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Summit Village Hall • 37100 Delafield Road • Summit, WI 53066

MINUTES

Village Board - Village of Summit

January 11, 2024

CALL TO ORDER

Chairperson Riley called to order the Village of Summit Board meeting at 6:30 p.m. on Thursday, January 11, 2024 at Summit Village Hall, 37100 Delafield Road, Summit, WI.

ROLL CALL AND CONFIRM POSTING

Administrator Michael took roll call and confirmed that the meeting was noticed to the local media as required and requested and posted on the Village posting board and website. Trustees present were: Kraig Arenz, Sr., Jim Petronovich, and Justin Phillips. Also, present were: President Jack Riley, Public Works Director Kamron Nash, Planner Amy Barrows and Police Chief Mike Hartert and Administrator-Clerk/Treasurer Debbie Michael. Commissioner Jeff Lee was absent.

PUBLIC COMMENT

Wayne Euclide, N63W37858 Burtonwood Drive, Oconomowoc stated that he has raised family for over 31 years in the Town of Oconomowoc, thanked the village for their ongoing work and the upcoming 14-year Anniversary of incorporation. He currently is a Commissioner on Town of Oconomowoc Plan Commission, and he has worked at GE Healthcare for many years. At the urging of several groups in neighboring communities he has decided to run as a candidate for Waukesha County District #2 Supervisor, He stated that he will work with communities and attend meetings on a regular basis and be an advocate for effective use of tax money, thoughtful development, preservation of rural areas, access to trails, parks and bodies of water.

President Riley **ANNOUNCED EXECUTIVE SESSION**, pursuant to Sections 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – Public Works Director

*The Board may return to open session following this discussion

CONSENT AGENDA - Items listed under the Consent Agenda are considered in one motion unless a Village Board Member requests that an item be removed from the Consent Agenda

- A. Minutes of December , 2023 regular meeting
- B. December 2023 payables
- C. Letter of Credit Reductions – Interlaken Village Phase 2: \$15,587.60 & Lake Country Village Phase 6: \$39,192.60
- D. Letter of Credit Release – Lake Country Village Phase 4: \$4,631.40
- E. Appointment of Election Inspector – Karen Rasmussen

MOTION: (Petronovich, Phillips) *to approve the consent agenda as presented.* Carried.

PLANNING DEPARTMENT

Discussion and action to adopt an ordinance that detaches land located at 36818 Sunset Drive, (SUMT0711996001) and abutting Dousman Road and US-18 road rights-of-ways from the Village of Summit to the Village of Dousman in accordance with the Cooperative Boundary Plan Between Town of Summit and Towns of Delafield, Oconomowoc and Ottawa and the Villages of Dousman and Oconomowoc Lake

MOTION: (Arenz, Petronovich) *to adopt the enclosed Ordinance to detach the property and road right-of-ways described in the Ordinance from the Village of Summit and attach said lands to the Village of Dousman in accordance with the Cooperative Boundary Agreement between the Village of Summit and Village of Dousman with the exhibit being reviewed and approved by Village staff. Carried.*

Discussion and action regarding the implementation of a complaint form for Village of Summit code violations

MOTION: (Arenz, Petronovich) *that the Village Board acknowledge the Complaint Form as a document to be used in the tracking and resolution of Code violations in the Village of Summit. Carried.*

PUBLIC WORKS DEPARTMENT

Monthly Administrative Report

Director Nash went through the report (on file).

Discussion and action on designation of \$500 donated funds for fitness courts at Village Park

MOTION: (Petronovich, Phillips) *to approve the designation of \$500 in donated funds from Kraig and Karen Arenz towards the fundraising efforts for the installation of fitness courts in a Village park. Carried. Arenz abstained.*

POLICE DEPARTMENT

Monthly Report

Chief Hartert reviewed the report.

Discussion and action on designation of \$500 donated funds for purchase of handheld remote broadcast system

MOTION: (Phillips, Petronovich) *to approve the designation of \$500 in donated funds from Kraig and Karen Arenz towards the purchase of a Handheld Remote Broadcast System. Carried. Arenz abstained.*

WESTERN LAKES FIRE DISTRICT

Monthly Report

Chief Bowen reviewed the monthly report.

VILLAGE BOARD

Discussion and action on formula for Fire Department Services related to Veterans Tax Credits

Trustee Arenz stated that he has spoken to the resident, who had already talked to the State Representative and it was her recommendation that he come before the Village for an exemption.

President Riley added that it's a really good program for veterans and this is another issue for the State Department of Revenue to discuss and determine if they would expand the program to allow the fees to be included.

Trustee Phillips stated he could do some research and would reach out to his contacts at the Capital.

MOTION: (Arenz, Petronovich) *to direct Justin to do some research and report back to board with his findings and potential direction.* Carried.

Discussion and action to set date for strategic planning session

March 7, 9 am to Noon.

Discussion and action to set items for February 8, 2024 regular Village Board meeting

ATV/UTV discussion.

MOTION: (Arenz, Phillips) *to go into EXECUTIVE SESSION*, pursuant to Section 19.85(1)(c) – Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – Public Works Director.

ROLL CALL VOTE – Petronovich – aye, Phillips – aye, Arenz – aye, Riley – aye. Carried.

*The Board may return to open session following this discussion

Discussion and action on 2024 Salary Schedule

No discussion or action taken.

ADJOURN VILLAGE BOARD MEETING

MOTION: (Petronovich, Arenz) *to adjourn at 8:48 p.m.* Carried.

Respectfully Submitted,

Debra J. Michael, WCMC
Village Administrator-Clerk/Treasurer

Next Regular Meeting: February 8, 2024