

**VILLAGE OF SUSSEX
SUSSEX, WISCONSIN**

Minutes of the Public Hearing Held by the Village Board on May 24, 2016

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

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

Trustees excused: None

Others present: Administrator Jeremy Smith, Attorney John Macy, Assistant Administrator Melissa Weiss, Finance Director Nancy Whalen, Administrative Services Director Casen Griffiths, Fire Chief Corky Curtis, Director of Police Services Captain Lisa Panas and members of the public.

President Goetz read the notice of public hearing which is to hear comments from citizens on a Resolution to discontinue Deyer Drive.

Mr. Smith reviewed the vacation request noting that the vacation will remove Deyer Drive from the Village's list of liabilities and will save the Village from having to spend additional money on improvements. The proposed vacation will also support the TIF district and development.

President Goetz opened the hearing to take comments from citizen present. There was no one present who wished to be heard.

A motion by Tetzlaff, seconded by Stallings to adjourn the public hearing at 7:04 p.m.

Motion carried.

Respectfully Submitted,

Casen J. Griffiths
Administrative Services Director

**VILLAGE OF SUSSEX
SUSSEX, WISCONSIN**

Minutes of the Village Board meeting of May 24, 2016

The meeting was called to order at 7:05 p.m. by President 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, Attorney John Macy, Assistant Administrator Melissa Weiss, Finance Director Nancy Whalen, Dave Maccoux of Schenck Certified Public Accountants, Administrative Services Director Casen Griffiths, Fire Chief Corky Curtis, Director of Police Services Captain Lisa Panas and members of the public.

A motioned by Tetzlaff, seconded by Zarzynski to approve the minutes of the Village Board meeting held on May 10, 2016 as submitted. Motion carried.

Village President Report. President Goetz reported on the following. Village Hall offices will be closed Monday, May 30th for Memorial Day. The Board of Review will meet on Wednesday, June 1st from 4 to 6 pm at Village Hall. The Plan Staff meeting will be on Tuesday, June 7th at 3:00 pm; the Public Works Committee Meeting will be on Tuesday June 7th at 6:00 pm with Finance and Personnel Committee Meeting being held immediately after both at Village Hall. The Architectural Review Board will meet on Wednesday, June 8th at 10:00 am at Village Hall. A ribbon cutting for Grogan Park will be held on Tuesday, June 14th at 5:30 pm.

Dave Maccoux of Schenck, Certified Public Accounts presented the annual audit report. Mr. Maccoux noted that the financial statements completed and presented by staff were very well done. The statements accurately reflect the financial position of the Village. The report notes a clean opinion by the auditors which is the best opinion possible. There are no significant deficiencies or issues regarding the Village's financial controls, staff was well prepared and the audit went well.

A motion by Carran, seconded by Goetz to accept the 2015 Annual Audit Report. Motion carried.

Trustee Uecker noted that there was no meeting of the Board of Fire Commissioners this month. The next meeting is scheduled for Tuesday, June 21st at 5:00 pm at the Public Safety Building.

Trustee Carran stated that there was no Community Development Authority meeting this month.

A motion by Stallings, seconded by Tetzlaff to approve the contract for the Soccer Knockers Bubble Battle on August 20, 2016. Motion carried.

Trustee Dietrich provided the report on the Pauline Haass Library Board meeting, noting that even with construction circulation continues to grow as the library has seen an increase of 5.2% in circulation.

A motion by Tetzlaff, seconded by Diedrich to approve the CSM for the Town of Lisbon, extra territorial review, north of Northview Drive east of Maple Avenue to create a lot and an outlot. Motion carried.

A motion by Tetzlaff, seconded by Uecker to approve the CSM for Sussex Town Center, located east of HWY 164 and south of Main Street/ CTH VV. Motion carried

A motion by Tetzlaff, seconded by Zarzynski to approve the Resolution to vacate and discontinue Deyer Drive. Motion carried

Trustee Zarzynski noted that the Public Safety and Welfare committee did not meet this month.

Staff reports: Chief Curtis noted that if residents are interested in joining the Fire Department that applications are available at the Public Safety Building. Mrs. Weiss stated that the Main Street project and Civic Campus parking lot paving are on schedule. The parking lot by the library should be done by the end of the week. The new Weyer playground is scheduled to be installed the second week of June. Mr. Smith noted that staff is working with our State Senator regarding bills on assessment practices, Meijer provided a \$25,000 donation to the food pantry, June 7th is the Meijer ribbon cutting ceremony and will present the Village with another \$25,000 donation to Weyer Playground. Attorney Macy noted that Supreme Court ruling regarding signage which requires that all signage ordinances be content neutral. The Wisconsin Court of Appeals has provided guidance and clarification on responding to public records requests under the Drivers Privacy Protection Act. Mr. Griffiths noted that the seasonal Parks and Recreation staff is working on cleaning up and maintenance in the parks for the Memorial Day weekend.

Mr. Smith presented the Village's Annual Financial Report to Citizens. The Village has a diversified property tax base which allows the Village to weather downturns in the economy, with new development helping to better diversify the tax base. Most of the Village's revenues sources have seen an increase, except for state aid with an average decrease of 1.5% over a ten year period. Water rates have risen gradually, which allows the Village to continue to fund increasing operational costs. The Village has 38 full time equivalent positions, which is low for a community the size of Sussex. The capital improvement program has allowed the Village to better plan for major expenses and reduces the need to borrow. General obligation debt is low in comparison to allowable borrowing capacity and utility debt has decreased over the past ten years. Overall the Village is in good financial shape.

Comments from citizens present: None

Old Business: None

New Business: None

Consideration and possible action on resignations and appointments: None

A motion by Zarzynski, seconded by Stallings to adjourn the meeting at 7:59 p.m. Motion carried.

Respectfully submitted,

Casen J. Griffiths
Administrative Services Director

(A copy of all resolutions adopted at this meeting can be found on file at the Village's Administrative Services Office.)