

**VILLAGE OF SUSSEX  
SUSSEX, WISCONSIN**

**Minutes of the Village Board Public Hearing of November 22, 2016**

The public hearing was called to order at 7:01 p.m. by Greg Goetz

Members present: Bob Zarzynski, Wendy Stallings, Pat Tetzlaff, Tim Dietrich, Matt Carran, Lee Uecker and Greg Goetz.

Trustees excused: None

Others present: Administrator Jeremy Smith, Assistant Administrator Melissa Weiss, Attorney John Macy, Administrative Services Director Casen Griffiths and Finance Director Nancy Whalen.

President Goetz read the public hearing notice which is in regards to:

A public hearing to hear comments from citizens on an ordinance to recreate Sub Section 14.08(3)(c) and to recreate the definition of "Equivalent Run-off Unit" (REC) in Section 14.800 entitled Definition of Chapter 14 entitled Stormwater Management of the Village of Sussex. A copy of the proposed ordinance is available for review at the Sussex Civic Campus, N64W23760 Main Street from 8:00 a.m. until 5:00 p.m., Monday through Friday. The hearing shall be public and citizens and persons of interest shall then be heard.

President Goetz opened the meeting up to comments from individuals present:

Jeremy Smith stated that the changes to rates for stormwater are based on actual impervious surface. This change was needed to correspond to the changes to the 2017 stormwater budget. The new impervious surface average for single family homes is 5,059 sq. ft. of impervious surface. Under the old rate duplexes were considered closer to a full house and will now be considered a half residential unit.

A motion by Goetz seconded by: Tetzlaff, to close the public hearing at 7:04pm. Motion carried.

Respectfully Submitted,

Casen J. Griffiths  
Administrative Services Director/  
Clerk-Treasurer

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**Minutes of the Village Board Public Hearing of November 22, 2016**

The public hearing was called to order at 7:04 p.m. by Greg Goetz

Members present: Bob Zarzynski, Wendy Stallings, Pat Tetzlaff, Tim Dietrich, Matt Carran, Lee Uecker and Greg Goetz.

Trustees excused: None

Others present: Administrator Jeremy Smith, Assistant Administrator Melissa Weiss, Attorney John Macy, Administrative Services Director Casey Griffiths and Finance Director Nancy Whelan.

President Goetz read the public hearing notice which is in regards to:  
To hear comments from citizens on an ordinance to create Sub Section 17.0506(A)(8)(d) regarding Fitness Center in the M-1 District in Section 17.0500 entitled Conditional Uses of the Zoning Code of the Village of Sussex. A copy of the proposed ordinance is available for review at the Sussex Civic Campus, N64W23760 Main Street from 8:00 a.m. until 5:00 p.m., Monday through Friday. This hearing shall be public and citizens and persons of interest shall then be heard.

President Goetz opened the hearing to individuals wishing to be heard:  
Jeremy Smith stated this change stems from a request to operate in an old industrial park for a fitness center. This type of use is not currently allowed by code. The Plan Commission thought appropriate to allow this use as a conditional in the M-1 District.

Trustee Zarzynski asked where the business would be located. Mr. Smith stated that it would be next to the Central Bark dog daycare, the other half would be fitness center.

A motion by Goetz, seconded by Carran to adjourn the public hearing at 7:06 pm. Motion carried.

**VILLAGE OF SUSSEX  
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**Minutes of the Village Board Public Hearing of November 22, 2016**

The public hearing was called to order at 7:06 p.m. by Greg Goetz

Members present: Bob Zarzynski, Wendy Stallings, Pat Tetzlaff, Tim Dietrich, Matt Carran, Lee Uecker and Greg Goetz.

Trustees excused: None

Others present: Administrator Jeremy Smith, Assistant Administrator Melissa Weiss, Attorney John Macy, Administrative Services Director Casey Griffiths, Finance Director Nancy Whalen, Library Director Kathy Klager and members of the Pauline Haass Public Library Board.

President Goetz read the public hearing notice which is in regards to:

A public hearing for the purpose of hearing comments of any citizen related to the proposed Village budget for 2017. A summary of the proposed budget has been published within the notice of the hearing. The detailed proposed budget is available for inspection at the Civic Center, N64W23760 Main Street between 8:00 a.m. and 5:00 p.m., Monday through Friday and on the Village website [www.villagesussex.org](http://www.villagesussex.org). The public is encouraged to provide written and/or oral comments and questions on the proposed budget.

Jeremy Smith presented the proposed 2017 Village of Sussex budget. Highlights of new budget include a new plow route for new subdivisions, a new plow driver position, operational increase for the Civic Campus and reconstructed Main Street, funding a Full-Time Fire Chief position, the phasing in of pay for on fire department on duty crews, radium treatment for water, phosphorous treatment for sewer, ponds for stormwater, additional staffing for the library, and the beginning of funding for additional police shift. Tax rate impact for the Village includes a 5.86% increase, \$516,997 increase in the levy. Reviewed upcoming projects, for 2017 through 2023 including future facility needs and need related to debt and barrowing. The capital depreciation program will allow the Village to not need to borrow for future purchases. The 2017 Tax Bill net bill will drop \$79, due to the Hamilton School District's decreased tax levy. This is due to increases in state aid and increase in student population.

A motion by: Goetz, seconded by Uecker to close the public hearing at: 7:40 p.m.

Motion carried.

Respectfully Submitted,

Casen J. Griffiths  
Administrative Services Director/  
Clerk-Treasurer

**VILLAGE OF SUSSEX  
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**Minutes of the Village Board Meeting of November 22, 2016**

The meeting was called to order at 7:40 p.m. by Greg Goetz

Members present: Bob Zarzynski, Wendy Stallings, Pat Tetzlaff, Tim Dietrich, Matt Carran, Lee Uecker and Greg Goetz.

Trustees excused: None

Others present: Administrator Jeremy Smith, Assistant Administrator Melissa Weiss, Attorney John Macy, Administrative Services Director Casey Griffiths, Library Director Kathy Klager, and members of the Pauline Haass Public Library Board.

A motion by Tetzlaff, seconded by Stallings to approve the minutes of the Village Board meeting held on November 8, 2016. Motion carried

**4. Village President Communications**

President Goetz reported that the Holiday Tree lighting would be on Friday, December 2<sup>nd</sup>, the Public Works Committee would meet at 6:00 pm on Tuesday, December 6<sup>th</sup>, the Finance and Personnel Committee will meet immediately following the Public Works Committee on December 6<sup>th</sup>.

**Board of Fire Commissioners Report:**

Trustee Uecker presented the Board of Fire Commissioners report noting that the past two months the Board has reviewed candidates for the position of Fire Chief. The Board has narrowed down the review to two candidates for the position and with the interviewing process still continuing. The next scheduled meeting will be December 20<sup>th</sup> at 5:00 pm.

Trustee Carran noted that the Community Development Authority did not meet. The next scheduled meeting will be in January

Trustee Stallings stated that the Park & Recreation Board met on November 15<sup>th</sup> and reviewed one item, which was the Ancient Oaks tree mitigation program. Per the plan the developer will transfer property to the Village for use as park land in lue of the developer paying the \$100,000 tree mitigation fee. The land donation is in excess of the \$100,000 mitigation cap. The Plan Commission will take up the matter of the subdivision and the Village Board will finalize the matter with the Developer's Agreement.

Trustee Dietrich stated that the Library Board met on November 16<sup>th</sup> noting that revenue from Waukesha County library system has increased for 2016. The library has purchased new WiFi Hotspots which has allowed them to catch up with demand for wireless internet services. The new storage space is being used by the library. The settlement for the lawsuit with the Town of Lisbon was rejected by the Library Board.

A motion by Tetzlaff, seconded by Zarzynski to approve the amendment to the ordinance to create subsection 17.0506(A)(8)(d) Fitness Center in the M-1 District as a Conditional Use of the Village of Sussex Zoning Code. Motion carried.

Trustee Zarzynski reported that there was no meeting of the Public Safety committee this month. The next meeting is scheduled for February 21, 2017

Staff Reports. Mrs. Weiss reported that staff are still busy with construction activities but are beginning to wind down. She thanked Village Engineer Judy Neu and Assistant Village Engineer Secret Strobl for their work on the Main Street construction project this year. The Engineering Department was in the final push

to complete phase two of Main Street reconstruction. The tree lighting will be on Friday, December 2<sup>nd</sup> in new Civic Campus.

Mr. Smith wished everyone Happy Thanksgiving and requested residents to adopt a fire hydrant near the yard and shovel those out when they become buried with snow. He also asked that residents check their mailboxes and fix them now so that they don't become damaged during snow events.

Attorney Macy noted that the transportation funding issue will be one of the key items to watch for in the upcoming state budget discussions. There are several legislative initiatives that are being worked on, and if any of the trustees have matters they should speak to Mr. Smith.

Mr. Griffiths thanked the election inspectors and Deputy Clerk Linda Steinmetz for the hard work on the election. There were very few issues and election ran very smoothly.

Comments from Citizens Present: No one wished to be heard.

8. A. A motion by Goetz, seconded by: Uecker to approve the Resolution Adopting the 2017 Budget of the Village of Sussex, its Utilities and special funds, and levying property taxes, and directing implementation for the same including directing the Clerk to not place certain debt on the tax levy, and the Administrator to implement the personnel, policy, and programs of the budget, and adopting the Municipal Court Budget. Motion carried

8. B. A motion by Goetz, seconded by Stallings to approve the Resolution implementing the various fee changes for 2017 included as part of the 2017 budget. Motion carried

8. C. A motion by Goetz, seconded by Uecker to approve an Ordinance to recreate Sub Section 14.08(3)(c) and to recreate the definition of "Equivalent Run-off Unit" (REC) in Section 14.800 entitled Definitions of Chapter 14 entitled Stormwater Management of the Village of Sussex. Motion carried

New Business: None

A motion by Goetz, Seconded by Carran to convene into executive session pursuant to Wis. Stats. 19.85(1)(g) when conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved with respect to the Village of Sussex v. Town of Lisbon and the Pauline Haass Public Library and under Wis. Stats. 19.85(1)(e) when deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session with respect the to the Town of Lisbon's request for the transfer of sewer capacity which the Village owns in the Lannon Sewer Interceptor.

On Roll Call Vote, Motion carried unanimously.

A motion by Goetz, seconded by Stallings to adjourn the meeting at 9:26 p.m.

Motion carried

Respectfully Submitted,

Casen J. Griffiths  
Administrative Services Director/  
Clerk-Treasurer