



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

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

MINUTES

Joint Village of Summit Plan Commission & Village Board Meeting October 3, 2024

CALL TO ORDER

President Riley called to order the special Village Board meeting to order at 5:30 pm on Thursday, October 3, 2024 at Summit Village Hall.

Chairperson Siepmann called to order the special Plan Commission meeting to order at 5:30 pm on Thursday, October 3, 2024 at Summit Village Hall.

ROLL CALL AND CONFIRM POSTING

Administrator-Clerk/Treasurer Michael 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, Justin Phillips and Jeff Lee. Also present were: President Riley and Administrator-Clerk/Treasurer Debbie Michael.

Plan Commissioners present were: Matt Katz, Paul Schmitter, and Jay Obenberger. Also present were Chairperson Jim Siepmann and Planner Amy Barrows.

PROJECT PURPOSE & OVERVIEW: Discuss potential zoning ordinance text amendments related to available land uses (permitted/conditional use)

Planner Barrows explained why we are here and why this project is being proposed and what to do going forward. The idea is to create a project to reintroduce items going forward but we don't have to.

Planner Barrows provided a powerpoint presentation and explained that the zoning code has limited uses and limitations are mostly related to more unique uses that don't fit into other zoning district areas and were historically conditional uses which have been removed. We are not talking about any specific properties at this meeting. As an example, event barn type facilities, the purpose is to utilize more rural grounds versus a commercial district, meant to be out in a rural environment. For these land uses, the Village needs to decide if they want to encourage land use changes on some of these properties, under what circumstances, where and with what conditions.

Currently the Comp Plan acknowledges agricultural uses are not long term. Vision Statement: The Village of Summit is dedicated to maintaining its community-oriented rural residential environment in a manner that supports a strong education system, preserves its outstanding natural resources, provides cost effective village services, and balances its tax base through responsible development along the I-94 and CTH DR corridor, all while generating civic pride and encouraging active citizen participation.

The I-94/DR Corridor and area west of Village Hall will free up because it sounds that sewer is available since the area to the east in Oconomowoc has reached the 80%.

Related to the John's property at I-94/CTH P, people do come in with proposals, the owners want to sell the property but the sewer cost there is high and makes any type of residential development hard. If the Village wants to incentivize development on that property that would require some special provisions.

Sustainable Development requires the combination of looking at a strong social community, economy and environment. Studies show that residents and business owners want to have this combination, they value the natural resources and being close to where they work and live. You will get the higher tax revenue versus cost.

In 2018 the Village removed many Conditional Uses as part of Act 67. That was from a court case related to frac sand mining. The intent at the time was to come back to those uses removed and if they should be reintroduced with more restrictions.

REVIEW LAND USE TABLE: Discuss existing permitted and conditional uses per district, including recommended additions and deletions

Planner Barrows stated she would like to capture information to create a project scope to move forward. If it is a permitted use, if conditional use it is quasi-judicial and can use some discretion but any conditions or denials have to follow what has been specified in the code. You do want to write in as many provisions as you can think of, the burden is on the applicant to prove they meet the conditions of the permit.

Table: Land Uses Permitted

Many communities are adopting this table and including in the code.

P Permitted by Right

C Conditional Use Permit

Black P & C = existing

Blue P or C = recommendation to add

Red P or C = recommendation to remove

Residential Land Uses

Add P's to single-family duplexes, multi-family in neighborhood commercial

Recommendation to add Community Living Arrangement, Family day-care home, Private outdoor recreation facilities to MF-2 Multi-family Residential

Agricultural Land Uses

Recommendation to add P to Animal Hospital in Business Park

Consider including beekeeping provision and add definition of nursery.

Institutional Uses

Medical Hospitals are not allowed in the code right now, there was discussion about a specialty type hospital such as an orthopedic hospital being allowed. Planner Barrows stated we should leave it in the table for discussion.

Day schools already been addressed and code amendment made it permitted.

Commercial Uses

Recommendation to modify bakery (retail only) and allow limited production.

Home Occupations

Village Attorney has advised that they don't need approval but we've had a couple recently that have gotten extensive. So there should be a review process

Medical Office or Clinic is permitted in Business Park. Recommendation to add to Neighborhood Commercial and same with Dental Office.

Profession and professional services recommendation to add as permitted in Neighborhood Commercial.

Indoor Storage should at minimum be defined and decide if the Village wants to allow them or not. There was a question of where "distribution" fits into our code. Planner Barrows to research that.

Recommend Health Clubs in NC like a yoga studio or personal trainer, not like a YMCA.

President Riley asked about a boutique style, small hotel and would like to talk about that for Neighborhood Commercial.

Add Animal hospitals to Neighborhood Commercial. Limit runs, and kennels and potentially limit to small animals associated with those.

Accessory Uses

Attached or detached private garages we don't allow in NC, BP and IN, is that intentional? It was requested to have a broader discussion because there are some already in the Institutional District.

Horses needs to be clarified in agricultural zoning, should be a simple project to add it to the table.

Fences are allowed in all districts. Trustee Petronovich has questions about the types of material used. This should be looked at by Amy and Mike Sindorf.

Recommendation to remove private boathouses from MF-1 and MF-2. These are already not allowed but Planner originally recommended inclusion).

Trustee Arenz stated he recommends adding private residential play equipment to A-1 and A-2.

Trustee Arenz asked about 2nd dwelling in agriculture districts.

Additional housing units to be looked at.

Conversion of home to be removed from A-1 and A-2.

Roadside stands to be discussed further in other districts.

Comprehensive Plan has mixed use category but there is not a zoning district called that.

PRIORITIZE USES: Discuss uses that have been removed from the zoning ordinance and consider reintroducing certain uses and adding new uses

Planner Barrows reviewed the table and explained the first several were uses in the code but then removed as a result of Act 67: senior living, commercial kennels, contractor's yard, solar energy, bed & breakfasts, wholesale commercial greenhouses, housing for seasonal employees, hunting clubs/private game farms.

Remainder are uses that have been coming up or are uses in neighboring communities.

If there are things that you really don't want the Village to consider, then we should know that.

Mixed Uses, for example, could include a property that will have a resort, clubhouse, restaurant, bar that is really hard to fit into a zoning district. Golf courses are only allowed in Institutional zoning right now and not those other elements. You could stretch what a golf course means.

The members were asked to pick the 5 highest ones that they want to focus on as the first project.

The following were the results:

1. Contractors Yards/Landscape Business
2. Event Facilities
3. Agri-tourism Uses
4. Storage of boats/trailers
5. Limited family business
6. Mixed Uses

The group also expressed interest in have a separate discussion regarding fences and lighting.

IDENTIFY FUTURE PROJECT SCOPE: Based on prioritized uses, identify components of a project scope, including:

- A. Project purpose and goals – this will be an additional cost if Amy does it because she cannot do during her normal business hours.
- B. Project participants – advisory committee or sub-committee. Recommend 2 from Village Board and 2 from Plan Commission, like the way we did it for the Comp Plan. Public participation was discussed. It would have to be somebody that is knowledgeable. Jim & Paul should be involved if they are to include public participants. Trustee Arenz recommended two from Village Board, two from Plan Commission and Planner Barrows. The meetings should include a time for public participation/input. Agenda items should be very specific. Jack should decide on who for Village Board members and Jim to make recommendation for Plan Commission. *Put on November agenda.
- C. Tasks related to achieving project goals
- D. Timeframe
- E. Costs (TBD)

Chairperson Siepmann stated that over the last week the Village has had two projects brought in for discussion; a large golf course and a very large industrial building proposed along the freeway. Plan Commission is going to start dealing with these issues very soon and the question is, how do they get to the Village Board members to determine if they should start to work on this. Trustee Arenz stated sometimes they can't give an opinion up front.

Planner Barrows stated the industrial business would need a rezoning and there should be a concept submittal to both Plan Commission and Village Board before a formal proposal.

Trustee Phillips stated he thinks we need to diversify our development because we are running out of residential development and he likes the idea of additional economic development and increasing our tax base.

Commissioner Katz asked about the event barn issue coming back to them four times, is there any way that we can get a definitive yes or no. It was a painful process for them, the applicant, the neighbors. Planner Barrows stated that is the goal of this process.

ADJOURN JOINT PLAN COMMISSION AND VILLAGE BOARD MEETING

MOTION: (Lee, Arenz) *to adjourn Special Village Board at 7:30 p.m.* Carried.

MOTION: (Schmitter, Katz) *to adjourn Special Plan Commission at 7:30 p.m.* Carried.

Respectfully submitted,

Debra J. Michael, WCMC
Administrator-Clerk/Treasurer

VILLAGE OF SUMMIT
Payables Report for
November 14, 2024 Meeting
Prepared by Debbie Michael

Summary of October, 2024 Payables

Paid Check Batches:

\$ Amount	Description
4,153.36	Mid month checks

Total \$ 4,153.36

Batches For Payment:

\$ Amount	Description
458,939.08	October Payables
3,058.11	Credit Card

Total \$ 461,997.19

Total October Payables for Approval: \$ 466,150.55

Approved by the Summit Village Board on this the 14th day of November, 2024

Engineering	\$	-
Village Billed		
Planning		10,110.00
Planner		4,620.00
Shoreland Billed		4,170.00
		1,320.00
Legal	\$	8,778.40
Village Billed		4,398.00
		4,380.40

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Reprint Check Register - Full Report - ALL

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ALL Checks

Posted From: 10/12/2024 From Account:
Thru: 11/08/2024 Thru Account:

Check Nbr	Check Date	Payee	Amount
408433	10/18/2024	DIVERSIFIED BENEFIT SERVICES INC OCT FSA ADMIN	
100-00-51600-210-000		VILLAGE HALL 3RD PARTY ADMIN OCT FSA ADMIN 423379	95.00
		Total	95.00
408434	10/18/2024	LAKE COUNTRY VILLAGE LLC ILV P2 & LCV P4	
100-00-55201-000-000		TRAIL REIMB - LCV ILV P2 & LCV P4 3rd QTR 2024	2,197.00
		Total	2,197.00
408435	10/18/2024	SECURIAN FINANCIAL GROUP INC LIFE INS	
100-00-52100-132-000		POLICE INSURANCE LIFE INS NOV 2024	164.28
100-00-53300-132-000		PUBLIC WORKS INSURANCE LIFE INS NOV 2024	71.11
100-00-51420-132-000		ADMIN C/T INSURANCE LIFE INS NOV 2024	30.10
100-00-51422-132-000		VILLAGE OFFICE INSURANCE LIFE INS NOV 2024	11.09
100-00-21530-000-000		INSURANCE PAYABLE SUPPLEMENTAL LIFE INS NOV 2024	91.57
		Total	368.15
408436	11/07/2024	AB DATA LTD 2755 PARCELS TAX BILL POSTAGE	
100-00-51600-290-000		VILLAGE HALL TAX BILLS 2755 PARCELS TAX BILL POSTAGE 2024 POSTAGE	1,493.21
		Total	1,493.21
		Grand Total	4,153.36

Dated From: 11/15/2024 From Account:
 Thru: 11/15/2024 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
11/15/2024 10-33 VEHICLE SERVICES LLC			
DUAL HEAD RADAR INSTALL-UNMARKED SQUAD			
100-00-57400-000-000		CAPITAL PURCHASE	288.75
		DUAL HEAD RADAR INSTALL-UNMARKED SQUAD 3461	
100-00-52105-000-000		COMMUNITY OUTREACH PROG	256.01
		SQUAD SEAT COVER - HOPE DONATION 3502	
Total			544.76
11/15/2024 ABIGAIL OWENS			
MILEAGE, MEALS ICAC APPLETON WI			
100-00-52100-312-000		POLICE TRAINING & SUPPLY	294.20
		MILEAGE, MEALS ICAC APPLETON WI ICAC REIMB	
Total			294.20
11/15/2024 ARC DOCUMENT SOLUTIONS LLC			
COPIES GROSKOPF PAYING FOR			
100-00-51600-390-000		VILLAGE HALL EXPENSE	33.55
		COPIES GROSKOPF PAYING FOR 55WIO9054946	
100-00-51600-390-000		VILLAGE HALL EXPENSE	10.20
		PRINT & PDF OF VH SITE PLAN DPW 55WII9053777	
Total			43.75
11/15/2024 B & K ELECTRIC, INC			
BAD BREAKER AIR COMP			
100-00-53300-350-000		PUBLIC WORKS EQUIP MAINT	300.00
		BAD BREAKER AIR COMP 10222024	
Total			300.00
11/15/2024 CATALIS LLC			
NOV CONTRACT			
100-00-51530-290-000		ASSESSOR O/S SERVICES	4,050.00
		NOV CONTRACT INV308333086	
Total			4,050.00
11/15/2024 CINTAS FIRE 636525			
FIRE PROTECTION INSPECTION			
100-00-51600-240-000		VILLAGE HALL REPAIRS & MAINT	585.51
		FIRE PROTECTION INSPECTION 0F36692149	
Total			585.51

Dated From: 11/15/2024 From Account:
 Thru: 11/15/2024 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	11/15/2024	CITY OF DELAFIELD POLICE DEPARTMENT	
		SEAT BELT GRANT	
100-00-52104-000-000		POLICE GRANT POOL PYMNT	646.32
		SEAT BELT GRANT	
		SEPT 2024	
		Total	646.32
	11/15/2024	CITY OF OCONOMOWOC POLICE DEPARTMENT	
		SEAT BELT GRANT	
100-00-52104-000-000		POLICE GRANT POOL PYMNT	604.10
		SEAT BELT GRANT	
		SEPT 2024	
		Total	604.10
	11/15/2024	CONLEY MEDIA LLC	
		ROGERS PUBLIC HEARING	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	80.17
		ROGERS PUBLIC HEARING	
		6330860924-2	
100-00-51600-390-000		VILLAGE HALL EXPENSE	71.07
		TEXT AMENDMENT PH NC	
		6330861024-2	
100-00-51440-390-000		ELECTIONS	69.85
		TYPE E NOTICE NOV 5 ELECTION	
		6330861024-2	
		Total	221.09
	11/15/2024	CONSOLIDATED DOORS INC	
		GARAGE DOOR REPAIRS	
100-00-51600-240-000		VILLAGE HALL REPAIRS & MAINT	898.00
		GARAGE DOOR REPAIRS	
		541078	
		Total	898.00
	11/15/2024	CONTREE SPRAYER & EQUIPMENT COMPANY LLC	
		SUPPLIES TO BLOW OUT WATER LINES	
100-00-55200-390-000		RECREATION EXPENSE	47.91
		SUPPLIES TO BLOW OUT WATER LINES	
		83032	
		Total	47.91
	11/15/2024	COREY OIL LTD	
		PD VEHICLE MAINT OIL	
100-00-52100-260-000		POLICE SQUAD REP & MAINT	860.20
		PD VEHICLE MAINT OIL	
		570474	
100-00-53300-250-000		PUBLIC WORKS FUEL	913.69
		DPW OIL	
		570474	

Dated From: 11/15/2024 From Account:
 Thru: 11/15/2024 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
100-00-53300-350-000		PUBLIC WORKS EQUIP MAINT	499.92
		DPW EQUIP MAINT 570474	
Total			2,273.81

11/15/2024 CORRECTIVE ASPHALT MATERIALS LLC
 RECLAMITE 100,845 SQ YDS

100-00-57400-000-000		CAPITAL PURCHASE	122,022.45
		RECLAMITE 100,845 SQ YDS 24132	
Total			122,022.45

11/15/2024 DNR ACCOUNTS RECEIVABLE
 N DOUSMAN ROAD TRAIL PROJECT

100-00-55200-390-000		RECREATION EXPENSE	75.00
		N DOUSMAN ROAD TRAIL PROJECT 370-0000037952	
Total			75.00

11/15/2024 EH WOLF & SONS INC
 289.3 GAL GAS

100-00-52100-250-000		POLICE FUEL	761.25
		289.3 GAL GAS 954275	
100-00-52100-250-000		POLICE FUEL	569.17
		238.9 GAL GAS 967414	
100-00-52100-250-000		POLICE FUEL	967.58
		411.2 GAL GAS 981873	
100-00-53300-250-000		PUBLIC WORKS FUEL	445.71
		164.6 GAL DIESEL 981883	
100-00-53300-250-000		PUBLIC WORKS FUEL	288.81
		111.6 GAL DIESEL 967422	
Total			3,032.52

11/15/2024 G-BROCKS AUTO REPAIR
 TIGHTEN LUG NUTS 2021 FORD EXPLORER

100-00-53300-350-000		PUBLIC WORKS EQUIP MAINT	27.50
		TIGHTEN LUG NUTS 2021 FORD EXPLORER 153676	
Total			27.50

11/15/2024 GALLS LLC
 HARTERT

100-00-52100-313-000		POLICE CLOTHING ALLOW	271.28
		HARTERT 029148983	

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100-00-52100-313-000		POLICE CLOTHING ALLOW	549.79
LIPOVSEK		029181059	
100-00-52100-313-000		POLICE CLOTHING ALLOW	400.45
BUTINA		029185192	
100-00-52100-313-000		POLICE CLOTHING ALLOW	78.17
HARTERT		029043467	
Total			1,299.69

11/15/2024 GFL ENVIRONMENTAL
SEPT 2024 2294 HH

100-00-53620-000-000		GARBAGE & RECYCLING	41,199.68
SEPT 2024 2294 HH		223255	
100-00-53620-000-000		GARBAGE & RECYCLING	42,351.15
OCT 2294 HH		228999	
Total			83,550.83

11/15/2024 GRAINGER
MOTOR START CAPACITOR

100-00-53300-350-000		PUBLIC WORKS EQUIP MAINT	26.24
MOTOR START CAPACITOR		9266307652	
100-00-53300-350-000		PUBLIC WORKS EQUIP MAINT	26.24
MOTOR START CAPACITOR		9265171059	
Total			52.48

11/15/2024 HAAS BADGE & EMBLEMS
SERGEANT PATCH 50

100-00-52105-000-000		COMMUNITY OUTREACH PROG	130.00
SERGEANT PATCH 50		5566	
100-00-52105-000-000		COMMUNITY OUTREACH PROG	350.00
UNIFORM SHOULDER PATCH 100		5556	
Total			480.00

11/15/2024 HUFF-N-PUFF
TREADMILL & ELIPTICAL PM - HOPE CHURCH \$

100-00-52105-000-000		COMMUNITY OUTREACH PROG	214.00
TREADMILL & ELIPTICAL PM - HOPE CHURCH \$ 124863			
Total			214.00

11/15/2024 ITU ABSORB TECH INC
UNIFORMS

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100-00-53300-390-000		PUBLIC WORKS EXPENSE	9.52
		UNIFORMS 8434785	
100-00-53300-390-000		PUBLIC WORKS EXPENSE	10.53
		UNIFORMS 8430923	
100-00-51600-240-000		VILLAGE HALL REPAIRS & MAINT	17.72
		MATS/TOWELS 8430923	
100-00-51600-240-000		VILLAGE HALL REPAIRS & MAINT	116.29
		MATS/TOWELS 8423250	
100-00-53300-390-000		PUBLIC WORKS EXPENSE	4.76
		UNIFORMS 8423250	
100-00-53300-390-000		PUBLIC WORKS EXPENSE	4.76
		UNIFORMS 8419376	
100-00-53300-390-000		PUBLIC WORKS EXPENSE	4.76
		UNIFORMS 8415505	
100-00-51600-240-000		VILLAGE HALL REPAIRS & MAINT	17.72
		MATS/TOWELS 8415505	
		Total	186.06

11/15/2024 KONTNEY COMPUTER GROUP
SCANNING ISSUE ON COPIER

100-00-51600-240-000	VILLAGE HALL REPAIRS & MAINT	75.00
	SCANNING ISSUE ON COPIER 25497	
100-00-51600-240-000	VILLAGE HALL REPAIRS & MAINT	112.50
	TASER DOCK, COPIER SCANNING 25541	
100-00-51100-390-000	VILLAGE BOARD EXPENSE	3,600.00
	OPEN RECORDS SEARCH BOARD - WILDWOOD 25566	
	Total	3,787.50

11/15/2024 LANGE ENTERPRISES INC
ADDRESS SIGNS

100-00-53300-370-000	PUBLIC WORKS ROAD MAINTENANCE	116.10
	ADDRESS SIGNS 89213	
	Total	116.10

11/15/2024 LINCOLN CONTRACTORS SUPPLY INC
SHOVEL, RAKE ASPHALT TOOLS

100-00-53300-370-000	PUBLIC WORKS ROAD MAINTENANCE	250.96
	SHOVEL, RAKE ASPHALT TOOLS J26709	

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Total			250.96
11/15/2024 MERTON AUTO BODY - OCONOMOWOC			
2024 FORD DEER REPAIRS			
100-00-52100-260-000	POLICE SQUAD REP & MAINT		500.00
	2024 FORD DEER REPAIRS	91601200504	
100-00-48902-000-000	INSURANCE REFUND		7,220.29
	2024 FORD DEER REPAIRS	91601200504	
Total			7,720.29
11/15/2024 MID-STATE EQUIPMENT			
MOWER REPAIRS			
100-00-53300-350-000	PUBLIC WORKS EQUIP MAINT		1,321.01
	MOWER REPAIRS	U03510	
Total			1,321.01
11/15/2024 MUNICIPAL INSPECTORS LLC			
SEPT PERMITS			
100-00-52400-290-000	BUILDING INSPECT O/S SERVICES		29,835.20
	SEPT PERMITS	SEPT 2024	
Total			29,835.20
11/15/2024 MUNICIPAL LAW & LITIGATION GROUP SC			
LCCA			
100-00-13100-000-000	CUSTOMER ACCOUNTS RECEIVABLE		2,735.60
	LCCA	13230	
100-00-13100-000-000	CUSTOMER ACCOUNTS RECEIVABLE		120.00
	ROGERS	13230	
100-00-13100-000-000	CUSTOMER ACCOUNTS RECEIVABLE		173.00
	STANDARD SHOP	13230	
100-00-51300-290-000	LEGAL EXPENSE O/S SERVICES		2,020.60
	LEGAL SEPT	13230	
100-00-51300-290-000	LEGAL EXPENSE O/S SERVICES		2,377.40
	TRAFFIC	13230	
100-00-13100-000-000	CUSTOMER ACCOUNTS RECEIVABLE		30.00
	LEGALBO	13230	
100-00-13100-000-000	CUSTOMER ACCOUNTS RECEIVABLE		394.00
	FIBERESIN	13230	

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Voucher Nbr	Check Date	Payee	Amount
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	311.00
		LURVEY SUBDIVISION 13230	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	616.80
		LOFTEN 13230	
Total			8,778.40

11/15/2024 OCD CLEANERS LLC
 AUG CLEANING

100-00-51600-280-000		VILLAGE HALL CLEANING	3,171.00
		AUG CLEANING 3613	
100-00-51600-280-000		VILLAGE HALL CLEANING	3,171.00
		SEPT CLEANING 3738	
Total			6,342.00

11/15/2024 PLANNING & ZONING LLC
 OCT 2024 PLANNER SERVICES

100-00-56301-290-000		VILLAGE PLANNER O/S SERVICES	4,620.00
		OCT 2024 PLANNER SERVICES 70	
100-00-56401-290-000		SHORELAND ZONING ADMIN O/S SVC	4,170.00
		OCT 24 SHORELAND SERVICES 71	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	60.00
		LCCA 72	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	150.00
		HOGG ALLEY 72	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	300.00
		ROGERS MEMORIAL 72	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	120.00
		ABET 72	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	90.00
		BIG CHIEFY CSM 72	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	60.00
		WIDMANN CSM 72	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	90.00
		RAABE CSM/REZONE 72	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	360.00
		LURVEY SUB 72	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	30.00
		WOLD CSM 72	

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Dated From: 11/15/2024

From Account:

Thru: 11/15/2024

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	60.00
		LANG PEC	72
Total			10,110.00

11/15/2024 POMP'S TIRE SERVICE INC
EQUIP MAINT JCB LF

100-00-53300-350-000		PUBLIC WORKS EQUIP MAINT	746.57
		EQUIP MAINT JCB LF	60351715
Total			746.57

11/15/2024 PROHEALTH CARE
LAB DRAWS

100-00-52100-390-000		POLICE EXPENSE	76.48
		LAB DRAWS	10005838888
100-00-52100-390-000		POLICE EXPENSE	38.24
		LEGAL LAB DRAW	10006010542
Total			114.72

11/15/2024 PROHEALTH MEDICAL GROUP
BAHR DRUG SCREEN

100-00-53300-390-000		PUBLIC WORKS EXPENSE	59.00
		BAHR DRUG SCREEN	324560
100-00-53300-390-000		PUBLIC WORKS EXPENSE	174.00
		SCOTT PRE-EMPLOYMENT	324147
Total			233.00

11/15/2024 R&R INSURANCE SERVICES INC
WORK COMP INS

100-00-51931-000-000		WORK COMP	14,597.00
		WORK COMP INS	3097890
100-00-51930-000-000		PROP & LIAB INS	14,164.50
		LWMMI INCL CRIME INSURANCE	3097891
100-00-51930-000-000		PROP & LIAB INS	1,491.00
		CYBER LIABILITY POLICY	3097891
Total			30,252.50

11/15/2024 SECURIAN FINANCIAL GROUP INC
LIFE INS

100-00-52100-132-000		POLICE INSURANCE	164.27
		LIFE INS	DEC 2024

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ALL Checks by Payee

ACCT

WSB CHECKING

Dated From: 11/15/2024

From Account:

Thru: 11/15/2024

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
100-00-53300-132-000		PUBLIC WORKS INSURANCE	39.96
		LIFE INS	
	DEC 2024		
100-00-51420-132-000		ADMIN C/T INSURANCE	30.10
		LIFE INS	
	DEC 2024		
100-00-51422-132-000		VILLAGE OFFICE INSURANCE	11.09
		LIFE INS	
	DEC 2024		
100-00-21530-000-000		INSURANCE PAYABLE	88.37
		SUPPLEMENTAL LIFE INS	
	DEC 2024		
		Total	333.79

11/15/2024 SECURIAN LIFE INSURANCE COMPANY

ACCIDENT INS

100-00-21530-000-000		INSURANCE PAYABLE	14.36
		ACCIDENT INS	
	76038 NOV 2024		
		Total	14.36

11/15/2024 STANDARD INSURANCE COMPANY RC

STD LTD INS

100-00-52100-132-000		POLICE INSURANCE	760.53
		STD LTD INS	
	NOV 2024		
100-00-53300-132-000		PUBLIC WORKS INSURANCE	79.92
		LTD STD INS	
	NOV 2024		
100-00-51422-132-000		VILLAGE OFFICE INSURANCE	31.93
		STD LTD INS	
	NOV 2024		
100-00-51420-132-000		ADMIN C/T INSURANCE	83.49
		STD LTD INS	
	NOV 2024		
		Total	955.87

11/15/2024 STERLING MAINZ & SONS

CHICAGO PUSH BUTTON REPAIR KIT

100-00-55200-390-000		RECREATION EXPENSE	135.00
		CHICAGO PUSH BUTTON REPAIR KIT	
	142492		
		Total	135.00

11/15/2024 STRAND ASSOCIATES INC

N DOUSMAN RD TRAIL PROJECT - TAP REIMB

100-00-57400-000-000		CAPITAL PURCHASE	4,350.84
		N DOUSMAN RD TRAIL PROJECT - TAP REIMB	
	0216721		
		Total	4,350.84

Dated From: 11/15/2024 From Account:
 Thru: 11/15/2024 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	11/15/2024	TOP PACK DEFENSE CLOTHING - NEUMANN	
100-00-52100-313-000		POLICE CLOTHING ALLOW CLOTHING - NEUMANN 14469	428.15
Total			428.15
	11/15/2024	VILLAGE OF HARTLAND POLICE DEPARTMENT SEAT BELT GRANT	
100-00-52104-000-000		POLICE GRANT POOL PYMNT SEAT BELT GRANT SEPT 2024	145.44
Total			145.44
	11/15/2024	VILLAGE OF OCONOMOWOC LAKE POLICE DEPT SEAT BELT GRANT	
100-00-52104-000-000		POLICE GRANT POOL PYMNT SEAT BELT GRANT SEPT 2024	1,026.60
Total			1,026.60
	11/15/2024	WAUKESHA COUNTY TREASURER MAINT & REPAIR PICKUPS & PATROL TRUCKS	
100-00-53300-350-000		PUBLIC WORKS EQUIP MAINT MAINT & REPAIR PICKUPS & PATROL TRUCKS 2024-40030061	5,544.42
Total			5,544.42
	11/15/2024	WI DEPT OF JUSTICE - TIME TIME ACCESS & SUPPORT	
100-00-52100-270-000		POLICE DISPATCH & RADIO TIME ACCESS & SUPPORT 455TIME-0000017143	358.50
Total			358.50
	11/15/2024	WISCONSIN PROFESSIONAL POLICE ASSOCIATION INC NOV PAC 8	
100-00-21550-000-000		UNION DUES NOV PAC 8 22187	2.00
100-00-21550-000-000		UNION DUES NOV LEER 8 22841	354.00
100-00-21550-000-000		UNION DUES NOV ELPP 8 119457E	48.00
Total			404.00

Dated From: 11/15/2024

From Account:

Thru: 11/15/2024

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
11/15/2024 WOLF PAVING CO INC			
14.67 TON N SILVER CEDAR			
100-00-53300-370-000		PUBLIC WORKS ROAD MAINTENANCE	986.56
		14.67 TON N SILVER CEDAR 49472	
100-00-57400-000-000		CAPITAL PURCHASE	123,125.07
		2024 ROAD PAVING PROGRAM PAY 3	
Total			124,111.63
11/15/2024 YES EQUIPMENT & SERVICES INC			
MIRROR ARM FOR BACKHOE			
100-00-53300-350-000		PUBLIC WORKS EQUIP MAINT	72.25
		MIRROR ARM FOR BACKHOE INV00470877	
Total			72.25
Grand Total			458,939.08

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Dated From: 11/15/2024 From Account:
Thru: 11/15/2024 Thru Account:

Amount

Total Expenditure from Fund # 100 - GENERAL FUND	458,939.08
Total Expenditure from all Funds	458,939.08



U.S. BANK
P.O. BOX 6343
FARGO ND 58125-6343



ACCOUNT NUMBER
STATEMENT DATE 10-25-2024
AMOUNT DUE \$3,058.11
NEW BALANCE \$3,058.11
PAYMENT DUE ON RECEIPT



000015946 01 SP 106481
VILLAGE OF SUMMIT
ATTN KATHY STREBE
37100 DELAFIELD RD
SUMMIT WI 53066-9101

AMOUNT ENCLOSED

\$

Please make check payable to
U.S. BANK

U.S. BANK
P.O. BOX 790428
ST. LOUIS, MO 63179-0428

1

Please tear payment coupon at perforation.

CORPORATE ACCOUNT SUMMARY

VILLAGE OF SUMMIT	Previous Balance	Purchases And Other + Charges	Cash Advances +	Cash Advance Fees +	Late Payment Charges	- Credits	- Payments	New = Balance
Company Total	\$6,146.47	\$3,059.11	\$0.00	\$0.00	\$0.00	\$1.00	\$6,146.47	\$3,058.11

CORPORATE ACCOUNT ACTIVITY

VILLAGE OF SUMMIT

TOTAL CORPORATE ACTIVITY
\$6,146.47 CR

Post Date	Tran Date	Reference Number	Transaction Description	Amount
10-15	10-15		AUTO PAYMENT DEDUCTION	6,146.47 CR

NEW ACTIVITY

MICHAEL J HARTERT CREDITS \$1.00 PURCHASES \$628.28 CASH ADV \$0.00 TOTAL ACTIVITY \$627.28

Post Date	Tran Date	Reference Number	Transaction Description	Amount
10-02	09-30	24071054275939171146606	PROSHRED SECURITY - WI 262-3690922 WI	40.00
10-02	10-01	24435654275026164065114	GALLS 859-266-7227 KY	27.22
10-04	10-03	24692164277108158217095	SQ *HUFF-N-PUFF FITNESS R GOSQ.COM IL	1.00
10-10	10-10	24011344284000002047203	PADDLE.NET* CRASHPLAN PADDLE.COM NY	20.98
10-11	10-10	24692164285104631163477	AMAZON MKTPL*VT3SA39H3 AMZN.COM/BILL WA	162.48
10-11	10-10	24692164285104651388251	AMAZON MKTPL*BG7HG5UB3 AMZN.COM/BILL WA	83.23

CUSTOMER SERVICE CALL

800-344-5696

ACCOUNT SUMMARY

PREVIOUS BALANCE	6,146.47
PURCHASES & OTHER CHARGES	3,059.11
CASH ADVANCES	.00
CASH ADVANCE FEES	.00
LATE PAYMENT CHARGES	.00
CREDITS	1.00
PAYMENTS	6,146.47
ACCOUNT BALANCE	3,058.11

SEND BILLING INQUIRIES TO:

U.S. BANK
P.O. Box 6335
Fargo, ND 58125-6335

AMOUNT DUE

3,058.11

NOV 05 2024



Company Name: VILLAGE OF SUMMIT

Statement Date: 10-25-2024

NEW ACTIVITY

Post Date	Tran Date	Reference Number	Transaction Description	Amount
10-16	10-14	24011344289000088195632	PADDLE.NET* CRASHPLAN PADDLE.COM NY	1.00CR
10-24	10-24	24204294298000800468054	MSFT * E0400TVX5N 800-6427676 WA	143.74
10-24	10-22	24692164296102993091887	AMAZON MKTPL*EL0JE9MQ3 AMZN.COM/BILL WA	149.63

DEBRA J MICHAEL	CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
	\$0.00	\$117.95	\$0.00	\$117.95

Post Date	Tran Date	Reference Number	Transaction Description	Amount
10-18	10-17	24692164291100641191930	AMZN MKTP US*850XF7GZ3 AMZN.COM/BILL WA	44.90
10-21	10-19	24011344293000096824706	AMAZON RETA* F40189F63 WWW.AMAZON.CO WA	43.15
10-24	10-23	24692164297103211712089	AMZN MKTP US*QESQ0PO3 AMZN.COM/BILL WA	29.90

DEPT OF PUBLIC WORKS	CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
	\$0.00	\$981.37	\$0.00	\$981.37

Post Date	Tran Date	Reference Number	Transaction Description	Amount
09-30	09-27	24137464272100417850974	MENARDS JOHNSON CREEK WI JOHNSON CREEK WI	102.19
10-16	10-15	24941664289052625471071	FLEET FARM 5000 OCONOMOWOC WI	11.05
10-24	10-22	24122594297030019073497	TIMS AUTO PARTS OCONOMOWOC WI	356.17
10-25	10-24	24037244298900019800047	LAKE & COUNTRY TIRE OCONOMOWOC WI	511.96

VILLAGE OF SUMMIT	CREDITS	PURCHASES	CASH ADV	TOTAL ACTIVITY
	\$0.00	\$1,331.51	\$0.00	\$1,331.51

Post Date	Tran Date	Reference Number	Transaction Description	Amount
09-27	09-26	24607944270100897075344	LABELVALUE.COM 800-750-7764 FL	46.14
09-30	09-29	24088664273210254551628	2PITNEY BOWES LEASING 844-2566444 CT	170.43
10-01	10-01	24204294275000601156038	MSFT * E0800TRLST 800-6427676 WA	152.00
10-02	10-01	24717054275272752414031	CLERK OF COURTS CV 262-5487565 WI	71.40
10-07	10-05	24692164279109707254793	VZWRLSS*APOCC VISB 800-922-0204 FL	75.12
10-08	10-07	24639234281900018400049	COMPLETE OFFICE OF W 206-3365175 WI	24.60
10-08	10-07	24639234281900018400049	SPECTRUM 855-707-7328 MO	140.84
10-08	10-07	24692164281101566920321	SPECTRUM 855-707-7328 MO	79.98
10-08	10-07	24692164281101566924331	SPECTRUM 855-707-7328 MO	571.00
10-08	10-07	24692164281101566942846	SPECTRUM 855-707-7328 MO	

Department: 00000 Total: \$3,058.11
Division: 00000 Total: \$3,058.11

**AGREEMENT
BETWEEN THE GENESEE LAKES UTILITY DISTRICT
AND THE VILLAGE OF SUMMIT**

Agreement dated effective January 1, 2025, by and between the Genesee Lakes Utility District, (the "District"), a Utility District created under the authority of §66.0827, Wisconsin Statutes, and the Village of Summit, a Wisconsin municipal corporation located in Waukesha County, Wisconsin (the "Village").

RECITALS

- A. During 2011 the Genesee Lakes Utility District installed outlet structures and storm sewer in various Village rights-of-way and also private easement lands for purposes of relieving high water levels in Lower and Middle Genesee Lakes and periodic high groundwater table in the Genesee Lake Farms Subdivision.
- B. During 2009 the District obtained access and maintenance easements on private property adjacent to Lower Genesee Lake and within the Genesee Lake Farms Subdivision for use as part of the construction process and for access to continue on-going maintenance.
- C. The Wisconsin Department of Natural Resources and Waukesha County have required annual on-going maintenance for the entire length of the project. It is possible that down-stream or off-site maintenance work would be necessary during high water events. The District has adopted a maintenance plan for these circumstances.
- D. The District does not employ any full- or part-time employees but does billings, collections, contracting for services, holds meetings, and publishes general information and may need to engage in on-going maintenance and gauge monitoring.
- E. The District desires to engage the staff of the Village to complete this administrative and maintenance work on behalf of the District.

NOW, THEREFORE, FOR VALUABLE CONSIDERATION AND INTENDING TO BE BOUND, THE VILLAGE AND DISTRICT HEREBY AGREE AS FOLLOWS:

- 1. Term. The term of this Agreement shall be for a period of one (1) year, commencing on January 1, 2025, (the "Commencement Date"), and ending on December 31, 2025. This Agreement is to be reviewed on an annual basis in September or October of each calendar year.
- 2. Payment. The District agrees to pay the Village of Summit \$4,375.00 for the services outlined in this Agreement. This payment shall be divided into two and paid with the ordinary settlement times in February and August.
- 3. Administration and Billing. The Village agrees to provide staff to the District for billings and collections, Commission agendas and preparation of meeting minutes, financial statement completion, and invoicing and payment of bills.

4. On-going maintenance and gauge readings. The Village agrees to provide staff and equipment to the District for maintenance of the right-of-way and private easements through which the pipe travels, and for implementation of the adopted maintenance plan, routine maintenance activities and gauge reading activities when the system is not in Operation. Additional expenses shall be paid for gauge reading at OS No. 16, weekly downstream gauge monitoring, and WDNR reporting when the system is in Operation.
5. Modification. This Agreement may be terminated or modified by written agreement of the Village and District.
6. Limitations.
 - a. The Village shall not be liable for, and the District shall defend, indemnify and hold harmless the Village from any damage or threat of damage allegedly caused by the District for any reason other than the Village's intentional acts.
 - b. Nothing contained in this Agreement shall limit or interfere with or be construed to limit or interfere with any of the Village's rights or powers, including the Village's authority and enforcement of its municipal Ordinances, including its Zoning and Shoreland Protection Ordinance, unless specifically and explicitly granted to the District in this Agreement contrary to said rights and powers.
7. Applicable Law and Severability. This Agreement and any interpretation thereof shall be ruled by the internal laws (not merely choice of law provisions) of the State of Wisconsin. If one or more of the terms hereof are found to be void or invalid, those terms shall be deemed inoperative and null and void, and shall be deemed modified to conform to such rule of law, all without invalidating any of the remaining provisions of this Agreement or the enforceability thereof, which shall continue in full force and effect.

In Witness Whereof, the parties have hereunto caused this Agreement to be executed by their duly authorized officers on the day and year identified below.

Dated this 14th day of November, 2024

Dated this 14th day of November, 2024

GENESEE LAKES UTILITY DISTRICT

VILLAGE OF SUMMIT

Jack Riley, Chairperson

Jack Riley, Village President

Debra J. Michael, Secretary

Debra J. Michael, Administrator-Clerk/Treasurer

**AGREEMENT
BETWEEN THE SUMMIT UTILITY DISTRICT #3
AND THE VILLAGE OF SUMMIT**

Agreement dated effective January 1, 2025, by and between the Summit Utility District #3, (the "District"), a Utility District created under the authority of §66.0827, Wisconsin Statutes, and the Village of Summit, a Wisconsin municipal corporation located in Waukesha County, Wisconsin (the "Village").

RECITALS

- A. The Village of Summit, on behalf of the Summit Utility District #3, requested installation of sanitary sewer and municipal water service to individual properties located in the Village of Summit by the City of Oconomowoc as more particularly described in the attached Map #2 (the "Boundary").
- B. Beginning in 2018, Neumann Companies constructed the Lake Country Village subdivision within the District. This development includes over 300 single-family homesites to be constructed over approximately 10 years. All of these properties will connect to City of Oconomowoc municipal water and sanitary sewer systems.
- C. The District does not employ any full- or part-time employees but does engage in billings, collections, contracting for services, holds meetings, and publishes general information. The District desires to engage the staff of the Village to complete this administrative work on behalf of the District.

NOW, THEREFORE, FOR VALUABLE CONSIDERATION AND INTENDING TO BE BOUND, THE VILLAGE AND DISTRICT HEREBY AGREE AS FOLLOWS:

- 1. Term. The term of this Agreement shall be for a period of one (1) year, commencing on January 1, 2025, (the "Commencement Date"), and ending on December 31, 2025. This Agreement is to be reviewed and renewed on an annual basis in September or October of each calendar year.
- 2. Payment. The District agrees to pay the Village of Summit \$48,000.00 for the services outlined in this Agreement. This payment shall be divided into two and paid with the ordinary settlement times in February and August.
- 3. Administration and Billing. The Village agrees to provide staff to the District for billings and collections, Commission agendas and meeting minute preparation, financial statement completion. Upon notice by the City of Oconomowoc, the Village will notify property owners of delinquent accounts and place the balance due on the tax bill. Also, upon notice from the City of Oconomowoc, the Village will notify property owners of annual license charges for payment to the District.

In addition to these on-going services, the Village will collect and process connection charge payments for water and sanitary sewer fees. These fees will be held until such time as the City of Oconomowoc provides an invoice for reimbursement. The Village will process these payments until the final home site is occupied in Lake Country Village.

- 4. Modification. This Agreement may be terminated or modified by written agreement of the Village and District.

5. Limitations.

- a. The Village shall not be liable for, and the District shall defend, indemnify and hold harmless the Village from any damage or threat of damage allegedly caused by the District for any reason other than the Village's intentional acts.
- b. Nothing contained in this Agreement shall limit or interfere with or be construed to limit or interfere with any of the Village's rights or powers, including the Village's authority and enforcement of its municipal Ordinances, including its Zoning and Shoreland Protection Ordinance, unless specifically and explicitly granted to the District in this Agreement contrary to said rights and powers.

6. Applicable Law and Severability. This Agreement and any interpretation thereof shall be ruled by the internal laws (not merely choice of law provisions) of the State of Wisconsin. If one or more of the terms hereof are found to be void or invalid, those terms shall be deemed inoperative and null and void, and shall be deemed modified to conform to such rule of law, all without invalidating any of the remaining provisions of this Agreement or the enforceability thereof, which shall continue in full force and effect.

In Witness Whereof, the parties have hereunto caused this Agreement to be executed by their duly authorized officers on the day and year identified below.

Dated this 14th day of November, 2024

Dated this 14th day of November, 2024

SUMMIT UTILITY DISTRICT #3

VILLAGE OF SUMMIT

Jack Riley, Chairperson

Jack Riley, Village President

Debra J. Michael, Secretary

Debra J. Michael, Administrator-Clerk/Treasurer



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

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

MEMORANDUM

To: Village Board

From: Amy Barrows, Planner

Date: November 14, 2024

Re: **Zoning and Shoreland Protection Ordinance Text Amendment – Residential in NC
Neighborhood Commercial**

BACKGROUND:

See 10/17/2024 Plan Commission Staff Report.

After two public hearings on August 22, 2024 and October 17, 2024, the Plan Commission voted 6 in favor and 1 against to recommend that Village Board create Section 111-354(c)(4) of the Zoning and Shoreland Protection Ordinance, adding single-family and multi-family residential uses as an accessory use in the NC Neighborhood Commercial Zoning District, in accordance with the enclosed draft ordinance subject to Village Attorney review. Plan Commissioner Katz was concerned that existing commercial operations would be replaced with multi-family condominiums, which has been occurring on other lake properties in the area. He felt that the Plan Commission should have considered requiring that a minimum percentage of the building area be in commercial use.

ATTACHMENTS:

- 10/17/2024 Plan Commission Staff Report
- Draft Ordinance
- Existing Neighborhood Commercial Zoning District Standards
- 1/20/2022 Plan Commission Staff Memo

FISCAL IMPACT: No direct fiscal impact. Future development may result in increased property values because additional land uses will be allowed in the NC Neighborhood Commercial Zoning District.

RECOMMENDED MOTION:

Adopt the enclosed ordinance to create Section 111-354(c)(4) of the Zoning and Shoreland Protection Ordinance, adding single-family and multi-family residential uses as an accessory use in the NC Neighborhood Commercial Zoning District, subject to Village Attorney review.

Zoning Ordinance Text Amendment Proposal

Residential Uses in the NC Neighborhood Commercial District

10/17/2024 Plan Commission Meeting (Public Hearing)

9/19/2024 Plan Commission Meeting

8/22/2024 Plan Commission Meeting (Public Hearing)

7/18/2024 Plan Commission Meeting

5/16/2024 Plan Commission Meeting

Staff Report

Village of Summit, Wisconsin

Possible Motion:

Recommend Village Board adopt the enclosed ordinance, subject to Village Attorney review, that creates Section 111-354(c)(4) of the Zoning and Shoreland Protection Ordinance, adding single-family and multi-family residential uses as an accessory use in the NC Neighborhood Commercial Zoning District provided certain conditions being met.

Summary:

At the May Plan Commission meeting, staff requested that Plan Commission consider amending the text of the NC Neighborhood Commercial District to provide for residential uses as an accessory structure. After discussing the existing uses in areas already zoned NC Neighborhood Commercial, Plan Commission members recommended that staff provide example language that would give Plan Commission flexibility to determine the appropriateness based on use and structure design.

At the May meeting, Plan Commission members felt that it would be reasonable to allow residential uses above or behind a commercial use and as separate structures. Density should be limited so that the residential use is incidental to the commercial use. Plan Commission recommended that density and other related provisions be discussed at Plan Staff.

The following language was presented at Plan Staff and it was recommended that the language should be forwarded to Plan Commission for further discussion. **At the July meeting**, Plan Commission initiated an application to create the following language:

111-354(c) *Accessory uses.*

- (4) Single-family or multi-family residential, subject to the following conditions:
- a. The residential use must be incidental to a commercial use. The residential use may be located within the same or separate building as the commercial use.
 - b. The density of dwelling units shall not exceed four units per acre.
 - c. The minimum floor area per dwelling unit shall comply with the following:
 1. Efficiency apartment: 400 square feet.
 2. One-bedroom: 650 square feet.
 3. Two-bedroom: 800 square feet.
 4. Three-bedroom or greater: 1,000 square feet.
 - d. There shall be at least two parking stalls per residential dwelling unit.
 - e. The location, number, size, and design of the dwelling units shall be reviewed by Plan Commission as part of a Site Plan and Plan of Operation to ensure the use is

compatible and complementary to the commercial uses on the property and surrounding neighborhood.

At the August meeting and after receiving comments from the public that multi-family use does not fit adjacent to a single-family residential neighborhood, Plan Commission asked staff to prepare revised language that puts a greater restriction on multi-family residential uses for discussion at the September meeting.

At the September meeting, Plan Commission recommended the following language, which shows the changes since the August meeting in track changes. Plan Commission recommended the below language be sent to Village Board for recommended adoption. Plan Commission's recommendation was subject to Village Attorney review regarding whether a public hearing should be posted to give the public an opportunity to comment on the changes since the August meeting. The Village Attorney recommended that a public hearing be posted for the October Plan Commission meeting.

111-354(c) *Accessory uses.*

- (4) Single-family and multi-family residential, subject to the following conditions:
- a. The residential use must be incidental to a commercial use. ~~The residential use may be located within the same or separate building as the commercial use.~~
 - b. The density of dwelling units shall not exceed four units per acre. **Detached single-family residential is limited to one unit per lot. Multi-family residential shall be part of a structure that accommodates a commercial use. Multi-family residential is not permitted within a stand-alone structure.**
 - c. The minimum floor area per dwelling unit shall comply with the following:
 1. Efficiency apartment: 400 square feet.
 2. One-bedroom: 650 square feet.
 3. Two-bedroom: 800 square feet.
 4. Three-bedroom or greater: 1,000 square feet.
 - d. There shall be at least ~~two~~**one** parking stalls per residential dwelling unit.
 - e. The location, number, size, and design of the dwelling units shall be reviewed by Plan Commission as part of a Site Plan and Plan of Operation to ensure the use is compatible and complementary to the commercial uses on the property and surrounding neighborhood. **The housing type, such as single-family and/or multi-family shall remain consistent with the housing type of the surrounding neighborhood.**

This matter was also discussed in 2022. The Staff Report from that meeting is included in the meeting packet. At the time, Plan Commission asked to delay further consideration until such time a specific request was proposed. The property owner of Hogg Alley recently rezoned the property directly west of Hogg Alley to NC Neighborhood Commercial to allow for parking. That property has a single-family residence on it, which is currently considered a legal nonconforming use. Therefore, the property owner has requested the Village reconsider this matter so that both uses can be accommodated as permitted uses.

ORDINANCE NO. _____

AN ORDINANCE TO CREATE THE TEXT OF CHAPTER 111 ENTITLED "ZONING AND SHORELAND PROTECTION," ARTICLE XII ENTITLED "DISTRICT REGULATIONS," SECTION 111-354 ENTITLED "NEIGHBORHOOD COMMERCIAL DISTRICT (NC)," SUBSECTION (c) ENTITLED "ACCESSORY USES," SUBSECTION (4) OF THE ZONING AND SHORELAND PROTECTION ORDINANCE OF THE VILLAGE OF SUMMIT CODE OF ORDINANCES RELATED TO SINGLE-FAMILY AND MULTI-FAMILY RESIDENTIAL USES

WHEREAS, at the May 16, 2024 Plan Commission meeting, the Village of Summit Plan Commission considered potential amendments to the text of Section 111-354 of the Zoning and Shoreland Protection Ordinance in order to accommodate residential uses in the NC Neighborhood Commercial District; and

WHEREAS, pursuant to Section 111-386(b)(1) of the Village Code, the Village of Summit Plan Commission initiated text amendments to the Village Code at their meeting on July 18, 2024, specifically recommending creating Section 111-354(c)(4) to allow single-family and multi-family residential uses in the NC Neighborhood Commercial Zoning District, subject to certain conditions; and

WHEREAS, upon publication of the required "Notice of Public Hearing" pursuant to Section 111-387(b)(1)(a) of the Village Code and mailing of said "Notice of Public Hearing" to all parties-in-interest as required by Section 111-387(b)(1)(b) of the Village Code, the Plan Commission for the Village of Summit held a public hearing on August 22, 2024, as required by Section 111-386(b)(4) of the Village Code; and

WHEREAS, at the August 22, 2024 Plan Commission public hearing, the Village Zoning Administrator presented information on the proposed text amendments requested by the Plan Commission; and

WHEREAS, following the August 22, 2024 Plan Commission public hearing, the commissioners considered the information presented at the public hearing and requested that staff present modified language at the September 19, 2024 Plan Commission meeting; and

WHEREAS, modified language was presented at the September 19, 2024 Plan Commission meeting, and the Plan Commission recommended the language be presented to Village Board for adoption subject to Village Attorney review regarding the need to post a public hearing; and

WHEREAS, the Village Attorney recommended that a second notice of public hearing be posted. Upon publication of the required "Notice of Public Hearing" pursuant to Section 111-387(b)(1)(a) of the Village Code and mailing of said "Notice of Public Hearing" to all parties-in-interest as required by Section 111-387(b)(1)(b) of the Village

Code, the Plan Commission for the Village of Summit held a second public hearing on October 17, 2024; and

WHEREAS, the Plan Commission considered the information presented at the October 17, 2024 public hearing and recommended approval of the proposed changes, for Village Board consideration; and

WHEREAS, the Village Board finds that this change to the Village Zoning Code is not a down zoning ordinance because it does not decrease the development density of land and it does not reduce the permitted uses of land, and therefore the super majority requirement of Section 66.10015, Wisconsin Statutes, does not apply to this ordinance; and

WHEREAS, the Village Board of the Village of Summit, having determined that all procedural requirements and notice requirements have been satisfied, having given the matter due consideration, and having based its determination on the effect of the granting of such zoning text amendments on the health, safety and welfare of the community, hereby determine that the amendments will not violate the spirit or intent of the Village Code, and will not be contrary to the public health, safety or general welfare of the Village of Summit.

NOW, THEREFORE, the Village Board of the Village of Summit, Waukesha County, Wisconsin, DO ORDAIN as follows:

SECTION 1: Chapter 111 of the Village of Summit Municipal Code entitled "Zoning and Shoreland Protection," Article XII entitled "District Regulations," Section 111-354 entitled "Neighborhood Commercial District (NC)," Subsection (c) entitled "Accessory uses," Subsection (4) is hereby created to read as follows:

- (4) Single-family and multi-family residential, subject to the following conditions:
 - a. The residential use must be incidental to a commercial use.
 - b. The density of dwelling units shall not exceed four units per acre. Detached single-family residential is limited to one unit per lot. Multi-family residential shall be part of a structure that accommodates a commercial use. Multi-family residential is not permitted within a stand-alone structure.
 - c. The minimum floor area per dwelling unit shall comply with the following:
 - 1. Efficiency apartment: 400 square feet.
 - 2. One-bedroom: 650 square feet.
 - 3. Two-bedroom: 800 square feet.
 - 4. Three-bedroom or greater: 1,000 square feet.
 - d. There shall be at least one parking stall per residential dwelling unit.
 - e. The location, number, size, and design of the dwelling units shall be reviewed by Plan Commission as part of a Site Plan and Plan of Operation to ensure the use is compatible and complementary to the commercial uses

on the property and surrounding neighborhood. The housing type, such as single-family and, or, multi-family shall remain consistent with the housing type of the surrounding neighborhood.

SECTION 2. SEVERABILITY.

The several sections and portions of this Ordinance are declared to be severable. If any section or portion thereof shall be declared by a decision of competent jurisdiction to be invalid, unlawful or unenforceable, such decision shall apply only to the specific section or portion thereof directly specified in the decision, and shall not affect the validity of any other provisions, sections or portions thereof of the Ordinance. The remainder of the Ordinance shall remain in full force and effect. Any other Ordinances whose terms are in conflict with the provisions of this Ordinance are hereby repealed as to those terms that conflict.

SECTION 3. EFFECTIVE DATE.

This Ordinance shall be in full force and effect from and after its passage and publication.

Passed and adopted this _____ day of _____, 2024.

VILLAGE OF SUMMIT

Jack Riley, Village President

ATTEST:

Debra J. Michael, Village Administrator-Clerk/Treasurer

Published and posted this _____ day of _____, 2024.

This instrument drafted by
Amy Barrows, Village Planner

Sec. 111-354. - Neighborhood Commercial District (NC).

- (a) *Intent.* The Neighborhood Commercial District includes areas available for limited retail uses and administrative/office uses. The village will allow development in this classification only upon connection to public sewer systems.
- (b) *Principal permitted uses.*
 - (1) Grocery store.
 - (2) Coffee shop.
 - (3) Book/stationary store.
 - (4) Restaurant.
 - (5) Art studio.
 - (6) Office.
 - (7) Florist.
 - (8) Sporting goods sales.
 - (9) Bakery (retail only).
 - (10) Private lodges and clubs.
 - (11) Public utility installations.
 - (12) Day-care facility.
 - (13) Bank or financial institution.
 - (14) Catering establishment for off-site food service.
- (c) *Accessory uses.*
 - (1) Off-street parking and loading areas.
 - (2) Roof-mounted satellite fixtures.
 - (3) Automated teller machine.
- (d) *Conditional uses.*
- (e) *Bulk regulations.*
 - (1) Minimum lot area: 40,000 square feet.
 - (2) Minimum lot width: 200 feet.
 - (3) Maximum structure coverage.
 - a. Office uses: 30 percent of lot area.
 - b. Commercial/retail uses: 45 percent of lot area.
 - (4) Maximum impervious coverage.
 - a. Office uses: 70 percent of lot area.

Text Amendment to Zoning and Shoreland Ordinance – Allowing residential uses in the NC Neighborhood Commercial District
1/20/2022 Plan Commission Meeting

Staff Report

Village of Summit, Wisconsin

Re: Text Amendment to Zoning and Shoreland Ordinance – Allowing residential uses in the NC Neighborhood Commercial District

Recommended Action: Provide direction related to potential text amendments that would allow residential uses in the NC Neighborhood Commercial District

Summary:

The Zoning Code does not currently allow residential uses in the NC Neighborhood Commercial Zoning District. However, several properties that are in the NC Zoning District contain at least one apartment. Summit Village Commons and Panga are the only two properties that do not contain any living units. All of the properties zoned NC Neighborhood Commercial are designated as Mixed Use Commercial on the Land Use Plan Map, which is intended to accommodate both residential and commercial uses.

Golden Lake Pub = 1 apartment

Hogg Alley = 1 apartment

Ole's = owner's house is in the same building as the bar

Miller's Sandy Beach = owner's house is on the same property

Lucky Chucky's = single family residence on same lot

Below is a table summarizing zoning code language in neighboring communities with similar zoning districts:

Municipality	Zoning District	Provisions
City of Delafield	CBD-1, 2, and 3 Downtown Business;	Residential in same building as commercial is permitted by right, stand-alone use requires a CU in CBD-1 and 3, stand-alone use permitted by right in CBD-2 if single or two-family
	B-1 Local Business and Residential	B-1: In same building, must not exceed 25% of floor area if 1 story, shall not exceed 50% of floor area if multiple stories; no mixture of uses on same floor if multiple stories Single family allowed by right

Amy Barrows

From: Mark Frye <mfrye@oconomowoc-wi.gov>
Sent: Thursday, October 31, 2024 3:16 PM
To: Amy Barrows
Cc: Debbie Michael; Kamron Nash; Mike Court; Brian Pehl; Jason Gallo; Sugden, Stan
Subject: RE: Sewer Availability - V Summit

Amy,

With the construction of Winnesota underway, the 80% threshold has been met.

Thanks.

Mark Frye
City of Oconomowoc
City Administrator
174 E Wisconsin Avenue
Oconomowoc, WI 53066
262.569.2183

Confidentiality Notice: This electronic transmission, including any files attached thereto, may contain confidential information that is legally privileged, confidential, and exempt from disclosure. This information is intended only for the use of the individual (s) or entity named above. If the reader of this message is not the intended recipient or any employee or agent responsible for delivering the message to the intended recipient, you are hereby notified that any disclosure, dissemination, copying, distribution, or the taking of any action in reliance on the contents of this confidential information is strictly prohibited. If you have received this communication in error, please destroy it and immediately notify me at mfrye@oconomowoc-wi.gov.

From: Amy Barrows <planner@summitvillage.org>
Sent: Thursday, October 17, 2024 9:21 AM
To: Mark Frye <mfrye@oconomowoc-wi.gov>
Cc: Debbie Michael <administrator@summitvillage.org>; Kamron Nash <pwdirector@summitvillage.org>; Mike Court <mcourt@sehinc.com>; Brian Pehl <bpehl@sehinc.com>
Subject: Sewer Availability - V Summit

Mark,

The Village of Summit has been getting requests to develop the land west of Village Hall. The area is identified as Area 7 on the Exhibit to the sewer agreement between the City and Village. Service is subject to the land uses being business park after 80% of the Pabst Farm Business Park is developed.

Can you please provide me with a status of the development of the Pabst Farm Business Park? Has 80% been reached? If not, when do you anticipate that it will be reached? Specifically, which developments need to be completed?

Thanks.

Amy Barrows
Village Planner
Village of Summit
37100 Delafield Road
Summit, Wisconsin 53066
262-567-2757
planner@summitvillage.org
Hours: Monday, Tuesday, Thursday from 12-3

SECTION 7.6.H of
Cooperative Boundary Plan Between
Town of Summit & Towns of Delafield, Oconomowoc
and Ottawa, and the Villages of Dousman &
Oconomowoc Lake

F. Environmental Evaluation

It is anticipated that there will be no detrimental environmental impacts on the territory to be transferred to Dousman. The Plan provides for an agreement for the treatment of wastewater which may be implemented in the future by Summit. This will help prevent contamination of groundwater, by eliminating the need for septic systems in areas of the Town.

G. Permit and Ordinance Requirements

There are no permit or ordinance requirements imposed on either Summit or Dousman. Each municipality will continue to issue, monitor and regulate the territory within its boundaries, until territory is transferred to Dousman, which will then be responsible for issuing permits and monitoring compliance with ordinances.

H. Additional Obligations of the Town of Summit and Village of Dousman

1. Sewer services.

The Village agrees to extend sewer services to the Town on an extraterritorial basis. Service shall be provided pursuant to the Agreement for the Treatment of Wastewater between the Town and the Village attached hereto and incorporated herein by reference as Exhibit 7-G. The Village shall own the sewer service facility, including mains, lift stations if any, and all appurtenances thereto. Laterals will be owned by the property owners. The Agreement for the Treatment of Wastewater (Exhibit 7-G) has been executed by the Town and Village and shall be effective and binding upon the Town and the Village.

2. Water Services.

The Village of Dousman may agree to extend water service to the Town of Summit on an extraterritorial basis if a satisfactory water service agreement can be agreed upon between the Town and the Village.

3. Trail system.

The Town and the Village agree to each use their best efforts to facilitate the development of a public recreational trail system through properties identified in Exhibits 7-H and 7-I attached hereto and incorporated herein by reference, to connect the State of Wisconsin Glacial Drumlin Trail to a proposed Waukesha County Trail in the Town. The trail system shall be developed in accordance with the width, pavement, and landscaping standards of the Waukesha County Department of Parks and Land Use. Best efforts to facilitate this trail shall include but not be limited to: Imposing dedication requirements when affected property is developed; Applying

EXHIBIT 7-G

**AGREEMENT FOR THE TREATMENT OF WASTEWATER BETWEEN
THE TOWN OF SUMMIT AND THE VILLAGE OF DOUSMAN
(Sec. 66.0301 Wis. Stats. (2005-2006))**

The AGREEMENT, entered into this ____ day of _____, by and between Town of Summit, located in Waukesha County, Wisconsin, organized and existing under the laws of the State of Wisconsin, hereinafter called the "Town" and the Village of Dousman, located in Waukesha County, Wisconsin organized and existing under the laws of the State of Wisconsin, hereinafter call the "Village", is as follows:

WITNESSETH

WHEREAS, the Village owns and operates a wastewater treatment facility which has capacity for the treatment of a limited amount of wastewater originating in the Town, and

WHEREAS, the Village has agreed to plan, design, construct, own, and operate a wastewater collection system located principally in the Town and extending into the Village limits; and

WHEREAS, the Town has no wastewater treatment capabilities and has expressed a desire that the Village treat certain wastewater originating in the Town; and

WHEREAS, the Village has agreed to accept and treat wastewater originating in specified portions of the Town as part of a comprehensive Boundary Agreement notwithstanding a long standing policy of requiring annexation before extending sewer service, and has also agreed to provide the required personnel, equipment, and facilities necessary to maintain and operate a wastewater collection system and interceptor capable of serving specified areas of the Town under the terms and conditions of this agreement; and

WHEREAS, the wastewater to be treated and disposed of by the Village from the Town shall be only of the type and nature presently being collected and treated by the Village; and

WHEREAS, wastewater of the Town to be treated and disposed of by the Village will originate from various land uses, including residential dwellings, commercial businesses and industrial areas within the boundaries of the Town, which uses are hereinafter referred to as "users"; and

WHEREAS, the Town has expressed willingness to enter into a contract for wastewater treatment pursuant to Section 66.0301 Wis. Stats. (2005-2006);

NOW, THEREFORE, in consideration of the payment of One Dollar (\$1.00) and other good and valuable consideration to each in hand paid by the other, receipt of which is hereby acknowledged, and in further consideration of the covenants herein contained and the benefits derived by each, the Town and the Village contract and agree as follows:

A. GENERAL INTENT

The Village will plan, design, construct, own and operate a wastewater sewerage system within portions of the Town and connecting to the Village of Dousman sewerage system, for the purpose of collecting and transporting to the Village, the wastewater of users located within said portions of the Town. The Village intends to accept, treat and dispose of such wastewater at its wastewater treatment facility.

The Village and the Town are entering this agreement in conjunction with a Municipal Boundary Agreement. At the time of entering the Municipal Boundary Agreement, there

in the Service Area. The Village's operating and maintenance responsibility shall apply only to the collection system and interceptor components operated by the Village and shall not include the responsibility for maintenance of any service laterals from the sewer main to the building served, or of any facilities located on privately owned property not located in easements. Any future expansion of the Town's sewerage system or extensions within the Service Area will also be undertaken by the Village at the Town's request and paid for by the Town.

D. TOWN FLOW METERING

- (1) As part of the Town's sewerage system, the Village shall install and the Town shall pay for necessary measuring devices or meters, which accurately measure the total volume of wastewater which is collected within the Town and transmitted to the Village. Measuring devices or meters shall be located so that all wastewater transmitted to the Village shall pass through such measuring device. The measuring devices or meters shall measure in quantities of gallons per minute and totalize flow in a non-resettable flow totalizer, and shall be calibrated no less frequently than every four (4) months. Adjustments to the meters will be made if needed. The Village shall have the devices or meters calibrated with the cost for calibration and adjustment being paid by the Town. The Village shall provide documentation of such calibration to the Town upon request. A remote recorder and totalizer comparable and compatible with the Village's instrumentation shall be installed on the control panel in the Village's Wastewater Treatment Facility.
- (2) The Village shall also install and the Town shall pay for equipment and alarm monitoring instrumentation at all Town pump stations directly connected to the Village sewerage system.
- (3) To facilitate the proper monitoring of the flow metering stations and pump stations, the Village shall install at the Town's expense all necessary telemetering equipment to connect these stations to the Village's system. The equipment shall be compatible with the equipment presently used in the Village's sewerage system. All initial costs associated with the telemetering including the programming and configuring of the Village's system shall be paid by the Town.

discharge immediately in the case of deleterious waste and within five days or such other reasonably required time for other violations. In the event the Town and/or user fail to take corrective action (or in the alternative to satisfactorily assure the Village that corrective action will be taken with a specified period of time), the Village shall pursue any and all remedies available to achieve compliance.

- (4) The Town agrees that federal, state and local regulations regarding pretreatment of those industrial wastes demanding such pretreatment shall be rigidly monitored and enforced upon the applicable industrial dischargers by the Town.

H. SEWER SERVICE CONNECTIONS

- (1) No connections shall be made to the Town collection system without prior written notice to the Village. The Town agrees that it will ensure that no plumbing permits are issued for any improvement which involves new connections to the sewerage system unless the applicant first pays all applicable fees and written notice has been given to the Village.
- (2) The Village shall have the right to inspect the Town building permit records to ensure compliance with this agreement. The Village shall also have the right to inspect any work performed relating to sewer service connections. All connections to the system shall meet the requirements of the Municipal Code of the Village.

I. BILLING DATES AND PROCEDURES; PAYMENT TERMS

- (1) The Village is providing wastewater treatment and collection and interceptor operation and maintenance services to the Town and the Town shall be liable for payment for all charges relating to these services. The Village shall bill the Town on the same frequency as Village residents. All invoices shall be paid in full within 30 days after the date of billing, and if not so paid, the account shall be considered delinquent. Delinquent payments shall be subject to the same penalties and charges assessed by the Village to Village residents who are delinquent in the payment of sewer charges. The Village shall have the right to withhold approval of any sewer connections while bills are delinquent.
- (2) The Town shall provide, on a monthly basis, a customer billing summary which indicates any changes to the number of customers being served by the Town. The Village shall have the right to inspect the Town customer billing records to ensure compliance with the Agreement.

K. LICENSE FEES

- (1) In recognition of the receipt of sanitary sewerage service without requiring annexation to the Village, the Town shall pay the Village an annual license fee. While the license fee is not directly related to the provision of sewer service, the charges associated with the fee will be based on the number of Residential Equivalent Connections (RECs) the Town has connected to the sewerage system.
- (2) The annual license fee for 2008 shall be \$92.35 per residential equivalent connection (REC) for all residential connections and \$184.71 per REC for all commercial and industrial users and both REC charges shall escalate by 4% per year. The Town shall report to the Village by January 31st of each license year period the change in the number of customers and corresponding residential equivalent connections (REC), the determination of which shall be based on the methodology described in the Village's current Sewer Utility Ordinance, during the prior calendar year.
- (3) The license fees shall be due and payable to the Village by March 31st of the calendar year for which the license fee applies. Any payment that is not made shall be subject to the same interest and penalties the Village may impose against Village residents.

L. TREATMENT FACILITY EXPANSION AND TREATMENT PROCESS IMPROVEMENTS

- (1) It is understood by the Town that the Village's wastewater treatment facility is considered a regional facility and accordingly, the potential exists for future agreements by the Village for treatment of wastewater originating in other municipalities, or sanitary and utility districts created therein. Additions to the capacity of the wastewater treatment facility or interceptors, consistent with upgraded treatment processes as required by Department of Natural Resources and the Environmental Protection Agency (EPA) or caused by growth, may be necessary in the future.
- (2) Inasmuch as the Village is not reserving capacity for the Town or any other entity to be served, and is not therefore intending to sell reserve capacity, any wastewater treatment facility expansion or interceptor extension not covered by this Agreement shall be financed by the Village. The Village is only providing service to the Town if the Village finds that capacity is available to do so. The Town capital contribution towards future capital will be done in accordance with methodology specified in Exhibit 7-4.
- (3) If improvements to the wastewater treatment facility or the addition of a specific process for treating wastewater is required due to the treatment of wastewater from a user within the Town, the total of such expense shall be paid by the Town in which the user requiring such a process is located.

M. EXTRATERRITORIAL SEWER AVAILABILITY CHARGES

- (1) For all new connections to the sewer system within the Service Area, the Village shall charge the Town an Extraterritorial Sewer Availability Charge. The charge shall be set at an amount equal to the sum of the then-current Village impact fees for sanitary sewerage facilities as established by Village's Municipal Ordinance.
- (2) Each month, the Town shall provide records to the Village of all plumbing permits issued in the previous month for connection to the Town's sewerage system. The Extraterritorial Sewer Availability Charges for all new connections within a

S. **TERM OF CONTRACT: REMEDIES**

- (1) This contract shall be renewed for three year periods commencing on the 1st day of _____ and on January 1st of each three year increment thereafter, unless the contract is terminated by mutual agreement. It is specifically agreed by the Village and Town that this Agreement shall have an unlimited duration, therefore, in order to fully accomplish the intent of these negotiations in relation to the Boundary Agreement that has been agreed upon by the parties with the sole exception being that the Town and the Village shall retain the right to terminate this Agreement if both parties agree to do so.
- (2) In addition to the penalties provided herein, and in the event of violation of the terms of this Agreement or of any rule and regulation of the Wisconsin Department of Natural Resources or the United States Environment Protection Agency, or other authority having legal jurisdiction in these matters, either party may sue in any court of record for declaratory judgment or other relief as may be provided by law.

T. **EFFECT OF AGREEMENT**

The Village and Town recognize that this Agreement is the product of a unique set of circumstances. Accordingly, it is mutually acknowledged that many of the provisions contained herein are unique unto themselves and should not be seen as precedent for any future agreement between the Village and other entities.

U. **SEVERABILITY**

If any clause, provision, or section of this Agreement be declared invalid by an Court of competent jurisdiction, the invalidity of such clause, provision or section shall not affect any of the remaining provisions.

V. **BINDING AGREEMENT**

This Agreement is binding upon the parties hereto and their respective successors and assigns.

W. **FUTURE CONTRACTING PARTIES**

In the event the Town Board creates a sanitary or utility district or districts pursuant to Sec. 60.71 (2005-2006) or Sec. 66.0827 (2005-2006), Wis. Stats., for all or part of the sewer Service Area, the Town being a contracting party, shall assign its interest in this contract to the sanitary or utility district or districts created; and the parties responsible thereafter for performance on behalf of the Town shall then be the sanitary or utility district or districts. The commissioners of the district or districts shall be required to execute an agreement wherein the district or districts agree to be bound by the terms of this Agreement. The Village shall have no obligation to serve any sanitary or utility district or districts created therein unless and until said districts become contracting parties. The Town shall remain a contracting party as to all actions that are to be performed by the Town in its governmental capacity.

Signed by the Village of Dousman this ____ day of _____ 200__.

VILLAGE OF DOUSMAN

EXHIBIT "7-1"
BOUNDARY DESCRIPTION OF SERVICE LIMITS FOR THE
TREATMENT OF WASTEWATER FROM THE TOWN OF SUMMIT

All that part of Sections 26, 27, 28, 30, 31, 32, 33, and 34, Town 7 North, Range 17 East, Town of Summit, Waukesha County, Wisconsin, bounded and described as follows (see attached Exhibit "7-2"):

Beginning at the Northeast corner of the Southeast one-quarter of said Section 27; thence North 89°50'22" West along the North line of said Southeast one-quarter, 1302 feet more or less; thence Southerly along the East line of Certified Survey Map (CSM) 3162, CSM 3163, and CSM 3161, 2649 feet more or less to a point on the North line of the Northeast one-quarter of said Section 34; thence North 89°57'30" West along said North line, 1298 feet more or less to the Northwest corner of said Northeast one-quarter of said Section 34; thence South 01°10'55" West along the West line of the Northeast one-quarter of said Section 34, 2698.63 feet to the center of said Section 34; thence South 00°51'31" West along the South one-quarter line of said Section 34, 456.34 feet to the Northerly line of U.S.H. "18"; thence Southeasterly along said Northerly line, 342.00 feet more or less to a point 330.00 feet East of the South one-quarter line of said Section 34; thence South and parallel to said South one-quarter line to the centerline of U.S.H. "18"; thence North 75°30'00" West along said centerline, 341.00 feet to said South one-quarter line; thence North 78°45'00" West along said centerline, 735 feet more or less to the intersection of the centerline of the Dousman Road right-of-way; thence Westerly along said centerline 1105 feet more or less to an angle point on said centerline; thence Northerly along said centerline 94 feet more or less; thence Westerly along the Southerly lines of Lots 13 and 14 of Still Waters Subdivision and the Southerly line of Outlot 13 of Still Waters Subdivision, 996 feet more or less to an angle point in said Southerly line; thence Southerly along said Southerly line, 169 feet more or less; thence South 89°32'12" West along said Southerly line of Outlot 13 of Still Waters Subdivision and the North line of the Southeast one-quarter of said Section 33, 2669 feet more or less to the Northwest corner of the Southeast one-quarter of said Section 33; thence North 89°52'48" West along the North line of the Southwest one-quarter of said Section 33, 2628.15 feet to the Northwest corner of said Southwest one-quarter; thence South 00°43'59" West along the West line of said Southwest one-quarter, 714 feet to a point on the Northeast line of USH 18; thence Southwesterly, 81 feet more or less to the Southwest line of said USH 18; thence Southwesterly along the Northwest line of lands designated by Tax Key SUMT 0704.997, 166 feet more or less; thence Southeasterly along the Southwest line of said lands, 137 feet more or less to a point on said West line of the Southwest one-quarter of Section 33; thence South 00°43'59" West along said West line, 1695 feet more or less to the South line of the Southeast one-quarter of said Section 32; thence North 89°12'18" West along said South line, 2666.47 feet to the South line of the Southwest one-quarter of said Section 32; thence North 88°40'21" West along the South line of the Southwest one-quarter of said Section 32, 2637.01 feet; thence South 89°39'16" West along the South line of the Southeast one-quarter of said Section 31, 2686.08 feet; thence North 89°58'53" West along the South line of the Southwest one-quarter of said Section 31, 2511.89 feet; thence North 00°37'01" East along the West line of said Southwest one-quarter, 2628.14 feet; thence North 00°37'06" East along the West line of the Northwest one-quarter of said Section 31, 2618.50 feet; thence North

-0592074 Village of Dousman Town of Summit Boundary Agreement > 100 Border Agreement > Legals > Exhibit 7-G (7-1)-Service Limits
Description-Summit Wastewater_20090317.doc-

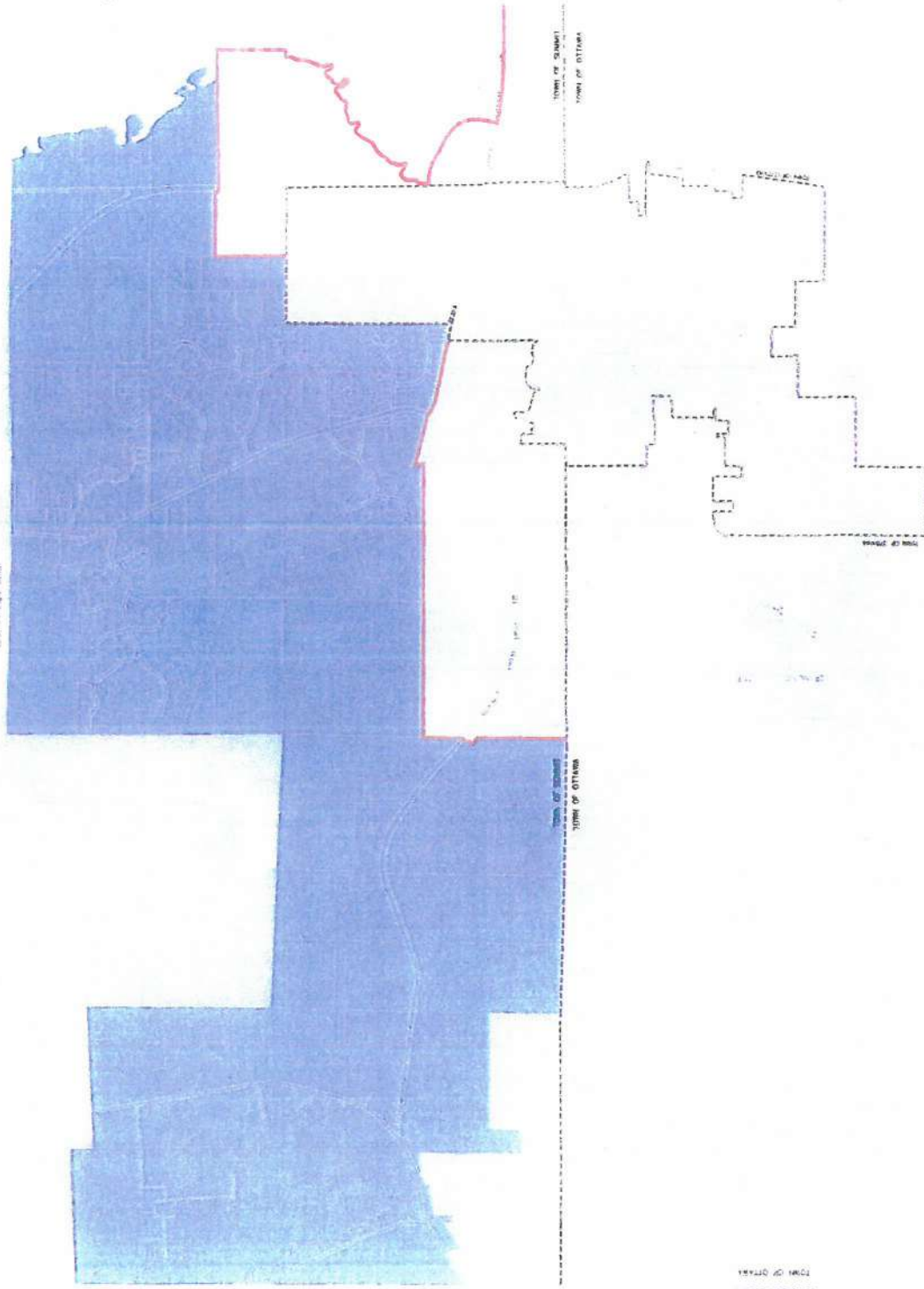
EXHIBIT "7.2"

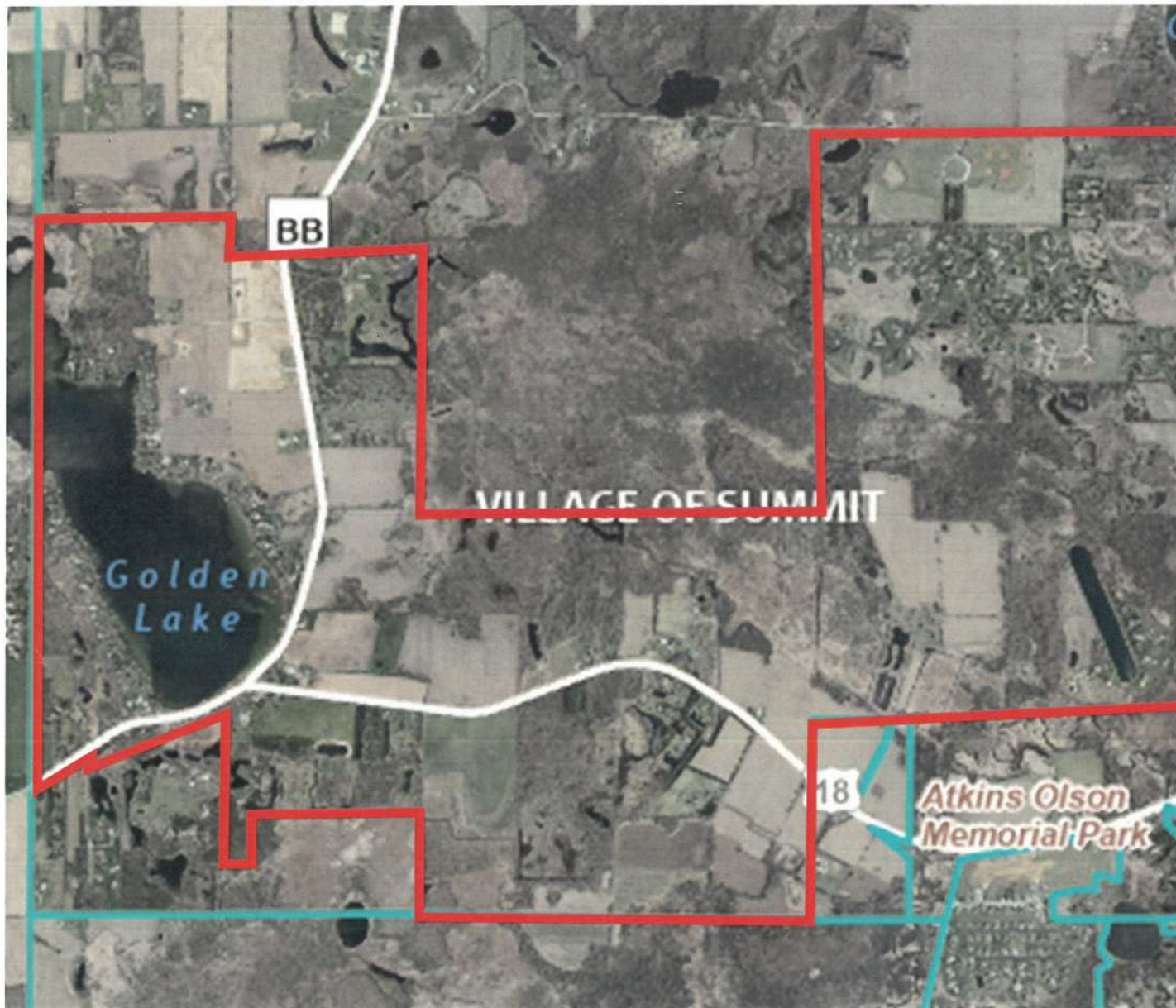
Map Depicting Boundary
Description of Service Limits
for the Treatment of Wastewater
from the Town of Summit
Per Exhibit "7.1"

Village of Doumen /
Town of Summit,
Waushara County, Wisconsin

LEGEND

- Village of Doumen 2007
Municipal Boundary
- Ultimate Village of Doumen
Municipal Boundary
in the Town of Summit
- Ultimate Town of Summit
Greater Service Area





Approximate Boundary of Ultimate Sewer Service Area taken



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

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

MEMORANDUM

To: Village Board

From: Amy Barrows, Planner

Date: October 10, 2024

Re: **Amendment to the Adopted Regional Water Quality Management Plan (Dousman Sanitary Sewer Service Area)**

SUMMARY:

In September of 2023, the Southeastern Wisconsin Regional Planning Commission adopted an Amendment to the Adopted Regional Water Quality Management Plan for the Village of Dousman to modify the Village's sewer service area. The Village of Dousman Board adopted the plan amendment on July 17, 2023. The Wisconsin Department of Natural Resources also approved the modified the plan. A public hearing was held on July 17, 2023 at the Dousman Village Hall to receive public comments. No objections were expressed at the hearing.

The plan adds approximately 147 acres in the southeast corner of HWY 67 and USH-18 to the sewer service area. The Village of Dousman's Comprehensive Plan identifies the future land use of the area as business and high-density multi-family residential (15 units/acre) in the northwest corner of the designated area and small-lot single family residential (as low as 1 unit/12,000 sq. ft.) in the remainder of the designated area.

Two areas were removed from the Village of Dousman's sanitary sewer service area, including approximately 191 acres located north of USH-18 and west of STH 67 in Sections 27 and 34 of the Village of Summit. These areas are not currently served by sanitary sewer service and the Village of Dousman did not anticipate service within the next 20 years. One of the areas is 35.7 acres in size and owned by Robert & Carol Buth Revocable Trust (533 N. Summit Ave./SUMT0684999). The property is not included in the lands to be transferred to the Village of Dousman and is planned as SF Residential 2.4-acre density residential on the Village of Summit's Land Use Plan Map. The other area consists of several properties that have already been developed with 108 homesites (including, but not limited to, Summit Meadows & Still Waters Subdivisions) that are currently served by private septic systems. This area is also not included in the lands to be transferred to the Village of Dousman. Most of the land is in the SF Residential 0.8-acre density.

V. Dousman Sewer Service Area

ATTACHMENTS:

- Amendment to the Adopted Regional Water Quality Management Plan (Dousman Sanitary Sewer Service Area)

FISCAL IMPACT: No immediate fiscal impacts. Potential loss of future development that would benefit from sewer service.

RECOMMENDED MOTION:

Acknowledge the Amendment to the Adopted Regional Water Quality Management Plan for the Village of Dousman adopted by the Southeastern Wisconsin Regional Planning Commission in September of 2023.

Professional Services Contract and Agreement for Zoning Code Text Amendment Project
Between the Village of Summit and Planning & Zoning LLC

THIS PROFESSIONAL SERVICES CONTRACT AGREEMENT (this "Agreement") is made and entered into as of the last date below signed between the Village of Summit and Planning & Zoning LLC, a Wisconsin limited liability company ("Consultant") (each a "Party" and collectively the "Parties") to supplement the existing Professional Services Contract and Agreement between the Parties for Planning Services.

This Agreement authorizes and describes the scope, services, and payment for the Zoning Code Text Amendment Project. The conditions stated in the existing Professional Services Contract and Agreement for Planning Services for 2024-2026 apply to this Agreement and are made a part hereof and are included as Exhibit A.

I. Project Scope

Consultant will advise the Village of Summit regarding potential Zoning Code Text Amendments to determine if a variety of common land uses should be added to the Village of Summit Zoning and Shoreland Protection Ordinance as a permitted or conditional use in certain zoning districts, including appropriate conditions, to proactively support the Village's long-term vision of land use development. Services will include researching baseline and benchmark data from other communities, preparation of staff reports, attendance and facilitation at advisory committee meetings, Plan Commission meetings, and Village Board meetings, and the preparation of any recommended ordinances. The project will include the involvement of an advisory committee, which will include the following members:

- Amy Barrows, Project Facilitator & Village Planner
- Debra Michael, Village Administrator-Clerk/Treasurer
- Jack Riley, Village President
- Jim Petronovich, Village Board Trustee & Plan Commission Member
- Plan Commission Member #1 (TBD)
- Plan Commission Member #2 (TBD)

The Project Scope **does not** include engineering, surveying, legal, or other services not specifically stated above, unless mutually agreed to by the Village of Summit and Consultant in writing.

Items to be furnished by Village of Summit: The Village of Summit shall provide Consultant with historical records, site plans, and such other data, information, or material reasonably requested by Consultant to perform the services required as part of this project. The Village of Summit represents and warrant that they are the owner of the furnished items and the accuracy and completeness of any information contained therein. Consultant shall not be liable for damages which arise out of the reasonable reliance on the information contained within the furnished items.

II. Detailed Scope & Estimated Cost

Task	Estimated Cost	Potential Timeframe
Task 1: Kick-off meeting with Advisory Committee • Pre-meeting preparation, including research regarding conditions from neighboring communities • Summarize results of Joint Plan Commission-Village Board Meeting • Prioritize the order of uses to be discussed (taken from prioritized uses from joint meeting) • Initial discussion regarding pros and cons of each prioritized use • Discuss public engagement needs and provide recommendations for Village Board	8 hrs Preparation + 2 hrs Meeting Time = \$1200	January 2025
Task 2: Review and provide recommendations for Priority Use #1 • Pre-meeting research regarding the use taken from other communities and other resources • Advisory committee recommends if use should be allowed, and if so, determine applicable zoning districts. • Advisory committee recommends if use should be allowed as a permitted or conditional use • Advisory committee recommends necessary conditions, keep measurable and specific if possible • Advisory committee recommends which properties apply based on above answers • Advisory committee recommends if additional public engagement is required	4 hrs Preparation + 2 hrs Meeting Time = \$720	February 2025
Task 3: Village Board meeting: Initiate text amendment application	Up to 1 hr = \$120	March 2025
Task 4: Public Hearing & Recommendation by Plan Commission	Up to 1 hr = \$120	April 2025
Task 5: Draft Ordinance	Up to 1 hr = \$120	April 2025
Task 5: Action by Village Board	Up to 1 hr = \$120	May 2025
Repeat Tasks 2-5 for each Priority Use (may combine uses)		June – December 2025

Total Estimated Cost for Tasks 1-5*	\$2,400 Tasks 1-5 for Top Priority Use up to \$8,400 for all top 6 Priority Uses	
Task 6: Prepare recommendations for text amendments that were designated as “Just Do” items during October Joint Plan Commission and Village Board meeting • Add or remove uses in zoning districts based on land use table discussion at joint meeting • Bakeries – define production area allowed • Define nurseries • Define indoor storage and distribution • Modify language for regulated household animals, animal hospitals, and review horse and beekeeping provisions • Review statutes related to wind energy conversion systems & roof-mounted satellite fixtures • Remove conversion of home use from the agricultural districts, review multiple home provisions, and consider allowing roadside stands in commercial districts • Consider provisions for solar energy conversion systems, public and quasi-public utility substations, radio towers • Add home occupation review process • Review attached/detached garages and sheds in commercial districts	Up to 10 hours = \$1,200	January – May 2025
Total Estimated Cost for ALL TASKS*	\$3,600 - \$9,600	

*Estimated Cost May Vary. The Village of Summit can eliminate or add on to tasks. Additional meetings may be required. Additional time not specified above will be charged at a rate of \$120 per hour. The Village of Summit will only be charged for the actual time spent on the project. Regular office hours may be used as time allows to reduce overall project costs.

The scope of work does not include any text amendments related to fences, lighting, or multi-family residential provisions.

III. Payment

Consultant’s billing rate will be \$120 per hour billed on a monthly basis. Materials provided by the Consultant will be considered add-on expenses.

Signed:

Date _____
Jack Riley, Village President

Signed:

Date _____
Sole Member of Planning & Zoning LLC

Amy Barrows
906 Meyers Ct.
Wales, WI 53183
abplanningzoning@gmail.com



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

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

MEMORANDUM

To: Village Board

From: Kamron Nash, P.E., Village Public Works Director

Date: November 8, 2024

Re: Department of Public Works Administrative Report

DPW Crew Activities

Cemetery Activity Summary

- One funeral/burial occurred in October, and there are two currently scheduled for November.
- One double niche, four single niches, and two grave sites were sold in October. One grave sale and one double columbarium sale are pending.
- Two deed transfers were completed in October.
- The Cemetery Board approved the 2025 budget and 2025 – 2029 Capital Improvement Plan at the November 1st regular meeting.
 - The Cemetery Board approved moving forward with a Cemetery records maintenance software program offered through Workhorse, the accounting software that the Village and utility districts have transitioned to over the past year. An implementation plan will be developed in the coming weeks.
- Staff worked the week of November 4th to tidy up the cemetery in advance of Veterans Day.

Equipment Maintenance & Repair

- Casper's Trucking completed the pre-wet system retrofit of the 2019 International patrol truck, and the unit was picked up in early November. The second retrofit for the 2014 International is underway. A change was made to the setup of the 2014 unit, and a tailgate tank system will be utilized rather than the planned saddle tank system. The tailgate unit will provide additional capacity for brine and will create consistency between the two trucks for operation. The cost difference is nominal for this change. It is anticipated that the truck will be returned by mid-November. Both trucks will be taken to Waukesha County fleet for calibration for the salt spreader and pre-wet system.

- Various repairs to DPW equipment and vehicles have been performed over the past few weeks:
 - John Deere tractor: new battery
 - Landpride mower unit (park): U-Joint and PTO shaft covers replacement
 - Air compressor (DPW Building): New motor start capacitor
 - F-450 Pickup: New steering gear box and alignment, new tires (one blown out, remaining bald), PM service
 - F-350 Pickup: PM service (including full tune-up to address missing cylinders)
 - DPW Explorer: Service to address rattling in rear end (found that rear tire lug nuts were only hand tight)
 - DPW Flatbed Trailer: New tires and rim replacement
 - JCB Loader: Replacement mirror arm, tire replacement (run flat off machine during operation)

Park Activities

- The sprinkler system for the baseball diamonds has been blown out and winterized. The restrooms will be winterized and closed for the winter in early November.

Road Maintenance Activities

- DPW staff demoed a Falcon Asphalt Reclaimer and Asphalt Hot Box Trailer the week of November 4th for the second time this year. Delafield Rd was potholed with hot mix asphalt using the trailer unit.
- Pavement repairs were completed on N Silver Cedar Rd to address an area on a curve where the pavement was significantly deteriorating. The City of Waukesha assisted our crews by providing their paver and an operator, as well as letting the Village use their milling attachment for a skid loader. DPW staff milled and prepped the area, and the City performed the paving the following day. Nearly 15 tons of asphalt were placed on the roadway.

DPW Staffing Update

Scott has been working well with DPW staff to transition into his new position with the Village. He will continue to work closely with Dave to learn the day-to-day operations before his retirement. Scott is also participating in interviews for the DPW Operator positions.

A conditional offer was made to a candidate in late October, which was ultimately declined. The candidate communicated that the primary reason for turning down the offer was the Village's PTO policy (e.g., inability to earn and bank sick days to use in the event of a medical issue or emergency). Two potential candidates have indicated that they accepted other offers or are no longer interested in the position. Administration will continue to interview qualified applicants, and two additional interviews are scheduled for November 8th and November 11th.

2024 Road Paving Program

Wolf Paving and their subcontractors completed the drainage improvement and paving work on N Venice Beach Road. They are currently addressing a few punch list items. The culvert that runs under CTH DR at the west intersection with N Venice Beach Rd was cleared and is functioning, and water levels have increased enough that there is standing water in the ditch along N Venice Beach Rd. This was anticipated, as the culvert acts as an equalizer. Waukesha

County may be performing additional vegetation removal on the south side of CTH DR that will assist with drainage.

Catch Basin Cleaning Program

Catch basin cleaning was completed the week of November 4th. A significant amount of material was removed from Lake Country Village and Interlaken Village.

**During this work, it was identified that several catch basins throughout Lake Country Village are beginning to show deterioration around the top of the concrete basin structures. It appears that wood shims were used during installation and were mortared over. The wood was left in place and has deteriorated, which is causing the mortar to come loose and curb/pavement around the inlets to sink. SEH has been contacted to investigate, and they will make a recommendation for the Village to address.*

Street Sweeping Program

The second round of street sweeping is anticipated to be scheduled in mid-November.

N Dousman Road Multi-Use Trail Extension Project

During a meeting with the N Dousman Road Multi-Use Trail Extension Project Consultant Selection Committee, direction was provided to Village staff to instruct Strand Associates to investigate changing the layout of the trail to run along the east side of N Dousman Rd for approximately 900 feet south of the existing trail segment before it transitions to the west side of the road. The purpose of this change will be to maintain the trail along parcels that do not have residences constructed on the west side of the road. Strand Associates will need to perform additional survey work for this change, and they will prepare a contract amendment for the Village Board's consideration. Staff will be working with property owners to obtain right-of-way on two parcels that currently do not have the appropriate amount of right-of-way dedicated to the Village. There will be at least one additional property in which an easement will be required at the corner of Genesee Lake Road and N Dousman Road. Strand has recommended that the project timeline be moved out to ensure that there is sufficient time for easement acquisition.

Upper Nemahbin Lake/Bark River Dredging Project

The UNLMD and their contractor have completed remediation of the remaining disturbed areas on public and private land as a result of dredging operations. SEH has reviewed, and the erosion control permit was closed out.

"Lake Street" Right-of-Way Vacation Request (Genrich's Bay Subdivision)

Nothing significant to report.

Genesee Lake Road Park Master Plan Update

Nothing significant to report.

Official Road Right-of-Way Map Update

Nothing significant to report.

National Fitness Campaign Status

The Village has fundraised a total of \$10,500 toward this campaign. No additional funds have been received since the last Village Board update.

Village Safety Program Development & Implementation

Safety Committee Meeting

A Safety Committee meeting took place on Wednesday, October 16th. The following topics were discussed at the meeting:

- Exterior and interior door numbering update for Village Hall and DPW Building.
- Safety training for 2rd and 4th quarters.
- United Heartland Loss Control Service Visit (June 27, 2024).
- ATV/UTV Safety Messaging from WDNR.
- Update on pending safety plans/policies.

The next meeting is scheduled for Monday, December 2nd at 9:00 a.m.

Continuing Education, Training, and Conferences

The Public Works Director attended the 2024 APWA Fall Conference in Sheboygan, WI October 30th – 31st, leaving the conference a day early to attend the November 1st Cemetery Board meeting.

ATTACHMENTS: None.



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

MEMORANDUM

To: Village Board

From: Kamron Nash, P.E., Village Public Works Director

Date: November 7, 2024

Re: Discussion and Action on Purchase of Asphalt Recycler & Hot Box Trailer

PURPOSE:

To request approval from the Village Board to authorize the purchase of a new 4-ton asphalt recycler and hot box trailer unit.

BACKGROUND:

As part of the 2024 budgeting process, \$40,000 of borrowed funds have been included in the 2024 CIP for the purchase of a new asphalt hot box trailer for the Village's Public Works Department. DPW staff have evaluated equipment and selected a Falcon unit based on equipment capabilities, warranty, and two demos of the unit by DPW staff. The quote (NASPO Contract Pricing) provided by Midwest Paving Equipment, Inc. is attached for reference and includes a two-year factory machine warranty and a lifetime frame warranty. Purchase of this unit will allow for increased ability for DPW staff to perform more comprehensive pavement repairs using hot mix asphalt and reclaimed asphalt materials.

RECOMMENDATION:

Village staff is recommending that the Village Board approve the purchase of the Falcon 4-ton asphalt recycler and hot box trailer at a cost of \$38,573.00 utilizing borrowed funds.

ATTACHMENTS: Midwest Paving Equipment, Inc. Quote & Equipment Specifications – 4-Ton Falcon Asphalt Recycler & Hot Box Trailer

FISCAL IMPACT: \$38,573 total purchase cost; 2024 CIP includes \$40,000 of borrowed funds

RECOMMENDED MOTION: **Motion to authorize Village staff to place an order for the purchase of a Falcon 4-ton Asphalt Recycler & Hot Box Trailer as proposed at a cost of \$38,573 in 2024 borrowed funds.**



Midwest Paving Equipment, Inc.
757 DuPage Blvd Suite 2387
GLEN ELLYN, IL 60137 US
(630) 453-0772

Midwest Paving Equipment, Inc.

Estimate

ADDRESS

Village of Summit DPW
37100 Delafield Rd
Summit, WI 53066

SHIP TO

Village of Summit DPW
37100 Delafield Rd
Summit, WI 53066

ESTIMATE # 1775

DATE 11/06/2024

EXPIRATION DATE 11/20/2024

ACTIVITY	QTY	RATE	AMOUNT
5D4TT 4-Ton Falcon Asphalt Recycler & Hot Box Trailer 12-Volt Battery Triple Wall Construction and Fully Insulated Automatic Temperature Control Diesel Burner VIP Technology - Voltage Indicator and Protector Controller Automatically Prevents Burner(s) from Operating Below Burner Manufacturer's Required Voltage One-Piece, Seamless Ceramic Combustion Chamber Independently Certified 92% Fuel Efficiency Diamond Tread Plate Hopper Access Platform Electric Brakes w/ Safety Breakaway Conspicuity Tape Included Options: Battery Charger Package Single diesel burner Dump Box (12-Volt Electric Over Hydraulic) Tandem Axle Trailer Frame - 2" x 6" x 1/4" Tubular Steel Standard frame - 16' Falcon Smart Control package includes VIP, 7-day timer, fuel level gauge, hour meter, voltmeter, and temperature gauge LED Lighting Upgrade - Two Red Stop/Tail/Turn Lights and One Amber Strobe Per Side Night Work Lights - LED Strobe Warning Light Upgrade to ST235/80R 16" Tires - Load Range E Tool Holder - 3-Positions Release agent basket	1	36,963.00	36,963.00

ACTIVITY	QTY	RATE	AMOUNT
Hopper Access Step			
Paint	1	0.00	0.00
Color Falcon Red			
Trailer Plug	1	0.00	0.00
RV plug Round Plug 7 Flat pins			
Freight	1	984.00	984.00
Freeland, MI to Summit, WI MPE to Deliver			
			Subtotal: 37,947.00
Options	1	0.00	0.00
NJP0045	1	365.00	365.00
Basket for mounting Plate Compactor (id 24" x 24")			
NJP1099A	1	261.00	261.00
Shovel Clip (Stainless Steel)			
(2) mounted Curbside Angles hopper wall			
			Subtotal: 626.00
Warranty	1	0.00	0.00
Two Year Factory, Lifetime Frame Warranty			
Falcon CCMFG	1	0.00	0.00
5 Year Combustion Chamber Maintenance Free Guaranty			
Training	1	0.00	0.00
On-site Operation and Service Training			
Manual	1	0.00	0.00
Operator, Parts and Service Manual (electronic)			
Why a FALCON?	1	0.00	0.00
Why Falcon?			
It's Versatile			
• Recycle leftover asphalt, chunks and millings (a dual burner unit is required to recycle millings)			
• Transport asphalt and keep it hot all day and hold it overnight			
• Heat and re-heat cold patch			
It's Cost-Effective			
• When used as a hot box, it eliminates asphalt waste that occurs in the back of an unheated truck bed			
• When used as a recycler, it recycles leftover asphalt and asphalt chunks torn up from the pavement			
• Independently certified 92% fuel efficiency – uses less than 3 gallons of fuel per 8-hour shift			
It's Reliable			
• VIP Technology (patent pending) – Protects burner components by automatically preventing burner from operating with low battery voltage			
• A Falcon is designed to allow the burner to run while in tow - preventing material from cooling while being transported			
• Heat management system is engineered to provide			

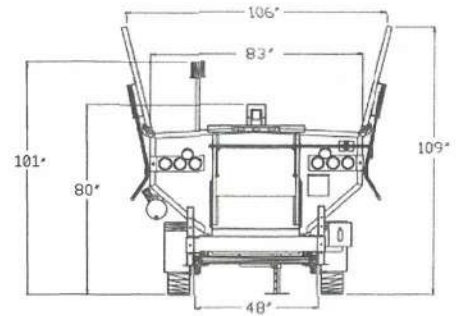
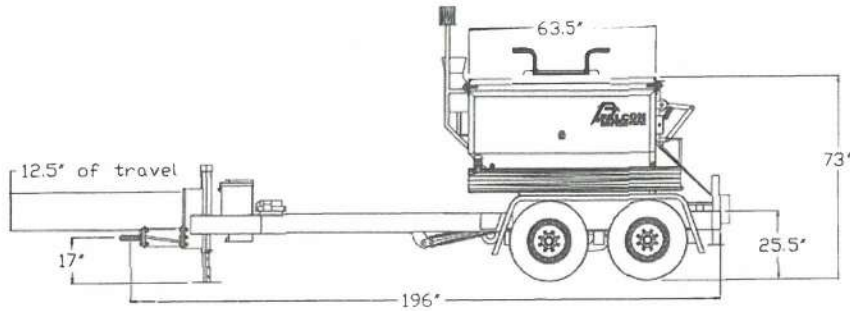
ACTIVITY	QTY	RATE	AMOUNT
even hopper temperatures – eliminating material scorching from hot spots and material hardening from cold spots • Standard 2-year machine warranty and lifetime frame warranty It's a Falcon			

***Current lead time is 60 - 75 days lead time will be verified or adjusted at time of order.	SUBTOTAL	38,573.00
***2024 NASPO CONTRACT PRICING This represents about a 10% discount from list price.	TAX	0.00
	TOTAL	\$38,573.00

Accepted By

Accepted Date

4 TON ASPHALT HOT BOX AND RECYCLER



Type	4 Ton Trailer
Capacity	8,000 lbs of material
Base Weight	4,480 lbs
Weight loaded with material	12,480 lbs
GVWR	14,000 lbs
Fuel Source	Diesel
Fuel Capacity	15 gallons on dump box - 18 gallons on fixed trailer
Burner Type	105,000 BTU Diesel Beckett burner w/electronic spark ignition
Number of burners	1 or 2
Unloading door	Insulated guillotine, 18"Hx33" W
Loading doors	Manual 63"L x 41"W
Hopper opening	106" - doors open
Width	83"
Length	16'
Height	73"
Construction	Triple wall insulated – air jacketed
	10 gauge capping channel and corner molding
	Hopper floor 1/4" steel
	Wiring is external to hopper
Axles	Tandem slipper leaf spring
Tires	8-bolt wheels w/9x16" tires
Brakes	4 wheel electric brakes with safety breakaway
Hitch	Pintle eye
Paint	Blasted and painted with two coats of epoxy primer and urethane finish
Frame	2"x6"x1/4" tubular steel frame with boxed-in and enclosed gussets
Asphalt repair areas	9'x9'x4" depth (80 potholes 1'x1'x4" depth)
Warranty	2 year machine warranty, 5 year maintenance free combustion chamber, lifetime frame warranty

Falcon Asphalt Repair Equipment

2600 W. Salzburg Rd.
Freeland, MI 48623
sales@falconrme.com

Phone: (989) 495-9332
Fax: (989) 495-9342
www.falconrme.com

WWW.FALCONRME.COM



4 TON ASPHALT HOT BOX AND RECYCLER

STANDARD:

- Battery charger package
- Automatic temperature control
- VIP technology
- One piece ceramic combustion chamber (diesel)
- Diamond tread plate hopper access platform
- Heated shoveling platform
- 12 volt deep cycle batteries
- Conspicuity tape

OPTIONS:

- Hydraulic dump function
- Dual burner recycling package
- Hydraulic loading and unloading doors
- LED light upgrades including LED arrow board
- 30 gallon tack tank with spray system and hose reel
- Basket for mounting compactor
- Wash-down system
- 24-hour or 7-day timer
- Short frame - 14'
- XL frame - 18', 20'
- Electric overnight heat
- Hoist - manual or electric
- Tire upgrade
- Propane torch with bracket
- Other customizable options available

Falcon hot boxes and recyclers give you unparalleled **versatility**. You can **transport cold mix**, keeping it warm during the winter months and making it easier to work with; you can **transport hot mix and keep it hot all day**; and you can **hold hot mix overnight**, keeping it warm for up to 48 hours. You can also **reclaim unused hot mix**, eliminating the waste of good material, and you can **recycle asphalt chunks and millings**. All of this makes Falcon the most versatile machine you can buy for pavement preservation.

All Falcon machines are built with pride in Michigan and come with the following standard features: **patented heat management system** featuring a 5-year maintenance-free combustion chamber, **large unloading door** for easy access, **patented VIP system** to eliminate damage from low voltage, a **2-year machine warranty and lifetime frame warranty**, an emphasis on **curbside safety** and easy platform work surfaces, and a durable and **reliable dump system**.

THE FALCON ADVANTAGE



Large Unloading Door
For Easy Access



Patented Heat
Management System



Platform For Safe, Easy
Hopper Access



Patented VIP - Low
Voltage Shutdown



Dump System - Pivot
Point & V-Body



Lifetime Frame
Warranty

Falcon Asphalt Repair Equipment

2600 W. Salzburg Rd.
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sales@falcnrme.com

Phone: (989) 495-9332
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WWW.FALCNRME.COM



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MEMORANDUM

To: Village Board

From: Kamron Nash, P.E., Village Public Works Director

Date: November 7, 2024

Re: Discussion and Action on Update to Mailbox Damage Policy

PURPOSE:

To present an update to the Mailbox Damage Policy for damage caused by Village equipment and vehicles and to determine whether the Village Board would consider increasing the maximum reimbursement amount for mailbox replacements based on a request by a Village resident.

BACKGROUND:

In late winter of the 2023-2024 season, a resident at the dead end of N Ringtail Road reported mailbox damage caused by a direct hit by Village equipment during a snow event. The incident was investigated, and it was determined that an operator had backed into their driveway to turn around and hit the mailbox with the truck. The mailbox was damaged too significantly for repair, and the property owner was advised that he may replace the mailbox and submit a request for reimbursement up to \$75 with receipts. In October, the property owner reached out again to staff by email to inquire about the \$75 reimbursement limit, as the Brightwater HOA requires a standard mailbox and post that totaled more than \$400 (refer to email attachment). Staff advised him that the existing policy was initially approved approximately 16 years ago, and any changes would require approval by the Village Board.

The Town Board formally adopted a written policy for damage caused during snow and ice control operations in February of 2008. This policy was reviewed by the Village Board in February of 2016, and it was reconfirmed at that time without any revisions. The property owner is requesting that the Village Board consider increasing the maximum reimbursement allowed by policy, as there are specific requirements for mailboxes in his HOA that far exceeds the \$75 amount.

Since this policy was requested to be brought in front of the Village Board, staff took the opportunity to reformat and update the policy to make it conform to more recently updated Village policies and to provide more detail, specifically related to the submittal and review process and the repair and replacement procedures process that is currently followed. Note that the previously approved maximum reimbursement amount of \$75 was not changed in the draft policy, nor were any of the criteria for approval of reimbursement. The only significant changes include the addition of a time limit for reporting of damage (within 7 days of damage),

addition of a deadline for submitting a request for reimbursement (July 1st), and changing of the policy name to "Mailbox Damage Policy" from the original "Mailbox Reimbursement Policy". The time limit for reporting is recommended to ensure that staff is able to determine the cause of damage before conditions change considerably, which gets much more difficult as time passes. The deadline for submitting expense reimbursement is recommended so that replacement is performed in a timely manner and claims are not coming in well after damage is repaired. The Village Board may choose to change other aspects of the policy at their discretion.

A survey of communities throughout southern Wisconsin was performed to collect information on their policies for mailbox damage. A summary is included as an attachment for reference. Most communities have policies similar to the Village and include the following criteria:

- Damage must be caused by a direct hit by equipment or vehicles (not snow and ice)
- Mailboxes and posts are in good condition prior to damage
- Mailboxes and posts are installed following U.S. Postal Service specifications
- Decorative or custom mailboxes are installed at the risk of the property owner, and replacements are performed with standard steel boxes and 4" x 4" posts

Most communities will reimburse up to a specific dollar amount for replacement that is performed by the property owner, although some communities do not offer reimbursement and will have DPW staff replace with standard posts and boxes. Current pricing at a local home improvement store indicates that the cost to repair a standard steel mailbox and post ranges between \$65 to \$80, and plastic mailbox and post cover kits are approximately \$20 additional. The majority of communities queried will only reimburse for standard posts and mailboxes to ensure that taxpayers are not subsidizing expensive mailboxes that are installed by property owners or that may be required by HOAs.



Architectural Mailboxes® Elite Post-Mount Mailbox

☐ Compare ☐ Add To List

Sku # 2156926

PRICE **\$17.97**

11% REBATE* **\$1.98**

PRICE AFTER REBATE* **\$15.99** each



Architectural Mailboxes® Classic 1™ Mailbox and Post Cover Kit

☐ Compare ☐ Add To List

Sku # 2150314

PRICE **\$64.97**

11% REBATE* **\$7.15**

PRICE AFTER REBATE* **\$57.82** each



Architectural Mailboxes® Stanley Black Post-Mount Mailbox

☐ Compare ☐ Add To List

Sku # 2156936

PRICE **\$44.59**

11% REBATE* **\$4.90**

PRICE AFTER REBATE* **\$39.69** each



Architectural Mailboxes® Elite Post-Mount Mailbox

☐ Compare ☐ Add To List

Sku # 2156927

PRICE **\$28.47**

11% REBATE* **\$3.13**

PRICE AFTER REBATE* **\$25.34** each

 Scottsdale 82-3/4" Treated Mailbox Post Compare Add To List Sku # 2155721 PRICE \$34.99 11% REBATE* \$3.85 PRICE AFTER REBATE* \$31.14 each	 AC2 4 x 4 #2 Ground Contact Green Pressure-Treated Timber Compare Add To List Sku # 1112227 PRICE \$16.38 11% REBATE* \$1.80 PRICE AFTER REBATE* \$14.58 each	 AC2 4 x 4 #2 Critical Structural Green Pressure-Treated Timber Compare Add To List Sku # 1112265 PRICE \$21.18 11% REBATE* \$2.33 PRICE AFTER REBATE* \$18.85 each	 AC2 4 x 4 #1 Critical Structural CedarTone Premium Pressure Treated Timber Compare Add To List Sku # 1116239 PRICE \$20.99 11% REBATE* \$2.31 PRICE AFTER REBATE* \$18.68 each
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RECOMMENDATION:

Village staff is recommending that the Village Board approve the updated policy as proposed. The Village Board may opt to change any other aspects of the policy, including the maximum reimbursement for mailbox replacements, at their discretion. The resident on N Ringtail Road is requesting that the Village Board consider adjusting the reimbursement amount to cover actual costs incurred by property owners for repair/replacement of damage for decorative mailboxes.

ATTACHMENTS:

Mailbox Damage Policy (Updated, DRAFT)

February 7, 2008 Town Board Meeting Minutes – Discussion and Action on Mailbox Replacement Policy

Mailbox Replacement Policy (approved February 7, 2008)

February 4, 2016 Village Board Meeting Minutes – Discussion and Action to Reaffirm the Mailbox Replacement Policy

Email correspondence between Village Staff and Property Owner on N Ringtail Rd (dated October 8, 2024)

Mailbox Damage Policy Survey Results

FISCAL IMPACT:

To be determined, based on Village Board direction.

RECOMMENDED MOTION:

Motion to approve the updated Mailbox Damage Policy related to repairs and replacements of mailboxes damaged by Village equipment and vehicles while performing work within Village rights-of-ways, as proposed.

	Village of Summit Policies & Procedures		
	Subject:	Mailbox Damage Policy	
	Initial Date:	February 7, 2008	Revised Date: November 14, 2024
	Approved By:	Village Board	

1.01 PURPOSE

The purpose of this policy is to provide the Village of Summit with a uniform and standardized process for claims for repairs to or replacements of mailboxes damaged as a result of being struck by Village equipment performing work within the public right-of-way (snow plowing, road maintenance, right-of-way mowing, etc.).

1.02 APPLICABILITY AND JURISDICTION

These regulations shall apply to all damage caused by Village equipment and vehicles within public right-of-way under the jurisdiction of the Village of Summit.

Claimants should contact Waukesha County for mailbox damage that may have resulted from County activities. Basketball hoops, irrigation systems, pet containment systems, fences, planted areas, and other private improvements within the Village right-of-way are not permitted, and the Village will not be liable for damage to them under any circumstances. Specialty or custom-made mailboxes may be installed at the property owner's risk, provided that they meet U.S. Postal Service guidelines for construction and installation.

1.03 IMPLEMENTATION AND ADMINISTRATION

The Village of Summit will reimburse the costs for repair or replacement of mailboxes and/or posts that have been directly hit by Village equipment or vehicles, and which were installed and maintained in conformance with U.S. Postal Service specifications for minimum height and setback from the edge of the roadway. The Village will not pay claims for mailboxes or posts that were improperly installed or maintained, or that were damaged due their inability to withstand the force of snow and ice coming off of a blow blade.

1.04 CLAIMS SUBMITTAL AND REVIEW PROCEDURES

The following procedure should be followed by property owners who believe that their mailbox was directly hit by Village equipment or vehicles within seven (7) days:

- a) Contact the Public Works Department at (262) 567-2422 or by email at dpw@summitvillage.org.
- b) Reported information should include:
 1. Claimant name and address, and mailbox property address (if different)
 2. Date and time of damage (if known)
 3. Witnesses (if any)
- c) The Public Works Department will inspect the damaged mailbox and will contact the Claimant with a determination of eligibility for reimbursement. The Public Works Director or designated representative is authorized to use reasonable discretion in resolving disputes involving unusual circumstances.

Please note that all damage must be inspected by a Public Works Department staff member for verification that damage was caused by a direct hit by Village equipment or vehicles and that the

	Village of Summit Policies & Procedures		
	Subject:	Mailbox Damage Policy	
	Initial Date:	February 7, 2008	Revised Date: November 14, 2024
	Approved By:	Village Board	

pre-existing condition and installation specifications are satisfactory before repairs or replacement are performed.

1.05 REPAIRS AND REPLACEMENT PROCEDURES

The following procedure should be followed by Village staff for repairs or replacement of mailboxes or posts which are found to be damaged by a direct hit by Village equipment or vehicles:

- a) If damage is able to be repaired by Village staff, repairs will be scheduled as soon as possible. Temporary mailboxes will be made available to residents until permanent repairs may be completed.
- b) If Village staff is unable to repair damaged mailboxes, the Claimant has the following two options for replacement of unrepairable mailboxes:
 1. Village staff will replace the mailbox and/or post with a treated 4" x 4" wood post and a standard steel mailbox when weather conditions permit. Decorative or custom mailboxes will not be replaced in kind.
 2. Claimants may replace their mailbox and/or post themselves and submit a request for reimbursement up to \$75.00. If repairs cannot be made due to frost conditions, the Claimant should still report the damage within seven (7) days, but a request for reimbursement should be made after replacement is completed provided that the submittal is made no later than July 1st.
 - i. Claimants are responsible for repairs and replacements such that the mailbox design and placement are in conformance with U.S. Postal Service Standards. U.S. Postal Service Mailbox standards are located on the USPS website at: <https://www.usps.com/manage/mailboxes.htm>. Certain installations at the edge of the road may be considered to be a safety hazard (generally massive or non-breakaway installations), and the Village may order their removal. The Federal Highway Administration recommends a post no larger than 4" x 4" wood or 2" diameter steel or aluminum pipe, buried no more than 24" in depth.

1.06 DISPUTE RESOLUTION

Should the Claimant dispute the determination by the Public Works Director or designated representative, a request may be made to place the matter on the agenda for the next available meeting of the Village Board for discussion and action.

REVISION HISTORY

02/07/2008 Initial publication.

11/07/2024 Revised.

Tim Peterson, 1303 N Jenkins Drive, Mr. Peterson is here to follow up on the meeting from six months ago. This would be on connecting the snowmobile trails from the Glacial Drumlin Trail up to the north Oconomowoc trails that are part of the state trail system. The Dousman Snow Troopers (which is the club he belongs to) has asked him to come and inquire about how we can get the trail through. Mr. Peterson has been informed that they can use the roads most of the way but need a corner of park. In the winter when there is at least six inches of snow, there would be no damage done to the bike trail or any thing underneath. Mr. Peterson's request is what process does the club go through to get the snowmobile trail through the park.

SUMMIT FIRE DISTRICT

Discussion and action on consultant services for Summit Fire District plan review and inspections

Town Manager Elling explained there was a request for proposals approved by the Town Board last month. The document was mailed on January 4, and received back four submittals. At this point, the Fire District is recommending Fire Safety Consultants Inc. and Mr. Susa may have more information.

Chairman Susa states what the committee is looking out for is the Town of Summit and the Summit Fire Department. The insurance companies want to use the cost effect approach. This company will have to work with the state approved plans and the main objective is the codes. The company has a team of individuals; one would be a project manager who will over see it. The company will send out notification and people can go along to observe. Chairman Susa would like to recommend Fire Safety Consultants.

MOTION: (Arenz, Clifford) to approve contract with Fire Safety Consultants, Inc. based on the January 20, 2008 proposal and authorize the Town Chairman to sign the contract. Carried

Discussion on delivery of new fire truck

Fire Chief Milt Wegner stated the truck arrived on January 21, and is parked at the Oconomowoc Fire Station. Training is going on right now. The truck should be in service by the end of summer. Chief Wegner stated that if anyone is interested, a date can be set-up to bring the truck over for all to see.

PUBLIC WORKS DEPARTMENT

Discussion and action on mailbox replacement policy

Highway Lead Person Miller explained how the plow trucks take down mailboxes with the plowed snow. There was an unwritten policy that the highway department does not replace them. The Public Works can not replace rotted wood and post. If drivers do hit them, the department does repair them or replace them. However the cost of some of the mailboxes are around \$300.00.

The Highway Department hasn't had any that the department was responsible for but before the department does, the department would like to have a policy in place that makes it clear that the Highway Department can send no more than a \$75.00 check to help cover some of the cost of the mailbox. If it is less than \$75.00 to replace the mailbox then the department would replace it.

MOTION: (Kraut, Clifford) to adopt the mailbox replacement policy. Carried

Discussion on Town Hall cleaning services contract

Chairman Susa stated at the last meeting the board asked him to look into this issue. JaniKing has come up with a new contract which includes a one year contract and after that it will go month to month. After 60 days, we can relieve them of their contract if not satisfied. Chairman Susa recommends trying them so Chairman Susa signed the contract. JaniKing will start on March 2, and will clean on Sunday and Wednesday evenings between the hours of 4:00 pm and 5:00 pm when there is a shift change in the police department.

Discussion and action on Sawyer Road bridge replacement program and ownership of CTH P / Bark River weir

Town Manager Elling explained the county is going to be rebuilding the bridge. The bridge will be wider so the weir will be in the way of the new facility.

Mr. Romanowski has stated to Town Manager Elling, what the county has said to the DNR is someone needs to relocate or remove this dam because the county cannot find any other owner for the fixture. Mr. Romanowski was at the meeting at the beginning of January to talk about the new bridge. As a representative of the town, the county notified Mr. Romanowski that if no owner can be found for this dam or weir, the DNR would be happy to take ownership of it for the purpose of its removal. Town Manager Elling stated that to take ownership of this dam you have to have a Lake Management District or a town or a utility district or some other taxing identity that would have the ability to control and own.

Chairman Susa stated it was built in 1936. It is a permanent fix. In the 1950's, one of the property owners down stream tried to sabotage it and strapped a piece of dynamite to it and that's why there is a chunk of it missing. Nothing has been done to it since 1936. It should be replaced at the same elevation it is now. How far back is this water effecting? Chairman Susa knows it will affect the property owners along Sawyer. It is for the betterment of the Eastern part of the Town of Summit. The dam and the weir are two different things.

MOTION: (Kraut, Arenz) to direct staff to investigate the current impact on lake levels from the weir, identify potential costs of replacement and on-going maintenance of the weir, and report at the April 3 meeting. Carried

PLAN COMMISSION

Discussion and action on site plan approval for park and ride lands at STH 67 and CTH DR after park and ride is relocated

Supervisor Riley explained part of the agreement for Summit Village Commons was to have a plan for the Park & Ride after it is relocated. So in order to fulfill that requirement this plan was approved by the Plan Commission.

MAILBOX REPLACEMENT POLICY

The Village of Summit Department of Public Works will not be responsible for damage to mailboxes that are determined to have been improperly installed, have a deteriorated post and mounting material, or were not physically struck by Village equipment.

Upon notification by the property owner, the Village will conduct an investigation of the alleged damage with investigation to be conducted by the Lead Person. Should the Lead Person determine that the damage was due to improper installation or other defects as described in paragraph one above, or in the event the damage is caused by snowplowing without a Village vehicle having struck the mailbox, the Department of Public Works will not be responsible for damage, and replacement will be at the property owner's expense. Should the Lead Person determine that Village equipment actually struck and damaged the subject mailbox, the Department of Public Works will provide a mailbox with a standard post and box unit. The post shall consist of either a treated or cedar post, depending on what was found in the investigation.

The Village shall not replace any decorative mailbox in kind. Should the investigation determine that a decorative mailbox was damaged by Village equipment, the property owner shall receive payment to apply toward replacement, with the amount not to exceed \$75.00.

Should the property owner dispute the findings of the Lead Person, he/she may request that the matter be placed on the agenda for the next available meeting of the Village Board for discussion and action.

The above policy was adopted by action of the Village Board on February 7, 2008 by a vote of ____ ayes and ____ nays.

PUBLIC WORKS DEPARTMENT

Monthly Report

DPW Lead person Miller reported on minor snow event. Met late January and went through park restrooms and came up with final punch list. Have not made the final payment yet of approximately \$15,000.00. Issues with tractor loader backhoe loses two of the four gears.

Discussion and action on snow removal procedures and policy

Lead Person Miller provided an estimate for pre-wetting main collector streets in the Village by Waukesha County staff and equipment. He estimates that each application would cost approximately \$1,216. Doesn't feel it would work well for our application in the village since the effectiveness of the material only lasts about 30 minutes after the snow falls. President Riley agreed about the pre-wetting treatment.

MOTION: (Arenz, Moran) *to approve and put into place the policy titled snow plowing and de-icing policy dated February 4, 2016.* Carried.

Discussion and action to reaffirm the mailbox replacement policy

Last storm with heavy snow, had about 15 calls about mail boxes. These were the result of the heavy snow, one was hit by village equipment and will be replaced when weather gets nicer.

Trustee Wentland stated that he appreciates that we will fix the mailbox if it is hit, but if the DPW can drive slower when there is heavy, wet snow and not hit mailboxes that would be ideal.

MOTION: (Arenz, Moran) *to reconfirm the approved written policy as presented.* Carried. Wentland opposed.

Discussion and action on specifications for 2016 road program

MOTION: (Arenz, Piefer) *to approve specifications for the 2016 road work and advertise for bids.*

Trustee Wentland stated again as in the past, that the Summit Park parking lot should have the cutouts cut out, will not vote for this if it isn't changed. Administrator Elling explained that the Plan Commission would have to approve that change to the plan.

Trustee Piefer stated that we require this parking lot layout of all other commercial developments and as we start breaking our own rules for ourselves we have to think about how it will affect the other developments in the future.

AMENDED MOTION: (Arenz, Piefer) *to clarify that the specifications for the park parking circle be reviewed and revised by the plan commission and brought forward to DPW for the bid.*

Carried.

Kamron Nash

From:
Sent: Tuesday, October 8, 2024 1:16 PM
To: Kamron Nash
Subject: Re: Mailbox Replacement

Follow Up Flag: Follow up
Flag Status: Completed

Kamron,

The mailpost assemblies throughout the Brightwater subdivision are from a company called Walpole Outdoors. Their website is shop.walpoleoutdoor.com. Our style mailpost is a combination of the "Twin Star" (\$367) and the "St. Andrews" (\$537) models. The mailbox itself is "The Aluminum Strongbox" (\$179).

Please let me know if you need anything else.

Thanks,

On Oct 8, 2024, at 9:15 AM, Kamron Nash <pwdirector@summitvillage.org> wrote:

Hi,

Thanks for following up. I do intend to bring the topic of mailbox reimbursement in front of the Village Board for consideration. My intent had been to add to an agenda earlier this year, but I have not had time to put information together yet. Since winter is quickly approaching, I will add this to the November 14th meeting agenda.

Would you be able to send me information related to the specific style of mailbox/posts that the HOA requires? This would be helpful information to the Board, as your subdivision may not be the only one requiring a higher end mailbox.

Thank you,

Kamron E. Nash, P.E.
Public Works Director
Village of Summit
37100 Delafield Road | Summit,
WI 53066
262-567-2757 main | pwdirector@summitvillage.org
<https://summitvillage.org/>
Pronouns: she/her/hers

-----Original Message-----

From:
Sent: Tuesday, October 8, 2024 8:30 AM
To: Kamron Nash <pwdirector@summitvillage.org>

Subject: Mailbox Replacement

Kamron,

Hello, my name is . I live at N. Ringtail Rd. Last winter our snow plow driver hit our mailbox with his blade. I spoke with you, at the time, and you informed me that the village policy was to pay up to \$75 for repairs to mailboxes damaged by contact with snowplows. I informed you that the standard mailbox/posts required by the Brightwater HOA cost significantly more than that. At that time, you had indicated that the \$75 amount had been in place for awhile and that you would "run it by the board" to determine if that amount was still thought to be appropriate.

Since that time, I spent about 4 hours putting more permanent repairs in place. The cost of the materials for these repair was over \$400.

Has the board increased the repair/replacement amount?
How do we go about getting compensated for our loss?

Sincerely

2024 Mailbox Damage Reimbursement Policy Survey

Municipality	Policy	Max. Reimbursement	Type of Damage	Days to Report	Notes
City of Baraboo	Yes	\$ 45.00	Hit by plow (not snow)	N/A	DPW built a device that measures setback of mailbox; if not set to USPS standards, no reimbursement. Will report with standard steel mailbox and treated 4x4 post, or owner may submit claim for reimbursement and install themselves.
City of DeForest	Yes	\$ 100.00	Hit by plow (not snow)	2	Homeowner responsible for repair/replacement.
City of Delafield	No	N/A	Hit by plow (not snow)	N/A	Informal unwritten policy. Will only take responsibility from direct hits by equipment, and will not consider repair if box/post is in poor condition. Will offer temporary mailbox in interim until repairs made. When City does take responsibility, DPW will perform repairs/replacement. No reimbursement offered, and generally will stick to repairs/replacement at a cost under \$100 total.
Village of Dousman	Yes	\$ 50.00	Not specified	N/A	DPW staff will attempt to make repairs. If unable, up to \$50 reimbursement. Looking at updating policy.
City of Janesville	Yes	\$ 75.00	Hit by plow or snow	30	Reimbursement requests must be received by July 1st (30 day report of damage still applies). DPW staff must inspect damage, and USPS installation criteria must be met for approval. Repairs and replacements performed by DPW staff with standard box and post or by owners. Temporary mailboxes are available for use until repairs may be made.
Village of McFarland	Yes	\$ 50.00	Hit by plow (not snow)	2	DPW staff make repairs and will replace with standard box and post if repairs are not possible. Damage must be verified by inspection and mailboxes must meet USPS specifications, and temporary mailboxes will be offered until repairs can be made. If owners desire more elaborate mailbox, \$50 reimbursement.
City of Middleton	Yes	\$ 80.00	Hit by plow (not snow)	7	Claims for mailboxes or posts not properly installed per USPS specifications are denied. Inspections must be performed prior to approval for reimbursement, and property owners must perform their own repair/replacement. DPW staff will auger new hole for post at owner request. City has taken stance that taxpayers at large should not assume risk of damage to very expensive mailboxes installed by property owners or required by HOAs.
City of Milton	Yes	N/A	Not specified	Not specified	DPW staff will install a temporary mailbox if damaged by snow removal operations and will make repairs in spring. Replace with a basic metal mailbox on a post.
Village of Mount Horeb	Yes	\$ 75.00	Hit by plow (not snow)	7	Inspection is required before repair/replacement is approved. Mailboxes must be installed per USPS specifications. Temporary mailboxes are provided until repairs can be made. DPW will repair or replace with a standard box and post, and any repairs made by owners can be reimbursed up to \$75 after a post-repair or post-replacement inspection is completed.

2024 Mailbox Damage Reimbursement Policy Survey

Municipality	Policy	Max. Reimbursement	Type of Damage	Days to Report	Notes
City of Oconomowoc	Yes	N/A	Hit by plow (not snow)	within reasonable timeframe	Soft policy determined by Director. DPW repairs what they can and to the greatest extent try to match existing for replacements. Direction has been to repair all damage to avoid argument with citizens over fault and responsibility. Must report within reasonable time (e.g., not July), and operators will report damage right away so that temporary mailboxes can be placed. Would like to implement a policy where letters are sent proactively to residents with mailboxes not compliant with USPS specs and installation advising them to remedy or repair/reimbursement would not occur.
Village of Oregon	Yes	\$ 100.00	Hit by plow (not snow)	N/A	Inspectors must be able to determine if damaged by plow, or claim denied. Operator who damaged responsible for repair/replacement work. Will replace with standard box and post.
City of Pewaukee	No	N/A	Not specified	N/A	City has historically repaired or replaced all damaged mailboxes, attempting to replace as close to original as possible (difficult and costly at times). Staff would like to implement a more restrictive policy and are in the process of inventorying all mailboxes with the intent to notify owners of issues so that they may be corrected.
City of Portage	Yes	N/A	Hit by plow (not snow)	N/A	DPW staff currently replace damaged mailbox in kind or as close as possible. Temporary mailboxes are used until work can be completed. Policy currently being updated to only replace mailboxes that are actually struck by plow (not snow/ice) with a standard box and 4x4 post and to deny claims for rotted posts/questionable anchoring systems.
City of Stoughton	Yes	\$ 100.00	Hit by plow (not snow)	10	Mailbox must be in good condition (no rotting or unsecured posts or boxes) and meet USPS height/setback requirements. DPW staff will make repairs or replace with standard box/post. Will not replace/reimburse if rotted post.
Village of Summit	Yes	\$ 75.00	Hit by plow (not snow)	N/A	DPW staff will repair or replace mailbox damaged by plow with standard box and post after inspection determines plow struck and damaged mailbox. Disputes must go to Village Board for resolution.
City of Waukesha	Yes	\$ 250.00	Not specified	10	Reimbursement only covers materials (no labor) and must be like previous mailbox. City provides temporary box until repairs are made. Inspection must be made before reimbursement is approved, and City has first option to make repairs. Annually repair/replace 50+ mailboxes. Would like to implement a notice to property owners (given out on rainy days) that mailboxes are not in compliance or need maintenance to qualify for repairs.

2024 Mailbox Damage Reimbursement Policy Survey

Municipality	Policy	Max. Reimbursement	Type of Damage	Days to Report	Notes
Village of Waunakee	Yes	\$ 50.00	Not specified	N/A	DPW will repair/replace with standard materials or owners may replace and receive reimbursement with proof of receipt. Claims must be received by May 1st and mailboxes must meet placement guidelines.

*Waukesha County municipalities shaded green.



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

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

MEMORANDUM

To: Village Board

From: Kamron Nash, P.E., Village Public Works Director

Date: November 7, 2024

Re: Discussion and Action on Acceptance of Retirement of Dave Dzomba, DPW Operator

PURPOSE:

To receive Village Board acceptance of the notice of retirement provided by Dave Dzomba, DPW Operator.

BACKGROUND:

Dave Dzomba provided notice on October 29, 2024 that he intends to retire from employment with the Village of Summit, effective December 31, 2024. A copy of the retirement notice has been attached for reference.

RECOMMENDATION:

Village staff recommends that the Village Board accept the notice of retirement from Dave Dzomba, DPW Operator, and wish him well with his upcoming retirement.

ATTACHMENTS: Retirement Notice Letter from Dave Dzomba (dated October 28, 2024)

FISCAL IMPACT: Any accrued PTO and compensatory time that has not been utilized by the end of the year will be paid out in full (amount to be determined).

RECOMMENDED MOTION: **Motion to accept the retirement notice of Dave Dzomba, DPW Operator, effective December 31, 2024.**

10/28/2024

TO: Village of Summit
Kamron Nash, Debbie Michael, Village Trustees

I will be retiring the end of the year with my last day of employment being December 31, 2024.
I thank the Village for giving me the opportunity to serve for 25 years. It has been a pleasure
serving the residents during this time.

Thank you,

David A Dzomba

David A Dzomba

rec'd 10/29/24
from Kamron
am



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

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MEMORANDUM

To: Village Board

From: Kamron Nash, P.E., Village Public Works Director

Date: November 8, 2024

Re: Discussion and Action on a Proposed Resolution in Recognition of Dave Dzomba for 24 Years of Service to the Village of Summit

PURPOSE:

To receive Village Board approval of proposed Resolution No. 24-467 recognizing the over 24 years of service by Dave Dzomba, Department of Public Works (DPW) Operator.

BACKGROUND:

Dave Dzomba began his employment with the Town of Summit in December of 2000 as a Public Works Crew member and has continued as a valued member of the Department of Public Works for the past 24 years. Dave has consistently performed his job duties with professionalism and diligence, exhibiting a strong work ethic and commitment to the Summit community.

Dave's retirement will be effective on December 31, 2024. Daves's strong work ethic devotion to his teammates and the community will be missed. We wish Dave the best with his retirement!

RECOMMENDATION:

Dave was a valued member of the Village of Summit team and should be recognized for his more than 24 years of service to the Village of Summit. Village staff recommends that the Village Board adopt Resolution No. 24-467.

ATTACHMENTS: Resolution No. 24-467 Resolution Recognizing Dave Dzomba for his Employment at the Village of Summit (DRAFT)

FISCAL IMPACT: None

RECOMMENDED MOTION: Motion to adopt Resolution No. 24-467 Recognizing Dave Dzomba for his Employment at the Village of Summit.

RESOLUTION NO. 24-467

RESOLUTION RECOGNIZING DAVE DZOMBA FOR HIS EMPLOYMENT AT THE VILLAGE OF SUMMIT

WHEREAS, Dave Dzomba began employment with the Town of Summit on December 4, 2000 as a Public Works Crew member and continued to diligently serve the Village for 24 years; and

WHEREAS, Dave has provided notice that he intends to retire from his position with the Village effective December 31, 2024; and

WHEREAS, Dave has consistently provided excellent service to the residents, visitors, and fellow employees of Summit by serving as member of the Department of Public Works team; and

WHEREAS, Dave has supported the Town/Village through changes in staffing, policies and procedures, Village facilities, and various other general changes that take place in a workplace and community over 24 years; and

WHEREAS, Dave's participation in various emergency response situations, including severe weather and flooding events, greatly assisted the community's response and recovery during and after each event; and

WHEREAS, Dave has demonstrated conscientious devotion to the duties of his position throughout his tenure with the Town/Village; and

WHEREAS, Dave has earned the admiration and respect of Summit residents and his fellow employees for his dedication, professionalism, and hard work; and

WHEREAS, it is desired that such commendable service to the Village of Summit be properly recognized.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the people of the Village of Summit, through the Village Board of the Village of Summit, Waukesha County, Wisconsin, do express their grateful appreciation to Dave Dzomba for his 24 years of loyal public service and our congratulations on his well-earned retirement.

Adopted this 14th day of November, 2024.

VILLAGE OF SUMMIT

APPROVED:

Jack Riley, Village President

ATTEST:

Debra J Michael, Village Administrator-Clerk/Treasurer



Village Hall, 262-567-2757
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www.summitvillage.org

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

MEMORANDUM

To: Village Board

From: Kamron Nash, P.E., Village Public Works Director

Date: November 8, 2024

Re: Discussion and Action on Salt Brine Storage Tank and Pumping System

PURPOSE:

To request direction and approval from the Village Board for the installation of a salt brine storage tank and pumping system.

BACKGROUND:

2024 Budget/CIP Approval

As part of the 2024 budgeting process, \$5,000 was included in the CIP for 2024 for a brine storage tank and pumping system. During the budget/CIP approval process, there was an error made in which funding for the CIP item was not transferred to the operating budget (Public Works Snow & Ice). As such, the approved levy did not include \$5,000 for this expenditure under the Public Works Snow & Ice budget. With the completion of the pre-wet system conversion on the remaining two patrol trucks and the upcoming winter season, staff would like to continue efforts to purchase and install a storage tank and pumping system this year.

Project Scope

The initial intent of this project was to get a simple brine storage system that holds a nominal quantity of brine installed to eliminate the need for staff to travel back and forth to a neighboring municipality to fill their pre-wet tanks. In the future, a larger, more robust system could be installed as the Village expanded the use of brine. The initial ask was for the following components with cost estimates:

- 3,400-gallon poly tank (\$2,900)
- Basic, gas-powered pump (\$1,000)

With the completion of the pre-wet conversion project and the anticipated addition of a new 1-ton truck and anti-icing unit in 2025 and 2026, respectively, staff would like to increase the capacity of the storage tank to eliminate the frequency of required deliveries and to install an electric pump that is more appropriate and reliable for this type of application.

There are two tank sizes that are more adequately sized for the Village's anticipated brine use:

- 5,150-gallon poly tank (\$6,200)
- 6,250-gallon poly tank (\$6,500)*

With the upgrade to a poly self-priming centrifugal pump, the cost of the pump will be higher and there is a need to run electrical to the pump from the DPW Building. This pump and installation would build in reliability and longevity to the pumping system, eliminating additional maintenance and downtime. The anticipated costs for this change in the system include the following expenses:

- 2" self-priming centrifugal pump (\$2,070)
- Electrical service installation (\$4,300)*

**Note that this includes exterior trenching of electrical from the DPW Building to be completed by DPW staff. Cost is based on two quotes that have been received for work, and additional quotes have been solicited.*

The following options are available, if the Village Board approves implementation in 2024:

Option 1 – Purchase and install 3,400-gallon tank and gas pump (est. \$4,000)

Option 2** – Purchase and install 5,150-gallon tank, upgraded pump, electrical (est. \$12,700)

Option 3** – Purchase and install 6,250-gallon tank, upgraded pump, electrical (est. \$13,000)

**Note that the 6,250-gallon tank is 194" in height, while the 5,150-gallon tank is 161" in height. The tank that is selected may depend on a determination from the Plan Commission.*

The Village Board may also consider delaying the project to 2025 and approving an amendment to the 2025 Village Budget and 2025 CIP.

Funding Considerations

Due to the relatively mild winter last year, the Village did not have to purchase the 75 tons of vendor reserve salt that was included in the 2024 operating budget. There is currently \$12,000 of funding that is not anticipated to be expended this year in the Public Works – Snow & Ice Control budget that may be used to cover project costs. This amount takes into consideration some anticipated additional expenses for 2024 for winter maintenance, including purchasing of brine, plow blades, and route markers. The Public Works – Road Maintenance budget is also anticipated to be under-expended in 2024 due to the extended amount of time that the DPW has been short-staffed and the limited ability to perform road work. Staff believes that there is sufficient funding available in these two Public Works operating accounts to cover the costs of the upgraded project in full.

RECOMMENDATION:

This project ultimately has to be reviewed and approved by the Village Plan Commission before it is implemented. If the Village Board authorizes staff to move forward with one of the options listed above for completion in 2024, staff will add the project to the November 21st Plan Commission meeting agenda. Staff recommends that the Village Board approve Option 2 or Option 3, depending on the outcome of any requirements by the Plan Commission with regard to tank height.

ATTACHMENTS: Contree Sprayer & Equipment Co, LLC Quote & Tank Specifications

FISCAL IMPACT: Up to \$12,300 total purchase cost, depending on Village Board direction.

RECOMMENDED MOTION: To be determined, based on Village Board approval.

Printed: 10/23/2024 8:15:51 AM

Store: 1

Contree Sprayer & Equipment Company, LLC
W9898 Jackson Rd.
Beaver Dam, WI 53916
Tel. (920) 356-0121 Fax (920) 356-0228

Page 1

Sales Order #67375

Ordered: 10/23/2024
Associate: Kevin

Bill To: Village of Summit
Village of Summit
37100 Delafield Road
Summit, WI 53066

Order Status: Quote

INSTRUCTIONS: Scott Quote

Qty	Description 1	Description 2	Bin #	Price	Disc %	Ext Price
1	VT3000-90	3000 gallon vertical tank 91" Dia x 120" tall	YARD-E & W	\$2,500.00	29.08%	\$2,500.00
1	VT3400-102*	3400 gallon Poly vertical tank 585 lbs	YARD-E & W	\$2,900.00	28.82%	\$2,900.00
1	VT5150-102+*	5150 gallon vertical tank. 102" diameter x 161" tall Weight 1350 lbs.	YARD-W	\$6,200.00	28.32%	\$6,200.00
1	VT6250-102+*	6250 gallon vertical tank 102" diameter x 194" tall standard w/ 3" fitting 1550 pounds	YARD-W	\$6,500.00	31%	\$6,500.00
1	200PH-5	2" Poly Pump GX160 5HP Honda Eng.		\$850.00	47.47%	\$850.00
1	234M220PBE51CON	220 series Manifold poly pedestal pump with 5hp Single phase motor and base plate		\$1,978.40	50%	\$1,978.40
1	PSP-3240-E5T1B	2" POLY Self priming wet seal, centrifugal, 5 HP TEFC, 1 PH, w/base		\$2,070.00	40%	\$2,070.00

Total Qty Ordered: 7 0 7

Printed: 10/23/2024 8:15:51 AM

Page 2

Store: 1

Contree Sprayer & Equipment Company, LLC
W9898 Jackson Rd.
Beaver Dam, WI 53916
Tel. (920) 356-0121 Fax (920) 356-0228

Sales Order #67375

Ordered: 10/23/2024

Associate: Kevin

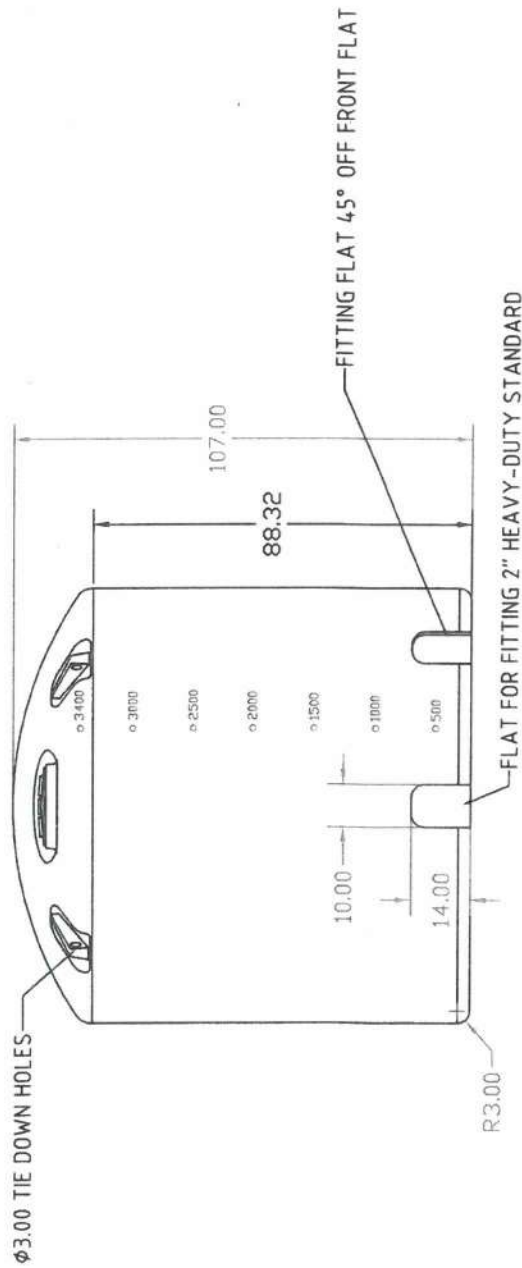
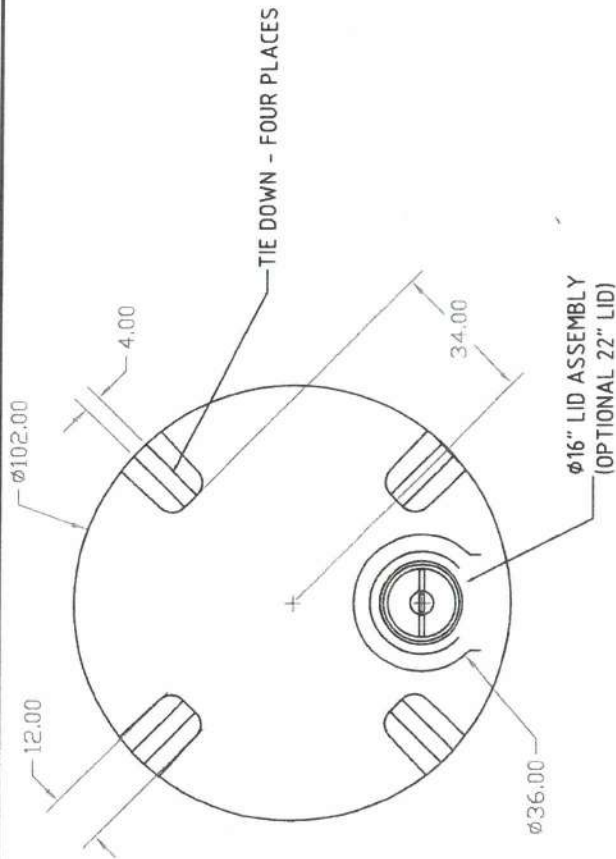
Percent Unfilled: 100

	Subtotal:	\$22,998.4
Exempt	0 % Tax:	+ \$0.00
	TOTAL:	\$22,998.4
	Deposit Balance:	\$0.00
	Balance Due:	\$22,998.4

PROPRIETARY DATA

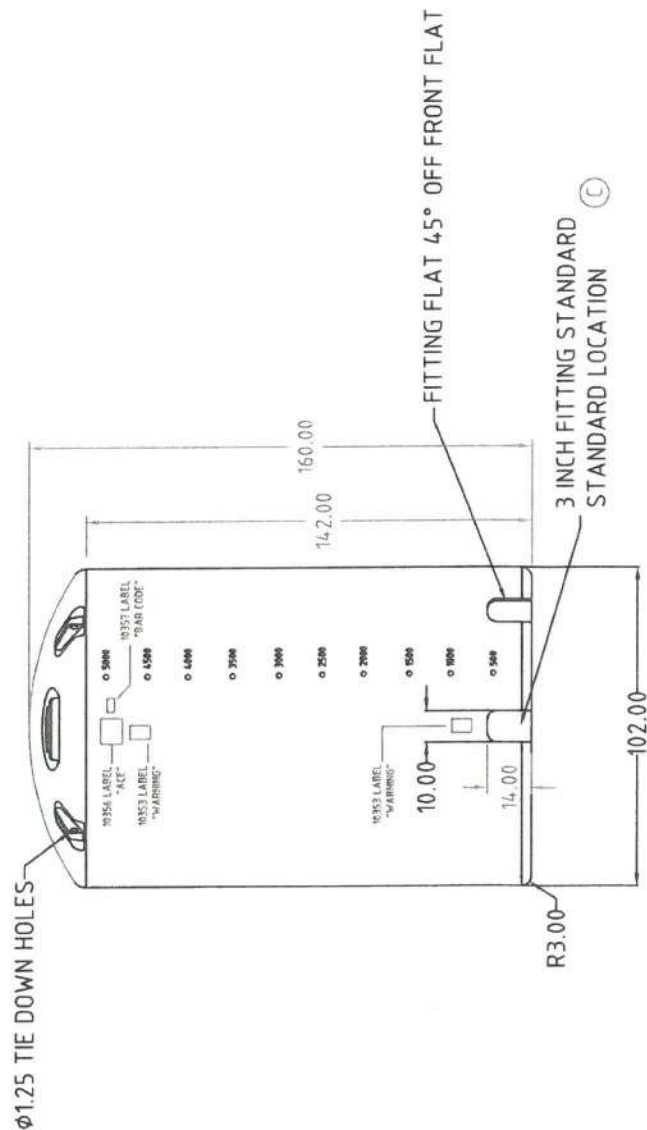
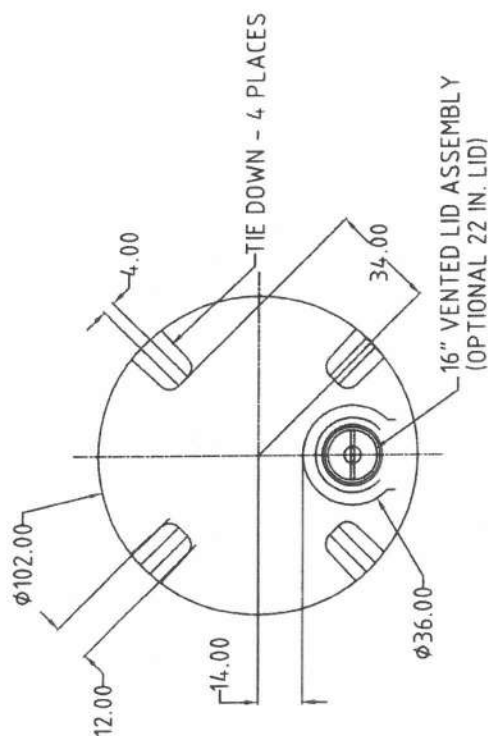
PROPERTY OF ACE ROTO-MOLD MFG. INC. INFORMATION FURNISHED HEREIN IS THE PROPERTY OF ACE ROTO-MOLD MFG. INC. AND SHALL NOT BE USED, DISCLOSED TO OTHERS, OR COPIED WITHOUT THE EXPRESSED WRITTEN CONSENT OF ACE ROTO-MOLD MFG. INC. ALL RIGHTS RESERVED.

VT3400-102



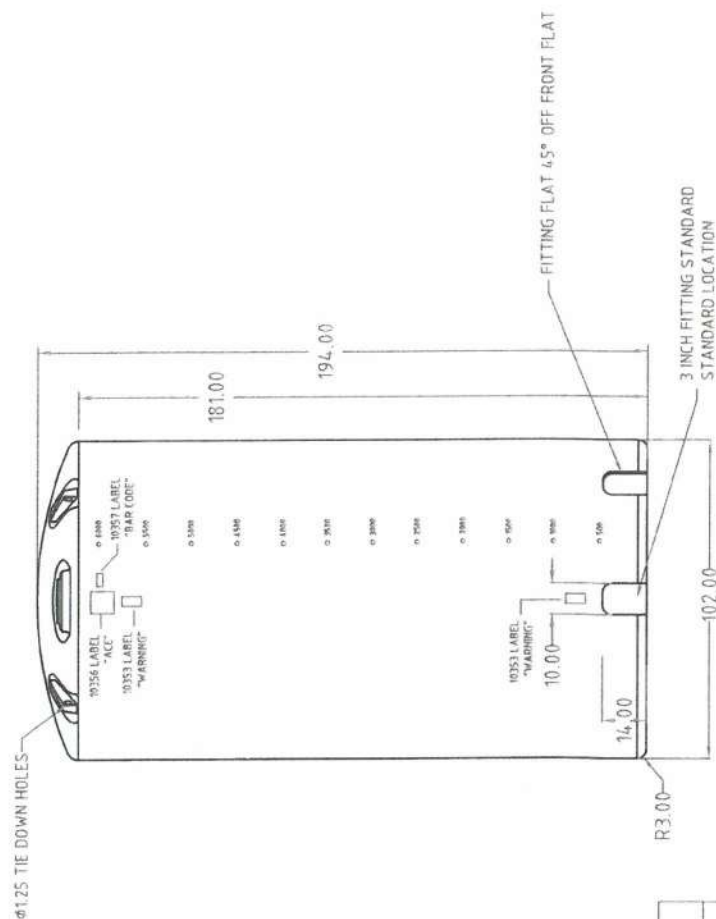
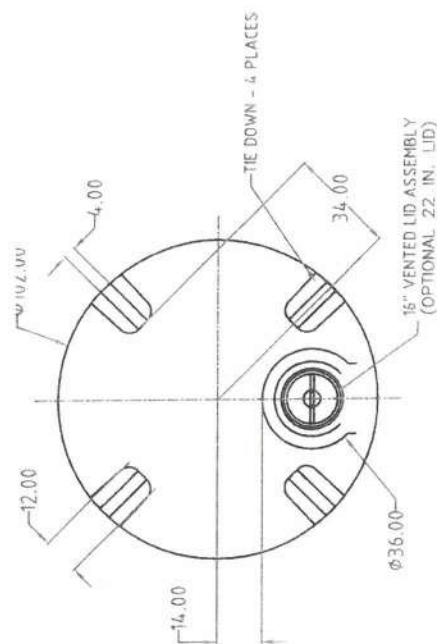
ACE ROTO-MOLD				CLIENT / DESCRIPTION	
A DIVISION OF DEN HARTOG INDUSTRIES, INC. 4018 HWY. 60 BLVD., BOX 421, HOSPERS, IOWA 51238				3400 GALLON VERTICAL TANK	
MATERIAL				SCALE N.S.	
HDPE OR EQUIVALENT REFERENCE MATERIAL DATA SHEET FOR SPECIFIC PROPERTIES.				PART NO. VT3400-102	
NOTES: 1. BLACK, WHITE, OR YELLOW COLOR 2. SHOT WEIGHT 585 LBS. 3. .50 THICK AT FLAT					
DRAWN / DATE DHJ 05/09/03					
APPROD. / DATE ADH 11/20/07					
THIRD ANGLE PROJECTION ANSI 14.5					
ALL DIMENSIONS ARE IN DECIMAL INCHES TOLERANCES UNLESS OTHERWISE SPECIFIED ± 1% @ 68° F					
EV DESCRIPTION					
DATE					
APPROD					

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	CHANGED STANDARD FITTING FROM 2" TO 3"	3/30/19 D.H.J.	2013	DRAWN / DATE	MATERIAL	 Den Hartog I N D U S T R I E S I N C . Ace Refo-Mold Injection Molding Blow Molding Sawtoy 4010 HOSPERS DRIVE S. BOX 425, HOSPERS, IOWA 51738-0425	5150 GALLON VERTICAL TANK	PART NO.	ATE1EA 102
3	ADDED FITTINGS	9/30/03		EVAN 3/28/95	HDPPE OR EQUIVALENT				
A	WAS 24"	9/30/03		APPRD. / DATE					
V	DESCRIPTION	BY / DATE	CCN	NVE 8/31/05					
ALL DIMENSIONS ARE IN DECIMAL INCHES. TOLERANCES UNLESS OTHERWISE SPECIFIED		THIRD ANGLE PROJECTION ANSI 15.5M		SHOT WEIGHT:	NOTES: 1. WHITE, BLACK, OR YELLOW COLOR 2. 0.7% WALL @ FLAT				
POLYETHYLENE	METAL DECIMAL ± .125" FRACTION ± 1/4"			SHIPPING WEIGHT:					
				FINISH					

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DRAWN / DATE	REH/5/8/98	MATERIAL	HDPE DR EQUIVALENT
APPRD. / DATE	DHJ 8/31/05	NOTES	1. WHITE, BLACK, DR YELLOW COLOR
SHOT WEIGHT:	1550		2. 0.74 WALL @ FLAT
SHIPPING WEIGHT:	1552		
FINISH:			



Den Hartog

ACE Roto-Mold Injection Molding Blow Molding Sowjoy
4010 HOSPERS DRIVE S. BOX 425, HOSPERS, IOWA 51238

6740-0271C XMA01, 20020117, 27% XOD, 2.74100 GUS, 0.001000 GUS

6250 GALLON VERTICAL TANK

SCALE	NS	PART NO.
-------	----	----------

VT6250-102



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

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

MEMORANDUM

To: Village Board

From: Chief Michael Hartert

Date: October 25, 2024

Re: Dousman Agreement for Police Services

BACKGROUND: The Village of Dousman entered into a contract with the Village of Summit to provide police services to their jurisdiction. The current contract was approved by both Village Boards in 2020 and remains in effect until 2027. Each year the fee charged to Dousman for this service is reviewed and modified.

For the year 2025, we requested a 6% increase. The Dousman Village Board met and determined that they were only able to afford a 4% increase. Per the contract, if an agreement cannot be reached, the default is the Consumer Price Index (CPI-U) in May. That figure was 3.3%.

ATTACHMENTS: Contract, Letter from Dousman

FISCAL IMPACT: The contract cost will increase by 4%, to \$464,665.

RECOMMENDED: Motion to approve the 2025 Police Services contract with the Village of Dousman.

**AGREEMENT FOR THE PROVISION OF
POLICE SERVICES FROM THE VILLAGE OF SUMMIT
TO THE VILLAGE OF DOUSMAN**

WHEREAS, Section 61.65, Wisconsin Statutes provides that a village may, if it has a population of less than 5,000 people, provide police service; and

WHEREAS, the Village of Dousman (Dousman) is a municipal corporate entity with a population of less than 5,000 people which has contracted with the Village of Summit to provide this police service from November, 2011; and

WHEREAS, the Village of Summit (Summit) is immediately adjacent to Dousman and it operates a police department with coverage 24 hours a day, seven days a week; and

WHEREAS, Dousman and Summit have entered into other agreements for the provision of services and the establishment of permanent boundaries; and

WHEREAS, Summit is willing and able to continue to provide police protection service in Dousman.

NOW THEREFORE, the Village of Dousman and the Village of Summit hereby agree as follows:

I. SCOPE OF POLICE SERVICE

Summit shall provide police service within the corporate boundaries of the Dousman 24 hours a day, 7 days a week, 365 days per year.

Staffing:

1. A police officer shall be on patrol within Dousman's corporate boundaries an average of 10 hours per day and will be the first responder to all dispatched events in Dousman. The Village of Summit Police Chief will ensure adequate police presence in the Village of Dousman.
2. The Summit Police Chief shall have the discretion as to the assignment of personnel and the hours in which the officer(s) shall be on patrol within Dousman's corporate boundaries in fulfillment of the 10-hour per day (average) service.
3. The following specific services shall be provided by Summit, subject to reasonable discretion of the Chief:
 - a. Summit shall provide support services to any and all Neighborhood Watch programs within Dousman.
 - b. Summit shall routinely patrol the Dousman business district by foot, engage in public relations with business owners and use reasonable efforts to ascertain business key holders, alarm and after hour contact information.
 - c. Summit shall provide business door checks during non-business hours.
 - d. Summit shall provide patrol services at Dousman schools during morning and afternoon drop off/pick up times.
 - e. During Dousman civic events, at the request of Dousman, and subject to availability, Summit shall schedule multiple officers to fulfill its service obligations. By way of example, Dousman may request and Summit may provide 2 officers during the same 8 hour time period, which would meet the average service obligation.

- f. The Chief or designee will generally have office hours and be available to Dousman citizens at the Summit Village Hall. Special appointments may be arranged for meetings at the Dousman Village Hall.
- g. The Chief or designee will appear monthly at Village Board meetings to report to the Village Board.
- h. The Village of Dousman President, Village of Summit President and the Village of Summit Police Chief agree to meet annually to review services.
- i. Detective services will be provided as needed per the direction of the Chief.

II. EQUIPMENT

The Village of Summit shall use only equipment and vehicles owned by the Village of Summit when providing police services to the Village of Dousman. The Village of Dousman claims no interest in the equipment or vehicles owned by the Village of Summit to provide police services to the Village of Dousman.

III. AGREEMENT TERMS

A. Duration.

This agreement shall run for six years commencing on January 1, 2021. A new contract for police services may be entered into by the parties at any time prior to or upon the expiration of this Agreement.

B. Compensation.

1. Dousman shall pay Summit the amount of \$464,665 by February 15, 2025, for the 2025 year of service under this Agreement.
2. Village of Summit will provide a written proposal for each following year by July 1st.

3. If an agreement on cost to the Village of Dousman cannot be reached by October 1st, the cost for service in the following year will increase at the rate of the Consumer Price Index for all Urban Consumers (CPI-U) before seasonal adjustments published by the U.S. Department of Labor, Bureau of Labor Statistics, in May for the previous 12 months or 2%– whichever is larger.

IV. ASSETS AND LIABILITIES

There shall be no division of Dousman's assets or liabilities with Summit and Summit shall not pay for any asset or liability except as provided below.

- A. In the circumstance where the Village of Summit would receive Asset Forfeiture monies (regardless of the jurisdiction in which the seizure occurred) as a result of the Detective's work with the Waukesha County Metro Drug Unit, the following formula will be used to determine the amount to share with the Village of Dousman:

Divide the Dousman contract amount by the total Summit police budget, including Capital expenses, for the year in which the asset forfeiture monies are received. The Village of Dousman would receive that percentage of the asset forfeiture.

The payment to Dousman of their share of any forfeiture would be made immediately after the Village of Summit receives the funds.

V. ADDITIONAL SERVICE REQUEST

Dousman may request additional police services in writing to the Village of Summit. Summit shall consult with its police chief and other employees and officials and may present a written proposal to Dousman that includes the cost for those services. Should Dousman accept the proposed additions or changes and their cost, Dousman shall sign the same and return one original to Summit

and keep one original for itself. Such proposal shall then become an amendment to this Agreement as if incorporated herein.

VI. 911 SERVICES

Dousman and Summit are both parties to the Waukesha County 911 service and this Agreement makes no changes to the use of the County's 911-service and dispatch system, which provides 911 service to both communities.

VII. DOUSMAN ORDINANCES

Summit will enforce all Dousman local ordinances. The municipal attorney designated by Dousman will handle the prosecution of those matters in any proceedings. All fines and forfeitures for those offenses that are violations of Dousman municipal ordinances will be turned over to Dousman.

VII. MISCELLANEOUS

A. The terms of this Agreement are binding on the parties and their successors.

B. Insurance. Dousman shall name Summit as an additional insured on its general liability coverage to protect risks assumed under this Agreement. The insurance shall be an occurrence basis policy and shall be continuously in force and in effect during the term of this Agreement. The insurance shall at all times be evidenced by delivery to Summit of a current certificate of insurance requiring 30 days notice of cancellation or non-renewal. Such insurance shall provide coverage limits in the amount of \$2,000,000.00 per occurrence and \$5,000,000.00 in the aggregate.

C. Independent Contractor. Summit, its agents and employees, is an independent contractor and shall have complete control over its employees in the method of performing its work under this agreement. Summit shall be responsible for all costs associated with the employing officers to provide coverage in Dousman, including, but not limited to, salary or wages, training, workman's compensation insurance, insurance, retirement, payroll taxes and other benefits.

D. Indemnification. As Summit is an independent contract, each party shall be responsible for its own acts or omissions and neither Summit nor Dousman will be obligated to defend or indemnify the other for any claim, loss or liability that results from the other's acts or omissions. Nothing in this paragraph is intended to preclude or foreclose the right of either party to bring a cross claim or third party claim against the other for contribution as a joint tortfeasor.

E. Severability. If any clause, provision, or section of this Agreement is declared to be invalid by any Court of competent jurisdiction, the invalidity of such clause, provision or section shall not affect any of the remaining provisions of this Agreement.

VILLAGE OF DOUSMAN

VILLAGE OF SUMMIT

Dated this ____ day of _____, 2024

Dated this ____ day of _____, 2024

Cindy Queen, President

Jack Riley, President

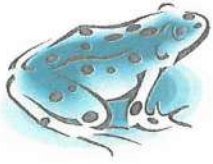
Attest:

Attest:

Gina Kozlik, Administrator/Clerk

Debra J. Michael, Administrator/Clerk

Village of Dousman



118 S. Main Street, Dousman, WI 53118

* 262-965-3792 * Fax 262-965-4286 *



October 18, 2024

President Jack Riley
Village of Summit
37100 Delafield Road
Oconomowoc, WI 53066

Dear Pres. Riley,

Last night the Village Board reviewed the 2025 budget working through reductions to balance budget. Although the Village has experienced growth, it will be a few years before that will be on the tax roll.

As you know, the levy limits restrict the Village's ability to increase spending. While we are happy with the outstanding police services the Village receives, we can only afford a 4% increase for 2025 at \$464,665 total cost.

Looking forward to working with you in the coming year.

Sincerely,

Pres. Cindy Queen
Village of Dousman
(262) 719-5165

cc: Chief M. Hartert



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

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

MEMORANDUM

To: Village Board

From: Chief Michael Hartert

Date: October 28, 2024

Re: Disposition of Found Property/Monies

BACKGROUND: On September 9, 2024, a Good Samaritan called the Police Department to report that he had found a bag lying in the middle of the road near STH 18 and Waterville Rd. The bag contained a bank receipt and \$215.30 in currency.

The bank was contacted and informed us that the receipt was from the ATM and they had no way of determining ownership. A follow-up call was placed to the bank on October 21, 2024. The manager confirmed that no one had made a claim regarding the lost money.

The Good Samaritan who found the bag was contacted and stated that if the owner was not located, he would not want the money.

State Law (66.0139(2)) allows for the disposal of the property after 30 days. Further, the property can be disposed of 'by any means determined to be in the best interest of the political subdivision'.

ATTACHMENTS: None

FISCAL IMPACT: None

RECOMMENDED: Motion to deposit the monies in the Community Outreach Fund for future community-oriented expenditures.



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MEMORANDUM

To: Village Board

From: Chief Michael Hartert

Date: October 14, 2024

Re: Disposition of Found Property/Monies

BACKGROUND: On July 6, 2024, a Good Samaritan called the Police Department to report that she had found a bag lying in the middle of the road near Panga Bar (34422 Delafield Rd.). The bag contained a speaker, several pairs of glasses and \$65 in cash.

The owner of the bag and its contents could not be determined. State Law (66.0139(2)) allows for the disposal of the property after 30 days. Further, the property can be disposed of 'by any means determined to be in the best interest of the political subdivision'.

ATTACHMENTS: None

FISCAL IMPACT: None

RECOMMENDED: Motion to allow the Good Samaritan to take possession of the property if she would like to. If she refuses, the speaker will be retained by the village for use in the workout room; the monies be deposited in the Community Outreach Fund; and the remaining items, which have a negligible value, will be destroyed.



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MEMORANDUM

To: Village Board

From: Debbie Michael, Village Administrator-Clerk/Treasurer

Date: November 7, 2024

Re: Special Event – Panga Polar Plunge

BACKGROUND: Panga has applied for the following special event:
January 1, 2025 11 am – 6 pm annual Polar Plunge

ATTACHMENTS: Application

FISCAL IMPACT: \$50 revenue for each day

MOTION: To approve the Special Events License for Nemahbin Lake Partners, LLC
for the Polar Plunge at Panga, 34422 Delafield Rd, on January 1, 2025
from 11 am – 6 pm



VILLAGE OF SUMMIT

APPLICATION FOR SPECIAL EVENTS LICENSE

FEE: \$50.00 PER DAY

PAID
CK# 1085
11/7/24
\$ 50.-

44200
on

FOR THE SALE OF FERMENTED MALT BEVERAGES AND INTOXICATING LIQUORS AT SPECIAL EVENTS, PICNICS OR SERVICE OUTSIDE OF THE CURRENT PLAN OF OPERATION FOR AN ESTABLISHMENT THAT CURRENTLY HOLDS A COMBINATION LIQUOR LICENSE IN THE VILLAGE OF SUMMIT, WAUKESHA COUNTY.

NAME OF LIQUOR LICENSE HOLDER Nemahbin Lake Partners, LLC
TRADE NAME Panga Bar and Grill

THE ABOVE NAMED HAS APPLIED FOR A SPECIAL EVENTS LICENSE FOR THE PREMISES LOCATED AT:
34422 Delafield Rd Summit, WI 53066

FOR A SPECIAL EVENT TO BEGIN: 1/1/2025 11:00 AND END: 1/1/2025 6:00
(Date & Time) (Date & Time)

AND AGREES TO COMPLY WITH ALL LAWS, RESOLUTIONS, ORDINANCES AND REGULATIONS (INCLUDING STATE, FEDERAL AND LOCAL).

TYPE OF EVENT Polar Plunge

ESTIMATED NUMBER OF PEOPLE TO ATTEND THE EVENT 150

LIST PROVISIONS IN EFFECT FOR ADDITIONAL PARKING AND RESTROOM FACILITIES Potential transport to Park

Potential shuttle to park and ride. Porta Potties

DOES THE EVENT INCLUDE: MUSIC No FOOD Yes OTHER _____

SECURITY WILL BE PROVIDED BY: Staff and have an EMT on Site

IT IS FURTHER UNDERSTOOD THAT THE PERMIT HOLDER WILL MAKE PROVISIONS TO ASSURE ALL ALCOHOLIC BEVERAGES REMAIN ON THE LICENSED PREMISE AND THAT NO ALCOHOLIC BEVERAGES ARE SERVED TO MINORS.

DECLARATION: I HEREBY ACCEPT AND ASSUME FULL RESPONSIBILITY FOR ALL BUSINESS CONDUCTED RELATIVE TO ALCOHOLIC BEVERAGES ON THE ABOVE REFERENCED PREMISES.

SIGNED THIS DATE 11/5/24 BY Brent Berg 
Officer, agent, partner or individual

APPROVED ON _____ BY VILLAGE OF SUMMIT BOARD



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

To: Village Board

From: Debbie Michael, Village Administrator-Clerk/Treasurer

Date: November 8, 2024

Re: Fire Fees for 2024 Tax Bills

BACKGROUND: In 2024 the Village developed a Fire Protection Fee to be applied to the tax bills. Ordinance 123-2023 was adopted.

This fee needs to be calculated each year based on new information from the Assessor and the WLFD budget.

ATTACHMENTS: Calculation table

FISCAL IMPACT: \$1,660,045 WLFD budget to be collected via Fire Service Fee

RECOMMENDATION: **MOTION: to approve the annual fee to be placed on the 2024 Tax Bills for Village Fire Protection Services.**

2025 WLFD Expenses to be collected as Fire Protection Fee:

WLFD Operating Budget	\$	1,423,823
WLFD Capital	\$	355,645
WLFD Debt Service (Principal & Interest)	\$	77,263
Tech Rescue	\$	1,935
Total		\$ 1,858,666

Fee Calculation:

	Parcel Count	Fee	Total
Number of Vacant Properties with no assessed Value	179	\$0	\$0
Number of vacant properties with assessed Value	259	\$50	\$12,950
Remainder to be collected by Square foot fee		\$ 1,845,715.56	
Total Covered Square Footage	8,329,204.00		
Fire Service Per Square Foot Mill Rate	\$	0.221596	

Ordinance No. 123-2023**AN ORDINANCE TO CREATE SECTION 14-24 OF THE VILLAGE OF SUMMIT MUNICIPAL CODE TO IMPLEMENT A FEE FOR VILLAGE FIRE PROTECTION SERVICES**

WHEREAS, the Village of Summit provides fire protection services by its membership in the Western Lakes Fire District; and

WHEREAS, pursuant to Wisconsin Statutes Section 61.34, a village board is granted broad home rule authority to manage and control the operations of the village; and

WHEREAS, included in these home rule powers is the ability to manage and control village finances and public services; and

WHEREAS, the fee schedule developed by the Village of Summit includes only services provided by the Western Lakes Fire District for fire protection services; and

WHEREAS, the Village Board of the Village of Summit has worked on the fee schedule with the list provided by the Village Assessor to develop a written fee schedule that will allow the Village to charge property owners for fire protection services, while also apportioning the fees equitably among village properties; and

WHEREAS, the Village Board finds that it is in the best interest of Village of Summit residents to create a written fee schedule to include residential, commercial, and institutional properties, including tax exempt property within the Village, based upon the above grade residential living area square footage, the above grade commercial/institutional structure(s) square footage, and the square footage of attached garages; and

WHEREAS, the Village Board finds that basing the fee schedule off of these factors apportions the cost appropriately in relation to the property that the fire service protects, ensuing an equitable distribution of fire protection service fees; and

WHEREAS, the Village Board finds that it is in the best interest of Village of Summit to create a written fee schedule to charge property owners a fee for the cost of fire protection.

The Village Board for the Village of Summit, Waukesha County, Wisconsin, DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1: Chapter 14 of the Village of Summit Municipal Code entitled "Fees," Section 14-24 "Village Fire Protection Fees" is hereby created as follows:

1. Definitions.

- a. "Department" means the Western Lakes Fire District.

- b. "Intergovernmental Agreement" means the most recent agreement by and between the participating municipalities to provide Services through the Western Lakes Fire District.
- c. "Real Property" means the land and structures, located on a tax key parcel.
- d. "Improvements" means buildings with square footage above ground in residential, commercial, industrial or institutional use, including attached garages. (Accessory structures including detached garages are not considered improvements for this definition.)
- e. "Services" means the fire protection services provided to the Village by the Department pursuant to the Intergovernmental Agreement.
- f. "Village" means the Village of Summit, located within Waukesha County, Wisconsin.
- g. "Village Board" means the governing body of the Village of Summit.

2. Authority.

- a. This Ordinance is enacted pursuant to Wisconsin Statutes Section 61.34 (1), and other applicable laws for the purpose of providing the funding for Services within the Village.

3. Geographic Application.

- a. This Ordinance applies to all Real Property located within the Village which is covered by the Department.

4. Annual Fee.

a. It is hereby imposed upon all Real Property described in Section 1 above, an annual fee for the provision of Services to such Real Property ("Fee"). Such Fee shall be established annually by the Village, by means of adoption of a written fee schedule on or before November 30 of each year commencing with the year 2023. The Fee shall be sufficient to allow the Village to pay in its entirety the amount of the Village's annual contribution for such Services as required under the Intergovernmental Agreement. With respect to the Fee, the following shall apply:

- i. All parcels in the Village shall fall into one of three fee categories:

Category 1: Vacant Land with No Assessed Value. Lands in this category typically include sub-division out-lots, or remnant parcels with no ownership. These lands will not be charged a Fee.

Category 2: Vacant land with Assessed Value greater than zero. Includes property with known owners and a value assigned by the assessor, but no

improvements as defined in 1d above. A flat Fee for vacant land will be assessed based on the current fee schedule.

Category 3: Land with Improvements. This includes all properties, including tax exempt, that have improvements as defined in 1d above. A Fire Protection Fee for a parcel in this category is calculated by multiplying the per square foot rate, as defined in exhibit A, by the total square footage of improvements, as defined in 1d above, on the parcel.

- ii. A Fire Protection Fee shall be included on annual tax bills as a special charge per 74.01(4), Stats. Payments shall be paid in full by January 31. Any unpaid Fee shall be considered delinquent and subject to interest and penalties. A delinquent special charge becomes a lien on the property against which it is imposed as of the date of delinquency. The delinquent special charge shall be included in the current or next tax roll for collection and settlement. All special charges that become delinquent shall be paid, together with interest and penalties to the County Treasurer per 74.11(11)(a), Stats.
- iii. The Village may collect delinquent special charges in any other manner provided for by law or equity, including a suit in the Waukesha County Circuit Court.

5. Appeals.

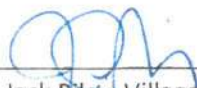
- a. Any person aggrieved by the determination of improved square footage of the Real Property of such person or as to the amount of the special charge associated therewith may appeal the matters to the Wisconsin Tax Appeals Commission, as provided for in Section 66.0628(4), Wis. Stats.

SECTION 2: SEVERABILITY. If any section or portion hereunder shall be declared by a court of competent jurisdiction to be invalid, unlawful, or unenforceable, such decision shall apply only to the specific section or portion thereof directly specified in the decision and shall not affect the validity of any other provisions, sections, or portions thereof of the ordinance. The remainder of the ordinance shall remain in full force and effect. Any other ordinances whose terms are in conflict with the provisions of this ordinance are hereby repealed as to those terms that conflict.

SECTION 3: EFFECTIVE DATE. This ordinance shall take effect immediately upon passage and posting or publication as provided by law.

Adopted by the Village Board of the Village of Summit on the ____ day of _____,
2023

Village of Summit

By: 
Jack Riley, Village President

Attest: 
Debra J. Michael, Village Administrator- Clerk/Treasurer



Published/Posted the 13 day of November, 2023

Exhibit A**Fire Fee Formula**

Determine Total Village cost for fire Service:

Village Share of WLFD Operations Budget, plus
 Village Share of WLFD Capital Budget, plus
 any other Village costs related to Fire Services, plus
 any outstanding Village debt service related to WLFD, equals
 Total Village cost for Fire Services

Fire Service Fee

1. Calculate the Total Vacant Land Fees by Multiplying the number of properties in Category 2 above by the current Vacant Land Fee.
2. Calculate the Total Remaining Funds Needed by subtracting the Total Vacant Land Fee from the Total Village cost for Fire Services.
3. Using the assessment role and village records, sum up the total square footage of improvements village wide.
4. Calculate the Fire Services cost per Square Foot Fee by dividing the Total remaining funds needed by the total square footage of improvements.
5. The Fire Service Fee for any property in Category 3 will be equal to the square footage of improvements on that property, multiplied by the Fire Service Cost Per square foot.

2023 Example

WLFD Operating Budget Village of Summit Share	<i>a</i>	\$ 1,233,508
WLFD Capital Budget Village of Summit Share	<i>b</i>	\$ 347,321
Village Debt Service related to WLFD	<i>c</i>	\$ 77,266
Technical Rescue Agreement	<i>d</i>	\$ 1,950
Total Village Cost for Fire Service	$e = a+b+c+d$	\$ 1,660,045
Number of Properties in Category 2	<i>f</i>	310
Current Flat Fee for Vacant Land	<i>g</i>	\$50
Total Vacant Land Fee	$h=f*g$	\$ 15,500
Total Remaining Funds Needed	$i=e-h$	\$ 1,644,545
Total Improvements Square Footage	<i>j</i>	8,140,911
Fire Services cost per Square Foot	$k=i/j$	0.202

Example: Home with 1,500 square feet of Improvements.

Fire Service Fee = 1,500 x \$0.202 = \$303

VILLAGE OF SUMMIT						
Public Notice of Thursday, November 14, 2024 Budget Hearing						
Notice is hereby given that on Thursday, November 14, 2024, beginning at 6:30 p.m. at the Summit Village Hall, 37100 Delafield Road, Summit, WI,						
a public hearing will be held on the 2025 PROPOSED Village of Summit Budget.						
Notice is further given that such budget is available for public inspection at the Village Clerk's office, Weekdays from 8 am - 4 pm.						
The following is a summary of the Operating Budget:						
	2023	7/31/2024	2024	12/31/2024	2025	2024/2025
	ACTUAL	YTD	BUDGET	ESTIMATE	PROPOSED BUDGET	INC/DEC
REVENUES:						
TAXES:						
GENERAL PROPERTY TAX	1,585,004.34	372,436.96	2,565,340.15	2,565,340.15	2,369,073.94	-7.7%
WOODLAND TAX	10.40	-	10.40	10.40	10.40	0.0%
STATE AID - IN LIEU OF TAXES	16,707.10	16,306.01	15,000.00	16,306.01	16,000.00	6.7%
AURORA PILOT PAYMENT	200,120.00	-	200,000.00	200,000.00	200,000.00	0.0%
AG USE PENALTY CONVERSION	-	-	2,476.52	-	-	-100.0%
FIRE PROTECTION FEE	-	-	1,660,044.74	1,660,044.74	1,858,730.56	12.0%
OPERATING GRANTS & CONTRIBUTIONS	1,019,522.43	399,875.50	564,808.06	659,254.51	650,459.19	15.2%
LICENSES AND PERMITS	571,177.01	261,697.47	187,981.00	563,440.46	316,500.00	68.4%
FINES, FORFEITURES AND PENALTIES	60,146.14	44,359.78	56,100.00	61,100.00	62,100.00	10.7%
PUBLIC CHARGES FOR SERVICES	510,550.25	18,015.52	521,505.70	521,225.70	550,517.00	5.6%
INTERGOVERNMENTAL CHARGES FOR SER	556,130.53	496,214.80	582,644.00	582,644.00	602,190.00	3.4%
INVESTMENT INCOME	97,046.46	80,290.21	39,350.00	129,350.00	128,000.00	225.3%
OTHER REVENUES	119,887.15	12,950.62	12,200.00	35,372.60	3,000.00	-75.4%
TOTAL REVENUES	4,736,301.81	1,702,146.87	6,407,460.57	6,994,088.57	6,756,581.09	5.4%
Total Non-Levy Revenue	3,151,297.47	1,329,709.91	3,842,120.42	4,428,748.42	4,387,507.15	14.2%
EXPENDITURES:						
GENERAL GOVERNMENT	745,514.91	413,304.82	779,973.71	731,894.15	807,665.35	3.6%
PUBLIC SAFETY	1,769,410.95	1,148,750.99	3,376,689.00	3,732,935.04	3,866,182.56	14.5%
PUBLIC WORKS	964,561.00	553,894.45	1,048,503.00	983,991.00	1,060,786.89	1.2%
HEALTH AND HUMAN SERVICES	162,367.82	16,875.84	64,243.00	50,353.00	64,974.00	1.1%
CULTURE, RECREATION & EDUCATION	33,069.78	2,774.48	40,378.00	34,441.00	38,299.50	-5.1%
DEBT SERVICE	-	67,841.25	771,125.90	771,125.90	918,672.80	19.1%
TOTAL EXPENDITURES	3,674,924.46	2,203,441.83	6,080,912.61	6,304,740.09	6,756,581.10	11.1%
Beginning Unassigned Fund Balance				2,094,519.26		
Use of Unassigned Fund Balance				-		
2024 Anticipated Excess Revenues over Expenditures*				689,348.48	*Operating & Capital	
2024 Anticipated End of Year Balance				2,783,867.74		
percentage of expenses less debt				50%		
Total Anticipated 2025 Expenditures					6,756,581.10	
less Total Anticipated 2025 non-Levy Revenue					4,387,507.15	
					=====	
Required 2024 Property Tax Levy					2,369,073.95	
Tax Rates:	2022	2023			2024	
Village Tax Rate per \$1000 assessed value	\$1.56	\$1.73			\$1.57	
Tax Rate including Western Lakes Fire District Levy	\$1.99	*N/A SEE FEE			*N/A SEE FEE	
The following is a summary of the Capital Budget:						
REVENUES:						
INTERGOVERNMENTAL REVENUES:						
STATE LRIP/TRIP/MSIP	-	-				
PROCEEDS FROM ISSUANCE OF DEBT:	950,000.00	-	1,013,506.00	750,000.00	1,206,447.00	19.0%
TRANSFERS IN:						
TRANSFER FROM DESIGNATED FUND	-	-	65,000.00	65,000.00	55,000.00	-15.4%
TRANSFER FROM IMPACT FEE FUND	-	-	385,000.00	385,000.00	268,953.00	-30.1%
TRANSFER FROM OPERATING BUDGET	-	-	16,000.00	16,000.00	41,950.00	162.2%
USE OF DONATIONS/GRANTS	-	-	-	-	93,000.00	
USE OF UNRESTRICTED CASH	-	-	-	63,124.00	-	
PROCEEDS FROM SALE OF ASSETS	22,000.00	8,700.00	5,700.00	8,700.00	7,100.00	24.6%
TOTAL REVENUES	972,000.00	8,700.00	1,485,206.00	1,287,824.00	1,672,450.00	12.6%
EXPENDITURES:						
RECREATION - DEVELOPMENT	-	-	-	-	-	
FROM OPERATING BUDGET	67,724.76	16,560.00	17,500.00	17,500.00	-	-100.0%
WLFD CAPITAL BUDGET	-	340,586.00	340,586.00	340,586.00	-	-100.0%
EQUIPMENT REPLACEMENT D.P.W.	-	-	55,000.00	-	55,000.00	0.0%
EQUIPMENT REPLACEMENT- DR BRIDGE	10,208.18	3,588.00	10,000.00	9,100.00	-	-100.0%
EQUIPMENT REPLACEMENT P.D.	-	-	-	-	-	
CAPITAL PURCHASES	1,143,275.24	201,016.61	1,459,206.00	920,638.00	1,617,450.00	10.8%
TOTAL EXPENDITURES	1,221,208.18	561,750.61	1,882,292.00	1,287,824.00	1,672,450.00	-11.1%
Excess Revenues over Expenditures				-	-	

Dated this 29th day of October, 2024.

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