help eliminate separation from grid/stair tread.

KEY



24" Fiberglass Rebar

3" Zinc coated deck screw

Wood sourced from Nancy A. Whelan trail

Erosion grid: 38.5" wide, 19" long, 1.25" high

Braden Desmarais Eagle Project; Benefitting

The Village of Sussex; Parks & Recreation Department

TOTAL PROJECT COST **\$1,250.50**

Stair Tread/Grids;	\$ 799.50
FRP Rebar;	\$ 126.00
Screws;	\$ 30.00
Propane to Char risers;	\$ 120.00
Food & Water for volunteers;	\$ 75.00
Gas for generator;	\$ 50.00
Miscellaneous (saw blades, sunscreen, etc.);	\$ 50.00

CONTRIBUTIONS

Fleet Farm	\$(500.00) Confirmed 5/12/2025
Sussex Area Service Club	\$(400.50) Confirmed 5/19/2025
<i>Sussex Lions Club</i>	<i>\$(350.00) TBD 6/2/2025</i>

PUBLIC WORKS COMMITTEE

BILLS FOR PAYMENT

5/6/2025

VENDOR	AMOUNT		%COMPLETED	NOTES
RA SMITH	\$ 12,753.00	PAVING AND PARKING LOT REHAB	4%	
LALONDE CONTRACTORS	\$ 377,466.43	2025 ROAD PROGRAM	5%	
ALL LINES UTILITY SERV.	\$ 300.00	PSB REPAVING & SIDEWALK REPAIRS		
NICHOLAS & ASSOC	\$ 117,761.00	PARK SHOP/THE RIDGE	2%	
PARKING LOT MAINT INC	\$ 56,299.81	2025 PARKING LOT REHABILITATION	5%	
WIL-SURGE ELECTRIC, INC	<u>\$ 45,196.25</u>	EMERGENCY GENERATORS	8%	
Total	\$ 609,776.49			



N64W23760 Main Street

Sussex, Wisconsin 53089

Phone (262) 246-5200

FAX (262) 246-5222

Email: info@villagesussex.org

Website: www.villagesussex.org

MEMORANDUM

To: Public Works Committee

From: Judith A. Neu, Village Engineer/Public Works Director

Date: April 8, 2025

Re: Village Wide DNR Stormwater Discharge Permit Annual Report

The Village's Annual Report to DNR for our Municipal Storm Water Discharge Permit has been completed and is attached for your review. Here are some of the highlights. The report is also posted on the website.

- Public Education and Outreach goals are met primarily through the Waukesha County Storm Water Education program. Information is also provided on the Village Website, and through fliers available at Civic Center and at events like National Night Out. The Village provides additional information to the public regarding lawn care, yard waste, composting, and pet waste. The Village participates in the Adopt a Drain program with the County. The Adopt a Drain program requests the participant to clean the drain two times per month and to report the quantity removed to the County.
- Public Involvement and Participation goals are part of the Village's political culture. Residents and business owners are encouraged to be part of the planning of public projects and are kept informed about public and private projects via meetings and the website. This annual report to the Committee is also part of that public involvement.
- Illicit Discharge Detection and Elimination testing was completed annually by Village Staff by field screening and testing of dry weather discharges at 6 priority storm outfalls annually and 5-7 major outfalls, so that each is visited every 5 years. In 2024, the test results did not show evidence of illicit discharges.
- Construction Site Pollutant Control is handled through the Village's Storm Water Management Code and the Erosion Control Permitting process. A few minor erosion control issues were found in 2024. They were quickly corrected. Inspections were completed by Building Inspectors on building sites and by Engineering Division or Consultants in subdivisions.
- Post-Construction Storm Water Management is handled through the Village's Storm Water Management Code and Storm Water Management Plans. Developers are required to provide storm water quality and quantity controls, and infiltration. Long-term maintenance requirements are included in Developers Agreements or Storm Water Maintenance Agreements. An annual inspection program for Village owned ponds has been implemented. A prioritized list of maintenance tasks has been developed and are addressed during road program projects.
- Pollution Prevention tasks constitute a major portion of Public Works Staff work each year. They consist of catch basin cleaning, street sweeping, leaf and brush collection, outfall cleaning, roadside ditch cleaning and maintenance, and storm water facilities maintenance. Pre-wetting of salt during snow operations continues to allow us to minimize salt use, and brine applications allow us to avoid salting operations on several occasions each year. Staff collected 63 tons of street sweepings in 2024 (53 Tons in 2023). Staff removed 6 tons of material from cleaning 90 catch basin sumps in 2024 (4 Tons, 194 catch basins in 2023).
- The Village has surpassed the required 20% reduction in Total Suspended Solids with a 26.19% reduction. Further reductions are possible by continuing to implement the recommendations and projects in the 2011 Storm Water Management Master plan. DNR has begun work on the Fox-Illinois TMDL study which will impact the Village's reduction requirements for Phosphorus, Total Suspended Solids, and possibly Chlorides. Staff met with DNR and other members of the Upper Fox River Watershed Group in February 2024 to discuss the new permit and provided feedback and comments to DNR on the initial draft permit in 2024. The updated permit was finalized and issued November 1, 2024. The updated permit will expire on October 31, 2029. TMDL requirements were not included with the updated permit cycle. Next permit cycle = planning requirements will be added with implementation requirements added in subsequent permit cycles.
- Spring Creek is on the federal list of impaired water bodies due to low dissolved oxygen due to Total Phosphorous loads. The Pewaukee River is listed as impaired due to chlorides and Total Phosphorous loads.
- Staff continues to make program improvements on staff training and awareness, pond inspections frequencies, outfall cleaning, annual reports on private storm facilities, and to street sweeping and catch basin cleaning operations.

Submittal of Annual Reports and Other Compliance Documents for Municipal Separate Storm Sewer System (MS4) Permits

NOTE: Missing or incomplete fields are highlighted at the bottom of each page. You may save, close and return to your draft permit as often as necessary to complete your application. After 120 days your draft is **deleted**.

Form 3400-224(R8/2021)

Reporting Information :

Will you be completing the Annual Report or other submittal type? ☒ Annual Report ☐ Other

Project Name: 2024 Annual Report

County: Waukesha

Municipality: Sussex, Village

Permit Number: S050105

Facility Number: 30735

Reporting Year: 2024

Is this submittal also satisfying an Urban Nonpoint Source Grant funded deliverable? ☐ Yes ☒ No

Required Attachments and Supplemental Information

Please complete the contents of each tab to submit your MS4 permit compliance document. The information included in this checklist is necessary for a complete submittal. A complete and detailed submittal will help us review about your MS4 permit document. To help us make a decision in the shortest amount of time possible, the following information must be submitted:

Annual Report

- Review related web site and instructions for [Municipal storm water permit eReporting](#) [Exit Form]
- Complete all required fields on the annual report form and upload required attachments
- Attach the following other supporting documents as appropriate using the attachments tab above
 - Public Education and Outreach Annual Report Summary
 - Public Involvement and Participation Annual Report Summary
 - Illicit Discharge Detection and Elimination Annual Report Summary
 - Construction Site Pollution Control Annual Report Summary
 - Post-Construction Storm Water Management Annual Report Summary
 - Pollution Prevention Annual Report Summary
 - Leaf and Yard Waste Management
 - Municipal Facility (BMP) Inspection Report
 - Municipal Property SWPPP
 - Municipally Property Inspection Report
 - Winter Road Maintenance
 - Storm Sewer Map Annual Report Attachment
 - Storm Water Quality Management Annual Report Attachment
 - TMDL Attachment
 - Storm Water Consortium/Group Report

- Municipal Cooperation Attachment
- Other Annual Report Attachment
- Attach the following permit compliance documents as appropriate using the attachments tab above
 - Storm Water Management Program
 - Public Education and Outreach Program
 - Public Involvement and Participation Program
 - Illicit Discharge Detection and Elimination Program
 - Construction Site Pollutant Control Program
 - Post-Construction Storm Water Management Program
 - Pollution Prevention Program
 - Municipal Storm Water Management Facility (BMP) Inventory
 - Municipal Storm Water Management Facility (BMP) Inspection and Maintenance Plan
 - Total Maximum Daily Load documents (**If applicable, see permit for due dates.*)
 - TMDL Mapping*
 - TMDL Modeling*
 - TMDL Implementation Plan*
 - Fecal Coliform Screening Parameter *
 - Fecal Coliform Inventory and Map (*S050075-03 general permittees Appendix B B.5.2 – document due to the department by March 31, 2022*)
 - Fecal Coliform Source Elimination Plan (*S050075-03 general permittees Appendix B - document due to the department by October 31, 2023*)
- Sign and Submit form

Municipal Contact Information- Complete

Notice: Pursuant to s. NR 216.07(8), Wis. Adm. Code, an owner or operator of a Municipal Separate Storm Sewer System (MS4) is required to submit an annual report to the Department of Natural Resources (Department) by March 31 of each year to report on activities for the previous calendar year ("reporting year"). This form is being provided by the Department for the user's convenience for reporting on activities undertaken in each reporting year of the permit term. Personal information collected will be used for administrative purposes and may be provided to the extent required by Wisconsin's Open Records Law [ss. 19.31-19.39, Wis. Stats.].

Note: Compliance items must be submitted using the Attachments tab.

Municipality Information

Name of Municipality Sussex, Village

Facility ID # or (FIN): 30735

Updated Information:

☐ Check to update mailing address information

Mailing Address: N64 W23760 Main Street

Mailing Address 2:

City: Sussex, Village

State: WI

Zip Code:

53089

xxxxx or xxxxx-xxxx

Primary Municipal Contact Person (Authorized Representative for MS4 Permit)

The "Authorized Representative" or "Authorized Municipal Contact" includes the municipal official that was charged with compliance and oversight of the permit conditions, and has signature authority for submitting permit documents to the Department (i.e., Mayor, Municipal Administrator, Director of Public Works, City Engineer).

☐ Select to **create new** primary contact

First Name: Judith

Last Name: Neu

☒ Select to **update** current contact information

Title: Village Engineer

Mailing Address: N64 W23760 Main Street

Mailing Address 2:

City: Sussex

State: WI

Zip Code: 53089

xxxxx or xxxxx-xxxx

Phone Number: 262-246-5200

Ext:

xxx-xxx-xxxx

Email: jneu@sussexwi.gov

Additional Contacts Information (Optional)

☒ I&E Program

☐ IDDE Program

☐ IDDE Response Procedure Manual

Individual with responsibility for:
(Check all that apply)

- ☐ Municipal-wide Water Quality Plan
- ☐ Ordinances
- ☐ Pollution Prevention Program
- ☐ Post-Construction Program
- ☐ Winter roadway maintenance

First Name: Jayne

Last Name: Jenks

Title: Parks and Land Use

Mailing Address: 515 W Moreland Blvd

Mailing Address 2:

City: Waukesha

State: WI

Zip Code: 53188 xxxxx or xxxxx-xxxx

Phone Number: 262-896-8305 Ext: xxx-xxx-xxxx

Email: www.waukeshacounty.gov

Municipal Billing Contact Person (Authorized Representative for MS4 Permit)

☒ Select to **create new** Billing contact

First Name: Judith

Last Name: Neu

☒ Select to **update** current contact information

Title: Village Engineer

Mailing Address: N64W23760 Main Street

Mailing Address 2:

City: Sussex

State: WI

Zip Code: 53089 xxxxx or xxxxx-xxxx

Phone Number: 262-246-5200 Ext: xxx-xxx-xxxx

Email: jneu@sussexwi.gov

1. Does the municipality rely on another entity to satisfy some of the permit requirements?

☒ Yes ☐ No

☒ Public Education and Outreach Waukesha County

☒ Public Involvement and Participation Waukesha County

☐ Illicit Discharge Detection and Elimination

☐ Construction Site Pollutant Control

☐ Post-Construction Storm Water Management _____

☐ Pollution Prevention

2. Has there been any changes to the municipality's participation in group efforts towards permit compliances (i.e., the municipality has added or dropped consortium membership)?

☐ Yes ☒ No

Minimum Control Measures- Section 1 : Complete**1. Public Education and Outreach**

- a. Does MS4 conduct any educational efforts or events independently (not with a group) ☐ Yes
☒ No
- b. How many total educational events were held during the reporting year:
- c. Were any of the public education and outreach delivery mechanisms conducted during the reporting year active or interactive? ☒ Yes ☐ No
- d. Please select all storm water topics, target audiences, and delivery mechanisms used in the reporting year

Public Education and Outreach Delivery Mechanisms (Active and Passive)	
Active/Interactive Mechanisms	Passive Mechanisms
<input checked="" type="checkbox"/> Education activities (school presentations, summer camps) <input checked="" type="checkbox"/> Information booth at event <input checked="" type="checkbox"/> Targeted group training (contractors, consultants, etc.) <input checked="" type="checkbox"/> Government event (public hearing, council meeting) <input checked="" type="checkbox"/> Workshops <input type="checkbox"/> Tours <input type="checkbox"/> Other: <input type="text"/>	<input checked="" type="checkbox"/> Passive print media (brochures at front desk, posters, etc.) <input type="checkbox"/> Distribution of print media (mailings, newsletters, etc.) via mail or email. <input checked="" type="checkbox"/> Media offerings (radio and TV ads, press release, etc.) <input checked="" type="checkbox"/> Social media posts <input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Website <input type="checkbox"/> Other: <input type="text"/>

Topics Covered	Target Audience
<input checked="" type="checkbox"/> Illicit discharge detection and elimination <input checked="" type="checkbox"/> Household hazardous waste disposal/pet waste management/vehicle washing <input checked="" type="checkbox"/> Yard waste management/pesticide and fertilizer application <input checked="" type="checkbox"/> Stream and shoreline management <input checked="" type="checkbox"/> Residential infiltration <input checked="" type="checkbox"/> Construction sites and post-construction storm water management <input checked="" type="checkbox"/> Pollution prevention <input checked="" type="checkbox"/> Green infrastructure/low impact development <input type="checkbox"/> Other: <input type="text"/>	<input checked="" type="checkbox"/> General Public <input checked="" type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input type="checkbox"/> Businesses <input checked="" type="checkbox"/> Contractors <input checked="" type="checkbox"/> Developers <input type="checkbox"/> Industries <input checked="" type="checkbox"/> Public Officials <input type="checkbox"/> Other: <input type="text"/>

- e. Will additional information/summary of these education events be attached to the annual report?
☒ Yes ☐ No

If no, please provide additional comment in the brief explanation box below. *Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Minimum Control Measures - Section 2 : Complete**2. Public Involvement and Participation**

a. Permit Activities. Select all of the following topics the Permittee did to engage public participation and involvement.

Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
<input checked="" type="checkbox"/> MS4 Annual Report <input checked="" type="checkbox"/> Storm Water Management Program <input checked="" type="checkbox"/> Storm Water related ordinance <input type="checkbox"/> Other: <input type="text"/>	<input checked="" type="checkbox"/> General Public <input checked="" type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input type="checkbox"/> Businesses <input checked="" type="checkbox"/> Contractors <input checked="" type="checkbox"/> Developers <input type="checkbox"/> Industries <input checked="" type="checkbox"/> Public Officials <input type="checkbox"/> Other	11-50	<input checked="" type="radio"/> Yes <input type="radio"/> No

b. Volunteer Activities. Select all of the following audiences targeted for volunteer involvement and participation related to storm water.

☐ NA (Individual Permittee)

Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
Volunteer Opportunity	<input checked="" type="checkbox"/> General Public <input type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input type="checkbox"/> Industries <input type="checkbox"/> Public Officials <input type="checkbox"/> Other	101 +	<input checked="" type="radio"/> Yes <input type="radio"/> No

c. Brief explanation on Public Involvement and Participation reporting. *Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Residents-AdoptaDrain asked to clean 2X/month & report quantity removed(253 volunteers; reported 3500 pounds of material removed). Citizen Stream monitors-collects water quality data-local waters(50+people at 29sites). AR presented @PW Comm Spring.

Minimum Control Measures - Section 3 : Complete**3. Illicit Discharge Detection and Elimination**

a. How many total outfalls does the municipality have?

b. How many major outfalls does the municipality have?

- c. How many outfalls did the municipality evaluate as part of their routine ongoing field screening program?
- d. From the municipality's routine screening, how many were confirmed illicit discharges?
-
- e. How many illicit discharge complaints did the municipality receive?
- f. From the complaints received, how many were confirmed illicit discharges?
-
- g. How many of the identified illicit discharges did the municipality eliminate in the reporting year (from both routine screening and complaints)?

(If the sum of 3.c. and 3.e. does not equal 3.f., please explain below.)

- h. What types of regulatory mechanisms does the municipality have available to compel compliance with this program? Check all that are available and how many times each were used in the reporting year.

- | | |
|---|--------------------------------|
| <input checked="" type="checkbox"/> Verbal Warning | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> Written Warning (including email) | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> Notice of Violation | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> Civil Penalty/ Citation | <input type="text" value="0"/> |

Additional Information: _____

- i. Brief explanation on Illicit Discharge Detection and Elimination reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Village has 32 major outfalls, 6 priority & 4-7 major outfalls evaluated (visited every 5 years). In 2024 discharge found at one outfall was potable water.

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 4 : Complete

4. Construction Site Pollutant Control

- a. How many total construction sites with one acre or more of land disturbing construction activity were active at any point in the reporting year?
- b. How many construction sites with one acre or more of land disturbing construction activity did the municipality issue permits for in the reporting year?
- c. How many erosion control inspections did the municipality complete in the reporting year (at sites with one acre or more of land disturbing construction activity)?
-
- d. What types of regulatory mechanisms does the municipality have available to compel compliance with this program? Check all that are available and how many times each were used in the reporting year.
- ☒ Verbal Warning

- ☒ Written Warning (including email)
- ☒ Notice of Violation
- ☒ Civil Penalty/ Citation
- ☒ Stop Work Order
- ☐ Forfeiture of Deposit
- ☐ Other - Describe below

32

24

0

0

0

- e. Brief explanation on Construction Site Pollutant Control reporting . *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 5 : Complete

5. Post-Construction Storm Water Management

- a. How many new structural storm water management Best Management Practice (BMP) have received local approval ? 1
*Engineered and constructed systems that are designed to provide storm water quality control such as wet detention ponds, constructed wetlands, infiltration basins, grassed swales, permeable pavement,
- b. Does the MS4 have procedures for inspecting and maintaining private storm water facilities? ☒ Yes ☐ No
- c. If Yes, how many privately owned storm water management facilities were inspected in the reporting year ? 1
Inspections completed by private landowners should be included in the reported number.
- d. Does the municipality utilize privately owned storm water management BMP in its pollutant reduction analysis? ☒ Yes ☐ No
- e. Does MS4 have maintenance authority on these privately owned BMPs?
☒ Yes ☐ No
- f. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Check all that apply and enter the number of each used in the reporting year.
- ☒ Verbal Warning 4
 - ☒ Written Warning (including email) 4
 - ☒ Notice of Violation 0
 - ☒ Civil Penalty/ Citation 0
 - ☐ Forfeiture of Deposit

☐ Complete Maintenance

☐ Bill Responsible Party

☐ Other - Describe below

- g. Brief explanation on Post-Construction Storm Water Management reporting . *If marked 'Unsure' on any questions above, justify your reasoning. Limit your response to 250 characters and/or attach supplemental information on the attachments page.*

For clarifications on 5e: The Village Ordinance-Code Section 14 allows authority on privately owned BMPs.

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 6 : Complete

6. Pollution Prevention

Storm Water Management Best Management Practice Inspections ☐ Not Applicable

- a. Enter the total number of "municipally owned" (i.e., publicly owned BMPs) or operated (i. e., privately owned BMPs) structural storm water management best management practices.
- b. How many new municipally owned storm water management best management practices were installed in the reporting year ?
- c. How many municipally owned (public) storm water management best management practices were inspected in the reporting year?
- d. What elements are looked at during inspections (250 character limit)?
- e. How many of these facilities required maintenance?
- f. Brief explanation on Storm Water Management Best Management Practice inspection reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Village mowed 57 ponds-municipally owned & operated. Staff performs woody vegetation removals. Major structural repairs are addressed the following year. Minor structural repairs/updates are completed with biannual road contracts.

Public Works Yards & Other Municipally Owned Properties that require a stormwater pollution prevention plan (SWPPP)* ☐ Not Applicable

- g. How many municipal properties require a SWPPP?
- h. How many inspections of municipal properties have been conducted in the reporting year?
- i. Have amendments to the SWPPPs been made?
☐ Yes ☒ No
- j. If yes, describe what changes have been made. Limit response to 250 characters

and/or attach supplemental information on the attachment page:

- k. Brief explanation on Storm Water Pollution Prevention Plan reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

* Any municipally owned property that has the potential to generate stormwater pollution should have a SWPPP. For example, if a municipal property stores compost piles, material storage, yard wastes, etc., outside and can contaminate stormwater runoff—a SWPPP is required.

Collection Services - *Street Sweeping Program* ☐ Not Applicable

- l. Did the municipality conduct street sweeping during the reporting year?
☒ Yes ☐ No
- m. If known, how many tons of material was removed?
- n. Does the municipality have a [low hazard exemption](#) for this material? ☐ Yes ☒ No
- o. If street sweeping is identified as a storm water best management practice in the pollutant loading analysis, was street cleaning completed at the assumed frequency?
☒ Yes - Explain frequency Approximately 4-6 times per year or as needed.
☐ No - Explain _____
☐ Not Applicable

Collection Services - *Catch Basin Sump Cleaning Program* ☐ Not Applicable

- p. Did the municipality conduct catch basin sump cleaning during the reporting year? ☒ Yes ☐ No
- q. How many catch basin sumps were cleaned in the reporting year?
- r. If known, how many tons of material was collected?
- s. Does the municipality have a low hazard exemption for this material? ☐ Yes ☒ No
- t. If catch basin sump cleaning is identified as a storm water best management practice in the pollutant loading analysis, was cleaning completed at the assumed frequency?
☒ Yes- Explain frequency Annual Cleaning-Outside Contr.-Once every 5 yrs.
☐ No - Explain _____
☐ Not Applicable

Collection Services - *Leaf Collection Program* ☐ Not Applicable

- u. Does the municipality conduct curbside leaf collection? ☒ Yes ☐ No
- v. Does the municipality notify homeowners about pickup? ☒ Yes ☐ No
- w. Where are the residents directed to store the leaves for collection?
☐ Pile on terrace ☒ Pile in street ☐ Bags on terrace

☐ Other - Describe _____

- x. What is the frequency of collection?

Once every two weeks during fall season via vacuum collection or Tink collection followed by same day street sweeping.

- y. Is collection followed by street sweeping?

☒ Yes ☐ No

- z. Brief explanation on Collection Services reporting. *Limit response to 250 characters and/or attach supplemental information on the attachments page*

Winter Road Management ☐ Not Applicable

*Note: We are requesting information that goes beyond the reporting year, answer the best you can.

- aa. How many lane-miles of roadway is the municipality responsible for doing snow and ice control? *(One mile of a two-way road equals two lane miles.)*

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- ab. Provide amount of de-icing products used by month last winter season?
Solids (tons) (ex. sand, or salt-sand)

Product	Oct	Nov	Dec	Jan	Feb	Mar
Salt	0	47	255	317	415	0

Liquids (gallons) (ex. brine)

	Oct	Nov	Dec	Jan	Feb	Mar
Brine	0	0	10764	6579	8615	0

- ac. Was salt applying machinery calibrated in the reporting year? ☒ Yes ☐ No

- ad. Have municipal personnel attended salt reduction strategy training in the reporting year? ☒ Yes ☐ No

Training Date	Training Name	# Attendance
4/28/2024	2024 North American Snow Conference	1

- ae. Brief explanation on Winter Road Management reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page*

Salt and brine totals submitted thru March 20, 2025.

Internal (Staff) Education & Communication

- af. Has the municipality provided an opportunity for internal training or education to staff implementing the municipality's procedures for each of the pollution prevention program element ? ☒ Yes ☐ No

If yes, describe what training was provided (250 character limit):

Discussion of policies re: water main breaks, SWPP, leaf & grass clipping disposal, winter road maintenance & construction site pollution control program.

- ag. Describe how the municipality has kept the following local officials and municipal staff aware of the municipal storm water discharge permit programs, procedures

and pollution prevention program requirements.

Elected Officials

Monthly engineers report, overview of MS4 annual report, meetings, website.

Municipal Officials

Monthly engineers report, overview of MS4 annual report, meetings, website.

Appropriate Staff (such as operators, Department heads, and those that interact with public)

Monthly engineers report, overview of MS4 annual report, meetings, website.

- ah. Brief explanation on Internal Education reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 7 : Complete

7. Storm Sewer System Map

- a. Did the municipality update their storm sewer map this year?

☒ Yes ☐ No

If yes, check the areas the map items that got updated or changed:

☒ Storm water treatment facilities

☒ Storm pipes

☐ Vegetated swales

☒ Outfalls

☐ Other - Describe below

Updated with new developments and bi-annual road repair program.

- b. Brief explanation on Storm Sewer System Map reporting. *If you marked Unsure for an question for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Final Evaluation - Complete**Fiscal Analysis**

Complete the fiscal analysis table provided below. For municipalities that do not break out funding into permit program elements, please enter the monetary amount to your best estimate of what funding may be going towards these programs.

Annual Expenditure Reporting Year	Budget Reporting Year	Budget Upcoming Year	Source of Funds
---	---------------------------------	--------------------------------	------------------------

Element: Public Education and Outreach

3000	3000	3000	<u>Storm water utility</u>
------	------	------	----------------------------

Element: Public Involvement and Participation

1400	1400	1400	<u>Storm water utility</u>
------	------	------	----------------------------

Element: Illicit Discharge Detection and Elimination

500	500	500	<u>Storm water utility</u>
-----	-----	-----	----------------------------

Element: Construction Site Pollutant Control

23440	12480	24236	<u>Storm water utility</u>
-------	-------	-------	----------------------------

Element: Post-Construction Storm Water Management

63649	63500	179800	<u>Storm water utility</u>
-------	-------	--------	----------------------------

Element: Pollution Prevention

20746	21300	21300	<u>Storm water utility</u>
-------	-------	-------	----------------------------

Other (describe)

			<u>Select...</u>
--	--	--	------------------

Please provide a justification for a "0" entered in the Fiscal Analysis. *Limit response to 250 characters.*

Water Quality

a: Were there any known water quality improvements in the receiving waters to which the municipality's storm sewer system directly discharges to?

☐ Yes ☒ No ☐ Unsure If Yes, explain below:

b: Were there any known water quality degradation in the receiving waters to which the municipality's storm sewer system directly discharges to?

☐ Yes ☒ No ☐ Unsure If Yes, explain below:

c: Have any of the receiving waters that the municipality discharges to been added to the impaired waters list during the reporting year?

☒ Yes ☐ No ☐ Unsure

d: Has the municipality evaluated their storm water practices to reduce the pollutants of concern?

☒ Yes ☐ No ☐ Unsure

Storm Water Quality Management

a. Has the municipality completed or updated modeling in the reporting year (relating to developed urban area performance standards of s. NR 151.13(2)(b)1., Wis. Adm. Code)? ☐ Yes ☒ No

b. If yes, enter percent reduction in the annual average mass discharging from the entire MS4 to surface waters of the state as compared to implementing no storm water management controls:

Total suspended solids (TSS)

Total phosphorus (TP)

Additional Information

Based on the municipality's storm water program evaluation, describe any proposed changes to the municipality's storm water program. *If your response exceeds the 250 character limit, attach supplemental information on the attachments page.*

Requests for Assistance on Understanding Permit Programs

Would the municipality like the Department to contact them about providing more information on understanding any of the Municipal Separate Storm Sewer Permit programs?

Please select all that apply:

- ☐ Public Education and Outreach
- ☐ Public Involvement and Participation
- ☐ Illicit Discharge Detection and Elimination
- ☐ Construction Site Pollutant Control
- ☐ Post-Construction Storm Water Management
- ☐ Pollution Prevention
- ☐ Storm Water Quality Management
- ☐ Storm Sewer System Map
- ☐ Water Quality Concerns
- ☐ Compliance Schedule Items Due
- ☐ MS4 Program Evaluation

Required Attachments and Supplemental Information


Any other MS4 program information for inclusion in the Annual Report may be attached on here. Use the Add Additional Attachments to add multiple documents.

Upload Required Attachments (15 MB per file limit) - [Help reduce file size and trouble shoot file uploads](#)

*Required Item

Note: To replace an existing file, use the 'Click here to attach file ' link or press the to delete an item.

Storm Sewer System Map

 File Attachment

[Storm Sewer Map-Small Scale 2025.pdf](#)


Attach - Other Supporting Documents

AR WintRdMain

 File Attachment


[Winter Road Maintenance Plan 2025.pdf](#)

AR SWMap

 File Attachment


[Storm Sewer Map-No Aerial-Small Scale 2025.pdf](#)

AR LeafYardMgmt

 File Attachment


[Leaf and Grass Clipping Disposal Program 2025.pdf](#)

AR Other

 File Attachment


[Water Main Break & Testing Plan 2025.pdf](#)

AR BMPInspSum

 File Attachment


[20240821 Stormwater Pond Inspection DP#10D - Nighthawk Ct.pdf](#)

AR BMPInspSum

 File Attachment

[20240904 Stormwater Pond Inspection WP#17 North \(Plans WP 3A\).pdf](#)

AR BMPInspSum


 File Attachment

[20240904 Stormwater Pond Inspection IB #17 Center \(Plans IB 1\).pdf](#)

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)


Attach - Permit Compliance Documents

EO Program

 File Attachment


[2024-ledger-of-activities-ms4.xlsx](#)

IP Program

 File Attachment


[2024-ledger-of-activities-ms4.xlsx](#)

IDDE Program

 File Attachment


[Illicit Discharge Inspection Final Report.pdf](#)

CS Program

 File Attachment


[PermitListReport Residential Erosion Control 2024.pdf](#)

CS Program

 File Attachment


[PermitListReport Commercial Industrial Erosion Control 2024.pdf](#)

PCSSW Program

 File Attachment


[Village Owned & Maintained Ponds as of Feb 2024.xlsx](#)

PP BMPInventory

 File Attachment

[Storm Water Pollution Prevention Plan 2025.pdf](#)

PP BMPInventory

 File Attachment

[Storm Water Pollution Prevention Maps 2025.pdf](#)

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

Sign and Submit Your Application

Steps to Complete the signature process

- 1. Read and Accept the Terms and Conditions
- 2. Press the Submit and Send to the DNR button

NOTE: For security purposes all email correspondence will be sent to the address you used when registering your WAMS ID. This may be a different email than that provided in the application. For information on your WAMS account click [HERE](#).

Terms and Conditions

Certification: I hereby certify that I am an authorized representative of the municipality covered under Sussex, Village MS4 Permit for which this annual report or other compliance document is being submitted, and that the information contained in this submittal and all attachments were gathered and prepared under my direction or supervision. Based on my inquiry of the person or persons under my direction or supervision involved in the preparation of this document, to the best of my knowledge, the information is true, accurate, and complete. I further certify that the municipality’s governing body or delegated representatives have reviewed or been apprised of the contents of this annual report. I understand that Wisconsin law provides severe penalties for submitting false information.

Signee (must check current role prior to accepting terms and conditions)

- ☒ Authorized municipal contact using WAMS ID.
- ☐ Delegation of Signature Authority (Form 3400-220) for agent signing on the behalf of the authorized municipal contact.
- ☐ Agent seeking to share this item with authorized municipal contact (authorized municipal contact must get WAMS id and complete signature).

Name:	Judith Neu
Title:	Village Engineer

Authorized Signature.

☒ I accept the above terms and conditions.

Signed by : i:0#.f|wamsmembership|sussexengineer on 2025-03-20T15:09:30
You have already signed and submitted this application to the DNR. Please [contact the Wisconsin DNR](#) for assistance.

After providing the final authorized signature, the system will send an email to the authorized party and any agents. This email will include a copy to the final read only version of this application.



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

MEMORANDUM

To: Public Works Committee
From: Dan Plese, Public Works Foreman
Date: 4/21/25
Re: Water Utility Vehicle

The 2008 Ford F150 pickup is due for replacement. The pickup is now 17 years old and is in need of a variety of costly maintenance. It only has one safety beacon for roadside repairs. Staff has determined that a new F150 pickup with DOT approved safety lighting will suit the water utility needs.

The 2008 Ford F-150 will be put up for auction on the Wisconsin Surplus website once the new truck is received. That money will be used to offset the costs of the new truck purchase.

There were three quotes obtained for the truck with the DOT safety lighting included.

DEALER	COST
1. Van Horn Ford	\$50,965
2. Boucher Ford	\$48,278
3. Lynch Truck Ctr.	\$48,130

Staff is requesting to purchase the truck from Lynch Truck Ctr. which is the lowest bidder.

A total of \$50,000 was budgeted to purchase this service truck as part of the 2025 Water Utility Budget.



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Sussex, Wisconsin 53089
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FAX (262) 246-5222
Email: info@villagesussex.org
Website: www.villagesussex.org

MEMORANDUM

To: Public Works Committee
From: Judith A. Neu, Village Engineer/Public Works Director
Date: May 23, 2025
Re: **Village Park Stormwater Pond**

Before the Board tonight there are the bids for the Village Park Stormwater Pond project. We expect construction to start in June, weather permitting. The contractor will have until August 8, 2025, to achieve Substantial Completion and until September 5, 2025, to achieve Final Completion.

Village Park Stormwater Pond Bids:

Bids for the Village Park Stormwater Pond project were received and opened at 2:00 PM on Thursday, May 22, 2025. Six (6) bids were received and are listed below.

2025 Road Program Project:

Contractor	City, State	Base Bid Total
New Berlin Grading, Inc.	New Berlin, WI	\$354,928.50
Super Western, Inc.	Menomonee Falls, WI	\$392,699.82
Lowe Underground, Inc.	Butler, WI	\$465,768.40
Willkomm Excavating & Grading, Inc.	Union Grove, WI	\$486,677.03
Buteyn Peterson Construction Co., Inc.	Sheboygan, WI	\$667,220.00
Nicholas & Associates, Inc.	Milwaukee, WI	\$933,651.74

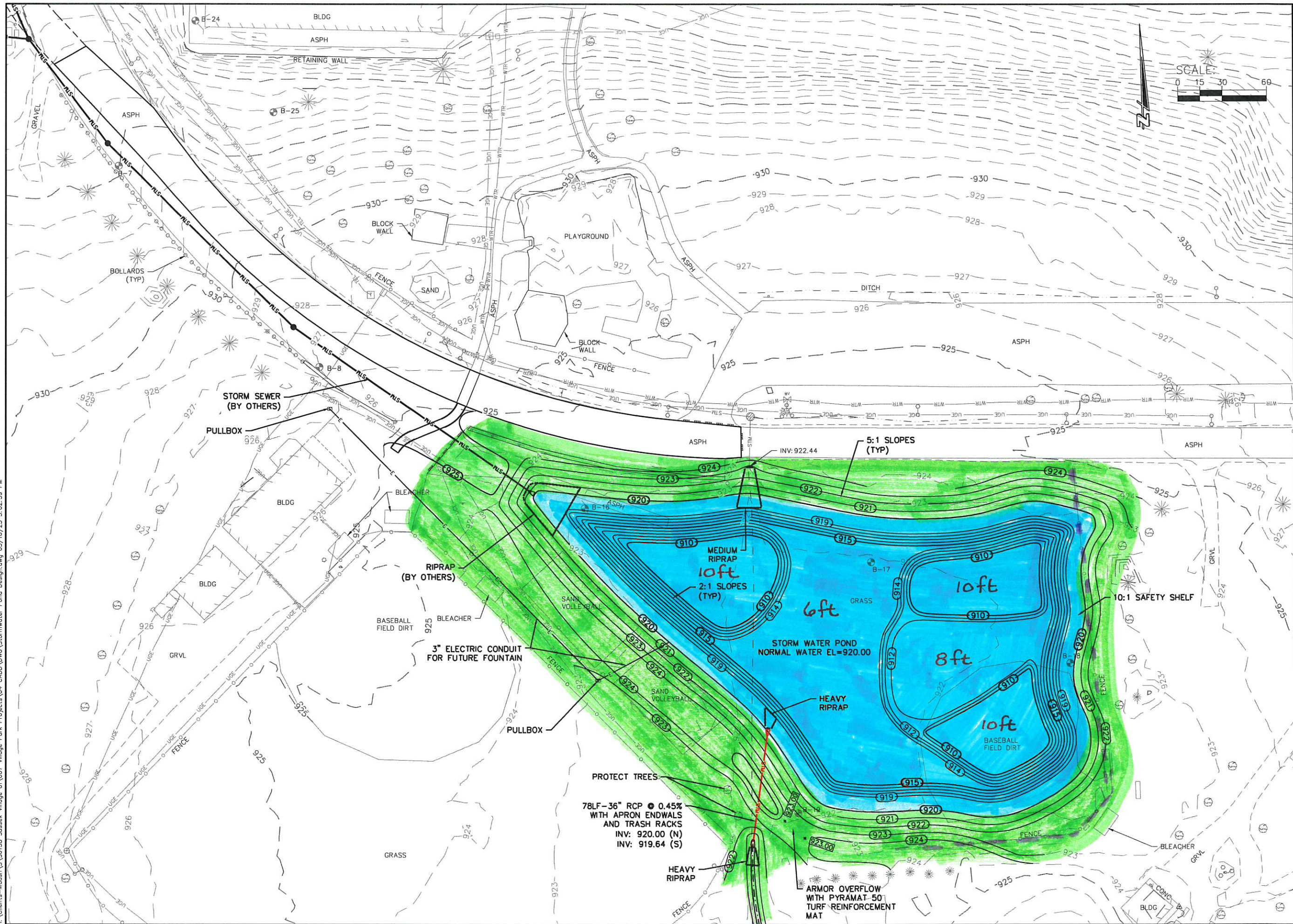
Staff has reviewed the bids and the qualifications of New Berlin Grading, Inc., the low bidder for project. Based on previous work done for the Village of Sussex and other municipalities, and a review of their Prequalification Statement and Bidders Proof of Responsibility, we find that they can perform the work described in the Contract Documents.

The project was estimated at \$986,500 in the 2025 budget. The project funds are from the Stormwater Utility and a portion will be reimbursed by the Wildflower development when that project proceeds. The bids came in significantly underestimate thanks to the market conditions which has slowed construction in the second quarter of 2025. The pond is timed to be finished in time to take the stormwater from the improvements going in with Weaver Drive project.

The project includes construction of a stormwater pond to meet stormwater requirements for Village facilities in Village Park, which has been needed for some time. Because this is a park the pond is designed to be more natural looking with the existing trees remaining as a backdrop to the facility and will be capable of maintaining a fish population for community use. The pond has a clay liner to maintain water depth, a 36" pond outfall, and conduit for a future fountain for water circulation to provide oxygenation and minimize algae growth. There will be a new water channel (usually dry) from the pond to the south lot line of the park and a sufficient culvert installation for maintenance vehicles and the tractor to cross the channel.

Staff recommends award of the contract to New Berlin Grading, Inc. at the unit prices specified in their bid for work actually performed. Staff further recommend that the standard 10% contingency of \$354,928.50 be established for a total allocation of \$390,421.35.

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JOB NO.	06138-0007
DRAWN BY	BJG
CHECKED BY	JN
DATE	MARCH 16, 2025
REVISIONS	
REFERENCE FILE	
DRAWING FILE	



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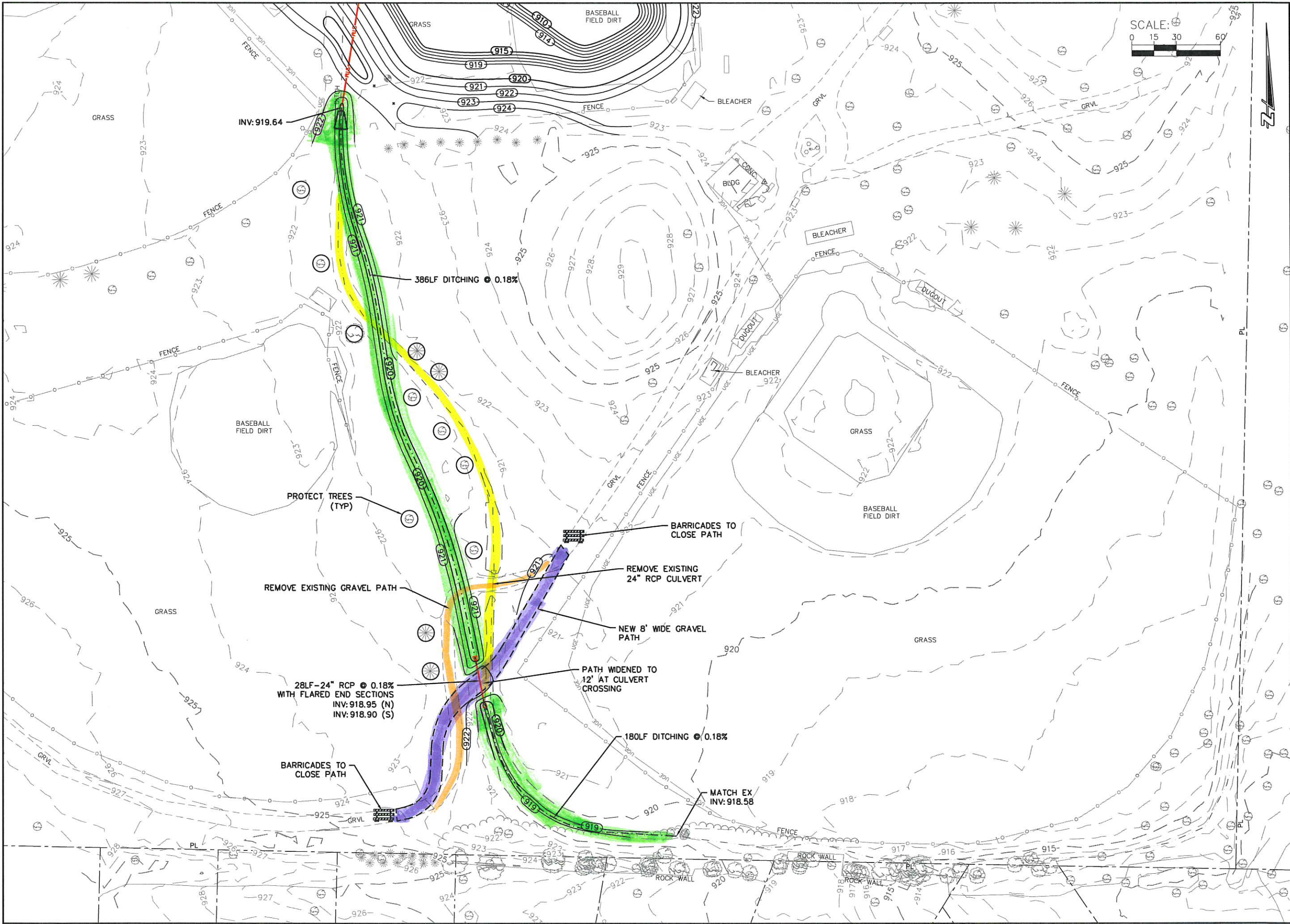
1695 Bellevue Street
Madison, WI 53718
608-354-0037
FAX 608-262-5888

2820 Walton Commons West
Madison, WI 53718
608-354-0037
FAX 608-262-5888

604 Wilson Ave.
Madison, WI 53718
608-354-0037
FAX 608-262-5888

VILLAGE OF SUSSEX
VILLAGE PARK STORMWATER POND
WAUKESHA COUNTY, WISCONSIN
GRADING AND EROSION CONTROL PLAN

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Community Infrastructure • Architecture • Environmental Services

1695 Bellevue Street
Madison, WI 53718
608-354-0037
FAX 608-354-5854

2820 Walton Commons West
Madison, WI 53718
608-354-0037
FAX 608-354-5854

604 Wilson Ave
Madison, WI 53718
608-354-0037
FAX 608-354-5854

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