



Village Hall, 262-567-2757  
Fax, 262-567-4115  
Highway Dept., 262-567-2422  
Police Dept., 262-567-1134  
Building Inspector, 262-490-4141

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

---

**MINUTES**  
**Village of Summit**  
**Village Board Special Meeting**  
**January 29, 2024**

**CALL TO ORDER**

Chairperson Riley called to order the Special Village of Summit Board meeting at 8:02 a.m. on Monday, January 29, 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 Jeff Lee. Also, present were: President Jack Riley, Public Works Director Kamron Nash, Village Attorney John Macy and Administrator-Clerk/Treasurer Debbie Michael. Commissioner Justin Phillips arrived later.

***President Riley ANNOUNCED EXECUTIVE SESSIONS***, pursuant to Section 19.85(1)(g) 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: *Wildwood Estates v. Village of Summit*

***AND***, 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 Crew

\*The Board may return to open session following these discussions

PUBLIC COMMENT - none

Discussion and action on Special Events License for the Golden Lake Pub Fisheree on February 3, 2024

**MOTION:** (Arenz, Petronovich) *to approve the Special Events License for the Golden Lake Pub Fisheree on February 3, 2024 from 6 am to 10 pm at 604 S. Golden Lake Road. Carried.*

**MOTION:** (Arenz, Petronovich) *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 Crew

ROLL CALL VOTE: Trustee Kraig Arenz, Sr. – aye, Trustee Jim Petronovich – aye, Trustee Justin Phillips – aye, Trustee Jeff Lee – aye, President Jack Riley - aye. Carried.

Trustee Justin Phillips arrived at 8:50 a.m.

The Board returned to open session at 8:51 a.m.

Discussion and action on Job Description and pay range for DPW Crew Leader

**MOTION:** (Arenz, Lee) *to approve the proposed job description and pay range for the Department of Public Works Crew Leader position with the change to \$37 for top pay range and to include the Sexton position.* Carried.

Discussion and action to authorize staff to fill the DPW Crew Leader position

**MOTION:** (Arenz, Lee) *to authorize staff to fill the DPW Crew Leader position.* Carried.

Discussion and action to approve the amended 2024 Salary Schedule

**MOTION:** (Arenz, Lee) *to approve the amended 2024 Salary Schedule to reflect the new agreed upon rate for the Public Works Director.*

Trustee Petronovich brought up his concerns about the Village's debt and how this position has a crazy increase in wages and that you can't look at the salary on its own because of the amount of money the Village is paying to SEH for additional services that were supposed to be taken over by the Public Works Director. Trustee Petronovich questioned who the Village Engineer is. Trustee Arenz replied that it depends on the project. Trustee Petronovich stated that the reason the Village hired a Professional Engineer (PE), was to save money but that hasn't seemed to be the case. Trustee Petronovich added that if the Village wasn't in so much debt, he wouldn't have a problem with this but he isn't sure how these added costs will be controlled in the future.

Trustee Lee stated that he and Kamron are reviewing the job description and will be discussing opportunities for her to do additional things for the Village. She has been a great face to the community and has brought in a couple grants that the Village's other staff wouldn't have been able to get done. The wage increase was to bring her to the median of where a DPW Director should be. If we were to try and hire to replace Kamron, Trustee Lee stated he is not sure that the village would've been successful and that the village would have had to likely pay more.

Trustee Petronovich requested that there be a roll call vote on this item.

ROLL CALL: Trustee Jim Petronovich – nay, Trustee Justin Phillips – aye, Trustee Jeff Lee – aye, Trustee Kraig Arenz, Sr. – aye, President Riley – aye. Carried.

Discussion and action on consideration of budget amendment related to the amended 2024 Salary Schedule

Staff was directed to review the overall DPW budget and bring back for discussion in six months.

**MOTION:** (Arenz, Lee) *TO GO INTO EXECUTIVE SESSION*, pursuant to Section 19.85(1)(g) 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: *Wildwood Estates v. Village of Summit*

ROLL CALL VOTE: Trustee Jim Petronovich – aye, Trustee Justin Phillips – aye, Trustee Jeff Lee – aye, Trustee Kraig Arenz, Sr. – aye, President Jack Riley – aye. Carried.

\*The Board may return to open session following this discussion

Discussion and action on direction to Attorney for the Wildwood Estates v. Village of Summit case

**MOTION:** (Arenz, Phillips) *to move forward with appeal in the Wildwood Estates case.* Carried.

Discussion and action on future of Article V. – Vacation Rental Establishments of the Code of Ordinances of the Village of Summit, Wisconsin

**MOTION:** (Arenz, Phillips) *to remove this line item and not act on it at this time.* Carried.

ADJOURN SPECIAL VILLAGE BOARD MEETING

**MOTION:** (Lee, Phillips) *to adjourn at 9:53 a.m.* Carried.

Respectfully Submitted,

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

**Next Regular Meeting: February 8, 2024**