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

MINUTES

Village Board - Village of Summit December 12, 2024

CALL TO ORDER

President Riley called to order the Village Board meeting at 6:41 p.m. on Thursday, December 12, 2024 at Summit Village Hall, 37100 Delafield Road, Summit, WI.

ROLL CALL AND CONFIRM POSTING

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

PUBLIC COMMENT - None

Introductions – Highway Crew Operators: Hunter Reynolds and Dan Greig

Director Nash gave a brief background for each of the new employees and Mr. Greig was present and said a few words.

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

- A. Minutes of November 14, 2024
- B. Payables – November 2024

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

PLANNING DEPARTMENT

Plan Commission Activity Report

Planner Barrows stated that she requested this be added to the monthly agenda to keep the Village Board up to date on activities of the Plan Commission. In November, Kamron got approval of the brine tank from Plan Commission, they did request evergreen plantings to screen towards Hope Church but gave no deadline. Next week there are four public

hearings at Plan Commission which will all eventually come to the Village Board.

Discussion and action on a request of Bruce Gallagher, applicant, to combine two lots of record and modify the Primary Environmental Corridor restrictions, on behalf of the property owner, Big Chiefy Holdings, LLC, on property located at 2313 N. Mill Road and the adjacent property to the south (SUMT0669982 & SUMT0669983)

Planner Barrows provided the GIS image and explained that the property owner is proposing to combine two lots which cleans up some non-conforming items. Property owner bought two northern properties and all the lots were created in 1997, the improvements exceed the building envelopes and they built an outbuilding on the southern lot with an access easement. This CSM eliminates the accessory building without a primary structure non-conformance, gets rid of lot not abutting a public road, remove building envelopes and cleans up the area in general.

MOTION: (Petronovich, Lee) *to approve the Certified Survey Map to combine two lots into one lot and modify the Primary Environmental Corridor restrictions, subject to the following conditions:*

- A. APPROVALS FROM ALL OBJECTING AND APPROVING BODIES:** Petitioner shall satisfy all comments, conditions and concerns of the Waukesha County Department of Public Works, Village Engineer, Surveyor, and Planner prior to approval of the final Certified Survey Map.
- B. SUBJECT TO REIMBURSEMENT OF EXPENSES.** As a condition precedent to this conditional CSM approval taking effect, the Petitioner shall pay all fees, costs, and assessments due and owing to the Village of Summit, and for reimbursement of any expenses, costs and disbursements which have been incurred by the Village of Summit in the drafting, review or enforcement of this conditional CSM approval, including without limitation by reason of enumeration, design, engineering, inspection and legal work.
- C. UTILITY CONNECTION FEES.** As a condition precedent to this conditional CSM approval taking effect, the Petitioner shall pay all utility connection fees owed to the Village of Summit. Note: **The CSM results in the combination of lots. Therefore, this condition does not apply.**
- D. BUSINESS OR COMMERCIAL USE.** There shall be no commercial or business use on this lot, except as specifically permitted within or pursuant to the applicable Zoning Code.
- E. ONE YEAR TO SATISFY CONDITIONS.** Subject to the Petitioner satisfying all of the aforementioned conditions within one year of the Village Board granting conditional final approval of the CSM's.

Carried.

Discussion and action on a proposed text amendment of the Village of Summit Zoning and Shoreland Protection Ordinance initiated by the Plan Commission of the Village of Summit. The request includes an amendment to Section 111-354(c) and possible other related sections to allow single-family or multi-family residential as a permitted accessory use in the NC Neighborhood Commercial District provided certain conditions are met

Planner Barrows stated this was brought back from last month with direction that she speak with Attorney Macy. There was concern about occupancy of the commercial operations prior to residential occupancy.

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Discussion and action on re-appointment to Zoning Code Land Use sub-committee

Planner Barrows stated that at the Plan Commission Meeting Matt Katz and Paul Schmitter were recommended by Chairperson Siepmann based on past experience. The Village Board should reconsider the appointment of Jim Petronovich due to the possibility of creating a negative quorum.

MOTION: (Arenz, Riley) *to rescind the previous appointment of Jim Petronovich and approve the appointment of Jeff Lee as a Village Board representative to the Zoning Code Land Use sub-committee.* Carried.

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Director Nash is asking for support of purchasing this used attachment. This is a good deal and the fact that they were able to use it and inspect it first is a bonus.

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Director Nash stated this is just for drainage, not the road paving. This was a challenging project and there was a lot of handholding with the residents and the Upper Nemahbin Lake Management District, and the DNR then required a Chapter 30 permit. These funds have already been expended, so there is no adjustment needed to the budget, just amending the contract.

There was discussion with SEH Engineer Robert Malzahn related to the work that was done and the corrections to the issues that previously existed.

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Director Nash stated this agreement includes General Engineering, MS4 and SUD #2 Engineering. There was extra funding for a MS-4 audit.

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MOTION: (Lee, Riley) to approve the SEH proposal for professional services for the Genesee Lake Road Park Parking Lot Project as proposed with a total expenditure not-to-exceed \$56,200.

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Trustee Petronovich stated the cost of engineering is getting crazy and doesn't know why everything needs to be engineered.

Trustee Arenz stated \$6,000 worth of engineering on a \$40,000 project seems excessive. These other items keep adding up and we are getting less for our dollars.

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MOTION: (Arenz, Lee) *to approve Amendment No. 1 to the Engineering Services Agreement between WisDOT, the Village, and Strand Associates, Inc. for engineering services related to the N Dousman Road Multi-Use Trail project, contingent upon review and approval by WisDOT.* Carried. Petronovich opposed.

Discussion and action on Agreement for 2025 Village Hall cleaning services

Since the last budget meeting, staff was able to get three additional people to come in for a tour and they have provided a quote. Those proposals were included in the packet. Our current cleaner is aware that we will be changing providers and has stated that if we would need a deep cleaning, they would be happy to assist with that.

MOTION: (Lee, Arenz) *to approve the 2025 Janitorial Contract with Dan Plautz Cleaning Service, Inc. for Village Hall facilities cleaning services for 2025, as proposed.* Carried.

Discussion and action on Oconomowoc Area Baseball Club (OABC) proposal to construct new baseball fields and batting cages at Village Park (37505 Genesee Lake Road)

Director Nash stated that Kevin Rausch is here from 5-O's if there are additional questions. The group is interested in constructing two additional ball fields, batting cages, and a paved path extension at Genesee Lake Road Park. The group is looking to see if there is support from the Village Board before they invest too much of their resources in pursuing this.

Trustee Lee asked how this lines up with what they did on the CORP and the Master Plan most. Director Nash replied that the Park Master Plan was never finalized but all of the discussion they have had both in the CORP meetings and the Village Board conversations is that the active sports remain on the north end of the park and the quieter, mor passive sports be on the south side which is the reason why 5-Os are proposing the new fields on the north side, further away from the residential area.

Trustee Lee asked if we had additional fields shown on the plan. Director Nash replied we did put a space holder for those in that general area including pickleball courts too. Trustee Lee questioned that if we were to do this, how does that impact pickleball. Director Nash stated the pickleball group is very interested in the area that is just to the south of circular parking lot that exists with all the trees because they are looking for that natural wind block and sound buffering.

President Riley stated we already needed more parking with existing fields and if we add two additional baseball fields aren't we still going to need more additional parking. It seems like we would solve one problem but cause another.

Trustee Arenz stated when these baseball fields were initially proposed with Dan Nelson there was an agreement that development would stop at a four-plex. That might be a legacy issue from the past that had been discussed. The other thing was there was to be no lights, which he doesn't see any in this proposal. There is capacity for those other groups like pickleball and feels we could fit those uses other places.

President Riley stated he doesn't know of many complaints from the neighbors related to the 5-Os. Director Nash stated there have been complaints about traffic and parking on the road but nothing significant. There also was a noise complaint about music from a property owner on the northeast corner of Genesee Lake Road and Dousman Road and 5-O's adjusted that and the property owner was thankful and said he wasn't hearing it anymore. Trustee Petronovich stated he received a complaint about the noise of bats hitting the ball.

Trustee Lee stated there was a lot of conversation during the Master Plan/CORP committee about whether or not this was going to a park or baseball fields. Majority of people on the committee were in agreement for one more field. President Riley agreed that the people didn't want the whole park baseball fields or active uses. Trustee Lee added that his concern would be making sure to leave room for pickleball and pickleball expansion because that is something that serves a good share of our community in a different fashion, also talk of trails and less active areas.

Trustee Arenz would likely ask for a dense screening between the properties to the East. Knows two of those property owners and if we are building out to that area with an active use, it will affect them.

Kevin Raasch stated there is a need for fields in the community and they are looking at 1 – 2 years but it all depends on their fundraising efforts. President Riley asked if they are moving from different fields to these fields or would it be additional. Mr. Raasch stated it would be additional fields, they have 22 teams ages 7 – 14 that play down there which is 250 kids plus 75 in the D-League so over 300 kids using the fields over Summer. The 5-Os organization is based out of these fields in Summit.

President Riley stated having fields and getting kids off their phones is a good idea. The problem is that we don't really use these fields, it's only the 5-O's 90-95 percent of the time. With the current usage we are putting in stormwater and parking and that is significant. President Riley added that maybe part of the proposal will be to the not only put the infrastructure for the fields but also contribute to the parking infrastructure by adding money for that to offset what the Village is putting up. Mr. Raasch stated he thinks they'd be willing to build a dumpster enclosure for the Village and could make that part of the agreement.

Mr. Raasch added they are good stewards of the park and enhance it and clean it up. He was down there this past fall watering sod that was put in. Their group uses them for playing games but knows there are other community

members down there enjoying the space.

Trustee Lee recalls the big feedback they received when going through the CORP/Master Plan was is this a park or is this sporting complex? Most of the people wanted a park, not necessarily a sporting complex. When he says most people, he means Village residents that gave feedback on it. Trustee Arenz stated that's what we heard when we go to the four-plex.

Director Nash stated that 5-Os want to know if the Village would support this before they put effort into design and going to the Plan Commission.

Trustee Lee stated it might be interesting for this to come back next month and share some of the information from the CORP including the maps and get a better understanding of what that group talked about. He recalls there was one new ball field penciled in but not two. Trustee Arenz stated if we had further discussion in January, that wouldn't cost them too much lost time. Mr. Raasch stated they want to see what the vision of the board is for the rest of the park and would love to work together to come up with the best plan.

President Riley stated he doesn't hear a solid no from the board and maybe next month we'll have some more information.

MOTION: (Arenz, Lee) *to table this and bring back at the next regularly scheduled meeting in January with additional details for the board to review.* Carried.

POLICE DEPARTMENT

Monthly Report

Chief Hartert reviewed the report.

Discussion and action on corrected 2025 – 2028 Police Contract

Chief stated after further review it was determined to make the document gender-neutral. Nothing is new except for gender terms and a few highlighted grammatical errors.

MOTION: (Arenz, Lee) *to approve the corrected 2025-2028 Police Contract.* Carried.

Discussion and action on Resolution #24-468 for the 2025 Lake Country Municipal Court Budget

MOTION: (Lee, Arenz) *to approve Resolution #24-468, which approves the 2025 Lake Country Municipal Court Budget.* Carried.

WESTERN LAKES FIRE DISTRICT

Monthly Report

There was no representative present but a monthly report was emailed to the board members earlier in the week.

VILLAGE BOARD

Discussion and action on Village of Summit PTO Conversion Plan – Secure/Cares/CAA Amendment

MOTION: (Arenz, Lee) *to adopt the Village of Summit PTO Conversion Plan Secure/Cares/CAA Amendment as prepared by outside counsel with the default selections which have been reviewed and determined to have no practical impacts on the plan per outside counsel.* Carried.

Discussion and action on retirement gifts for Village employees

Director Nash stated she was requested to add this to the agenda by Trustee Lee because we have an employee retiring and there have been questions on what the Village should be covering in terms of gifts or keepsakes. In the past we have purchased a nice frame for the proclamation or resolution. Director Nash proposed purchasing a street name sign that has his name on it and the Village of Summit logo and that she did order one and if the Village determines they won't pay for it, somebody else will pay for it. Looking for direction and if the Village Board would like to set a policy for that and if it would be for specific items or a maximum dollar amount.

President Riley stated he is fine with framed proclamation and a sign, which he figures is about \$100. Trustee Lee added that he likes the idea of the sign with the person's name on it and doesn't know how many years you need to work here to qualify for that but would leave it more open ended to say "discretionary management decision up to \$100 spend" would make sense to him. President Riley stated he thinks after five years of service at a minimum.

Staff was directed to bring back a policy based on the discussion this evening.

Update on ATV/UTV Ordinance

Trustee Arenz stated as we move forward, we made some assumptions with State Statutes and County interpretation of those. We requested the roads that were identified on that map as far as Golden Lake Road, a segment of Sawyer Road and part of Delafield Road and asked our County Supervisor to take that request back to Waukesha County to get an understanding and possible approval. We have learned that the County is moving forward with a pilot in 2025 with the Town of Eagle.

Director Nash stated the club was hoping to get bases installed before the frost. She has requested that if we were going to partially only sign the Village roads that they come up with a new sign plan because the stop and starts would change.

Wayne Euclid, County Supervisor District #2, stated they had a meeting July 2 with Allison Bussler and she talked about the pilot plan, they are concerned with safety. In the meantime, there was discussion related to the State Statute and the Ordinance that Waukesha County already has in place and which trumps the other. The County sent a letter to Kamron that their interpretation was different and they would not allow routes on the 35 mph roads within Summit. The Okauchee ATV/UTV Club has pushed back hard at the County and that hasn't been resolved. On November 18 Supervisor Euclid went back to Allison with the request for the three roads in Summit to be considered as the pilot and he was told they already decided to go with Eagle for the pilot.

Trustee Arenz stated that the Okauchee ATV/UTV group is working on updating a map of the signage so that the Village roads would be open for use.

Discussion and action on next meeting date and possible agenda items

Next meeting date: January 9, 2025. Possible agenda items TBD.

ADJOURN VILLAGE BOARD MEETING

MOTION: (Lee, Arenz) *to adjourn at 8:23 p.m.* Carried.

Respectfully Submitted,

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

Next Regular Meeting: January 9, 2025



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Director Nash stated that Kevin Rausch is here from 5-O's if there are additional questions. The group is interested in constructing two additional ball fields, batting cages, and a paved path extension at Genesee Lake Road Park. The group is looking to see if there is support from the Village Board before they invest too much of their resources in pursuing this.

Trustee Lee asked how this lines up with what they did on the CORP and the Master Plan most. Director Nash replied that the Park Master Plan was never finalized but all of the discussion they have had both in the CORP meetings and the Village Board conversations is that the active sports remain on the north end of the park and the quieter, mor passive sports be on the south side which is the reason why 5-Os are proposing the new fields on the north side, further away from the residential area.

Trustee Lee asked if we had additional fields shown on the plan. Director Nash replied we did put a space holder for those in that general area including pickleball courts too. Trustee Lee questioned that if we were to do this, how does that impact pickleball. Director Nash stated the pickleball group is very interested in the area that is just to the south of circular parking lot that exists with all the trees because they are looking for that natural wind block and sound buffering.

President Riley stated we already needed more parking with existing fields and if we add two additional baseball fields aren't we still going to need more additional parking. It seems like we would solve one problem but cause another.

Trustee Arenz stated when these baseball fields were initially proposed with Dan Nelson there was an agreement that development would stop at a four-plex. That might be a legacy issue from the past that had been discussed. The other thing was there was to be no lights, which he doesn't see any in this proposal. There is capacity for those other groups like pickleball and feels we could fit those uses other places.

President Riley stated he doesn't know of many complaints from the neighbors related to the 5-Os. Director Nash stated there have been complaints about traffic and parking on the road but nothing significant. There also was a noise complaint about music from a property owner on the northeast corner of Genesee Lake Road and Dousman Road and 5-O's adjusted that and the property owner was thankful and said he wasn't hearing it anymore. Trustee Petronovich stated he received a complaint about the noise of bats hitting the ball.

Trustee Lee stated there was a lot of conversation during the Master Plan/CORP committee about whether or not this was going to a park or baseball fields. Majority of people on the committee were in agreement for one more field. President Riley agreed that the people didn't want the whole park baseball fields or active uses. Trustee Lee added that his concern would be making sure to leave room for pickleball and pickleball expansion because that is something that serves a good share of our community in a different fashion, also talk of trails and less active areas.

Trustee Arenz would likely ask for a dense screening between the properties to the East. Knows two of those property owners and if we are building out to that area with an active use, it will affect them.

Kevin Raasch stated there is a need for fields in the community and they are looking at 1 – 2 years but it all depends on their fundraising efforts. President Riley asked if they are moving from different fields to these fields or would it be additional. Mr. Raasch stated it would be additional fields, they have 22 teams ages 7 – 14 that play down there which is 250 kids plus 75 in the D-League so over 300 kids using the fields over Summer. The 5-Os organization is based out of these fields in Summit.

President Riley stated having fields and getting kids off their phones is a good idea. The problem is that we don't really use these fields, it's only the 5-O's 90-95 percent of the time. With the current usage we are putting in stormwater and parking and that is significant. President Riley added that maybe part of the proposal will be to the not only put the infrastructure for the fields but also contribute to the parking infrastructure by adding money for that to offset what the Village is putting up. Mr. Raasch stated he thinks they'd be willing to build a dumpster enclosure for the Village and could make that part of the agreement.

Mr. Raasch added they are good stewards of the park and enhance it and clean it up. He was down there this past fall watering sod that was put in. Their group uses them for playing games but knows there are other community

members down there enjoying the space.

Trustee Lee recalls the big feedback they received when going through the CORP/Master Plan was is this a park or is this sporting complex? Most of the people wanted a park, not necessarily a sporting complex. When he says most people, he means Village residents that gave feedback on it. Trustee Arenz stated that's what we heard when we go to the four-plex.

Director Nash stated that 5-Os want to know if the Village would support this before they put effort into design and going to the Plan Commission.

Trustee Lee stated it might be interesting for this to come back next month and share some of the information from the CORP including the maps and get a better understanding of what that group talked about. He recalls there was one new ball field penciled in but not two. Trustee Arenz stated if we had further discussion in January, that wouldn't cost them too much lost time. Mr. Raasch stated they want to see what the vision of the board is for the rest of the park and would love to work together to come up with the best plan.

President Riley stated he doesn't hear a solid no from the board and maybe next month we'll have some more information.

MOTION: (Arenz, Lee) *to table this and bring back at the next regularly scheduled meeting in January with additional details for the board to review.* Carried.

POLICE DEPARTMENT

Monthly Report

Chief Hartert reviewed the report.

Discussion and action on corrected 2025 – 2028 Police Contract

Chief stated after further review it was determined to make the document gender-neutral. Nothing is new except for gender terms and a few highlighted grammatical errors.

MOTION: (Arenz, Lee) *to approve the corrected 2025-2028 Police Contract.* Carried.

Discussion and action on Resolution #24-468 for the 2025 Lake Country Municipal Court Budget

MOTION: (Lee, Arenz) *to approve Resolution #24-468, which approves the 2025 Lake Country Municipal Court Budget.* Carried.

WESTERN LAKES FIRE DISTRICT

Monthly Report

There was no representative present but a monthly report was emailed to the board members earlier in the week.

VILLAGE BOARD

Discussion and action on Village of Summit PTO Conversion Plan – Secure/Cares/CAA Amendment

MOTION: (Arenz, Lee) *to adopt the Village of Summit PTO Conversion Plan Secure/Cares/CAA Amendment as prepared by outside counsel with the default selections which have been reviewed and determined to have no practical impacts on the plan per outside counsel.* Carried.

Discussion and action on retirement gifts for Village employees

Director Nash stated she was requested to add this to the agenda by Trustee Lee because we have an employee retiring and there have been questions on what the Village should be covering in terms of gifts or keepsakes. In the past we have purchased a nice frame for the proclamation or resolution. Director Nash proposed purchasing a street name sign that has his name on it and the Village of Summit logo and that she did order one and if the Village determines they won't pay for it, somebody else will pay for it. Looking for direction and if the Village Board would like to set a policy for that and if it would be for specific items or a maximum dollar amount.

President Riley stated he is fine with framed proclamation and a sign, which he figures is about \$100. Trustee Lee added that he likes the idea of the sign with the person's name on it and doesn't know how many years you need to work here to qualify for that but would leave it more open ended to say "discretionary management decision up to \$100 spend" would make sense to him. President Riley stated he thinks after five years of service at a minimum.

Staff was directed to bring back a policy based on the discussion this evening.

Update on ATV/UTV Ordinance

Trustee Arenz stated as we move forward, we made some assumptions with State Statutes and County interpretation of those. We requested the roads that were identified on that map as far as Golden Lake Road, a segment of Sawyer Road and part of Delafield Road and asked our County Supervisor to take that request back to Waukesha County to get an understanding and possible approval. We have learned that the County is moving forward with a pilot in 2025 with the Town of Eagle.

Director Nash stated the club was hoping to get bases installed before the frost. She has requested that if we were going to partially only sign the Village roads that they come up with a new sign plan because the stop and starts would change.

Wayne Euclid, County Supervisor District #2, stated they had a meeting July 2 with Allison Bussler and she talked about the pilot plan, they are concerned with safety. In the meantime, there was discussion related to the State Statute and the Ordinance that Waukesha County already has in place and which trumps the other. The County sent a letter to Kamron that their interpretation was different and they would not allow routes on the 35 mph roads within Summit. The Okauchee ATV/UTV Club has pushed back hard at the County and that hasn't been resolved. On November 18 Supervisor Euclid went back to Allison with the request for the three roads in Summit to be considered as the pilot and he was told they already decided to go with Eagle for the pilot.

Trustee Arenz stated that the Okauchee ATV/UTV group is working on updating a map of the signage so that the Village roads would be open for use.

Discussion and action on next meeting date and possible agenda items

Next meeting date: January 9, 2025. Possible agenda items TBD.

ADJOURN VILLAGE BOARD MEETING

MOTION: (Lee, Arenz) *to adjourn at 8:23 p.m.* Carried.

Respectfully Submitted,

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

Next Regular Meeting: January 9, 2025