



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
Village Board - Village of Summit
April 10, 2025

CALL TO ORDER

President Riley called to order the Village Board meeting at 6:30 p.m. on Thursday, April 10, 2025 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., Justin Phillips and Jeff Lee. Also present were: President Jack Riley, DPW Director Kamron Nash, Police Chief Mike Hartert and Administrator-Clerk/Treasurer Debbie Michael.

President Riley *ANNOUNCED EXECUTIVE SESSION*, stating that pursuant to Section 19.85(1)(g), Wisconsin State Statutes, “conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved: for the following purpose: *34339 Venice Beach Road Zoning Code Violations*

*The Board will return to open session following this discussion

MOTION: (Lee, Arenz) to enter *EXECUTIVE SESSION*, pursuant to Section 19.85(1)(g), Wisconsin State Statutes, “conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved: for the following purpose: *34339 Venice Beach Road Zoning Code Violations*

ROLL CALL

Trustee Petronovich – aye, Trustee Phillips – aye, Trustee Arenz -aye, Trustee Lee – aye, President Riley – aye.
Carried.

The Village Board members and staff went into the Lobby Conference Room for the closed session.

The Village Board members and staff returned to the Community Room at approximately 6:47 p.m.

PUBLIC COMMENT

Wayne Euclid, Waukesha County Supervisor, gave an update on the tribal road agreement with Waukesha County and Forest County Potawatomi. He read what he provided at the County Board meeting. The County Board's motion was to postpone action to June, 2025. If there are any questions the Village Board would like him to ask of the County they should email him.

He also stated that the ATV/UTV Pilot Agreement between the Town and Village of Eagle and Waukesha County was passed unanimously and allows them to operate on certain County Highways.

Mike Nevins, 849 N Pointview Road, stated that on the Noxious Weeds Notice that it listed purple loosestrife and that is an aquatic noxious weed so he was wondering if the Weed Commissioner is going to be in charge of the lakes also. He added that their association has been trying to get rid of these for years and you can't completely get rid of it and doesn't believe people should be getting citations for having that.

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

Trustee Petronovich requested to remove payables.

Trustee Arenz requested to remove Weed Commissioner.

Minutes of March 13, 2025 regular meeting

MOTION: (Arenz, Phillips) *to approve the remaining item on the Consent Agenda.* Carried.

March, 2025 payables

Trustee Petronovich questioned some of these costs: Big Jim's Small Engine Service what was that for at \$1,435. Director Nash stated we had a piece of equipment in for service, she thinks it was one of the mowers. Trustee Arenz referred to the report stating it was a bunch of little things; chain locker, sharpening. Trustee Petronovich responded that he saw that but questioned don't we do that in house to sharpen the chain saws. Director Nash explained the normally sharpen the chain saws in house, however, they needed a significant amount of them sharpened all at once because they are going to be doing a lot of tree work so it was more economical for them to take them in, when you account for the amount of staff hours that it would have taken and they also had the large and small chainsaws tuned up as they hadn't been looked at for some time and the carburetors were redone on both of them as well. There was some service that they felt was important because of the amount of work that had been deferred for a long time. There also was the purchase of a chain locker and some mixed fuels. Trustee Petronovich replied that seems like a lot of money.

Trustee Petronovich then asked about the \$475 tool mounting bracket for the truck and isn't that something they could've done in house. Director Nash stated no, they had a specialty bracket that was welded up for the chassis of a patrol truck where they can add a box and store tools in so they don't have to drive an additional truck out, everything is loaded on the truck.

Trustee Petronovich asked for an explanation of the membership & chainsaw training. Director Nash explained that the membership and training is one our budget categories which includes chainsaw safety training for this year. There were other entities that participated so we will be sending out bills to them for the cost.

Trustee Petronovich referenced that banging noise in Village Hall, and asked if the DPW try to diagnose that themselves. Director Nash stated we had staff look because it happened two days in a row and they couldn't replicate it. Staff went up in the ceiling, J.F. Ahern came out to look be nobody could figure out what it was.

Trustee Petronovich addressed the lift truck rental and he said he was talking to Scott about and said it was \$1,800 but the report shows \$2,490. Director Nash replied we were initially going to rent it for a shorter period of time and then weather dependent rent it again but then they made the decision to just rent it for the whole month based on the amount of tree work they needed to get done and that we have sufficient budget for tree removal and trimming work.

Trustee Petronovich asked about the MS4 Community education fees of approximately \$3,000. Director Nash explained those are fees that the Village is under contract to pay Waukesha County through our MS4 permit. We have to do required outreach to the community for education on stormwater BMP's and in general how to keep the stormwater clean and what not to put down the sewers. The County does it for many municipalities throughout this area and the Village has had an agreement with them since we were a town.

Trustee Petronovich stated he is worried about this because the punch bowl is getting empty and Lake Country Village is all built up which was 100 homes per year and now, we are down to 15-20 homes per year and he doesn't know where we are going to get all this money from to pay these bills in the future.

MOTION: (Arenz, Lee) *to approve the payables as presented.* Carried.

Appointment of Weed Commissioner and publication of Class II Notice for Noxious Weeds

Trustee Arenz stated we had a comment come up here tonight in regards to a specific species and do we need to clarify that or dig into this further before providing the notice. Director Nash explained the Weed Commission position has historically addressed public and private properties so the Village does not do anything around the lakes. Most of the lake management districts do their own management and the Village is happy to allow them to do that. The biggest trigger for enforcement for folks that just let it go and it spreads onto neighboring properties. There is a list of a thousand invasive plants that make it unreasonable to be able to enforce, like buckthorn as an example. Within reason, we want to be enforcing it.

MOTION: (Arenz, Lee) *to appoint Kamron Nash, Public Works Director, as Weed Commissioner for a 1-year term beginning on May 15, 2025 and to direct the Village Clerk to publish proper notice of destruction of noxious weeds.* Carried.

PLANNING DEPARTMENT

Update on Plan Commission matters

Trustee Petronovich read a statement from Planner Barrows. Park parking lot was approved but some members wanted landscaping on the east side. Phil Zagrodnik, Ole's Certified Survey Map to combine lots was approved

with conditions. Chris Kadow, approved the Conditional Use for Commercial Vehicle parking with some conditions. Genesee Lake Road LLC. is the Eschweiler property subdivision they closed the public hearing and then the action was tabled because they need clarification regarding a pond on the property line and if there would be rights given to the new subdivision and regarding density.

Update on Zoning Code Land Use Project

President Riley provided an update from this evening's meeting. The group discussed Contractor's Yard, Outside Storage of Equipment and Businesses in Accessory Buildings. He asked for availability of the board for a joint meeting of Plan Commission and Village Board on May 29 at 6 p.m. for event venues/agri-business.

PUBLIC WORKS DEPARTMENT

Monthly Administrative Report

The report was reviewed.

Discussion and action on Genesee Lake Road Park Parking Lot bid results and authorization to award contract

MOTION: (Lee, Phillips) *to approve the bid results for the Genesee Lake Road Park Parking Lot and to authorize SEH to proceed with awarding the contract to the lowest responsible bidder, Wolf Paving, Inc., as part of the 2025 Road Paving Program.*

President Riley stated he thought part of this was from Impact Fees. Director Nash replied part of it is Impact Fees and part borrowing. President Riley asked for the breakdown of those costs. Director Nash stated \$268,953 was slated to for Impact Fees and remainder \$160,994 was for borrowing.

Carried.

Discussion and action on 2025 Road Paving Program bid results and authorization to award contract

Public Works Director Nash stated the bids came in a bit more favorably and are approximately \$50,000 under the initial estimate, including the 10% contingency. Roads to be paved are: Delafield Road, N. DeKoven Road and the Alternate Bid for paved shoulders on Delafield Road.

MOTION: (Arenz, Lee) *to approve the recommended paving program option inclusive of the Base Bid and Alternate Bid No. 1 and to authorize SEH to proceed with awarding the 2025 Village of Summit Road Paving Program contract to the lowest responsible bidder, Wolf Paving, Inc. Carried. Petronovich opposed.*

Discussion and action on proposed Resolution Proclaiming April 25, 2025 as Arbor Day in the Village of Summit

MOTION: (Lee, Arenz) *to adopt Resolution 25-470 Proclaiming April 25, 2025 as Arbor Day in the Village of Summit. Carried.*

POLICE DEPARTMENT

Monthly Report

The monthly report was reviewed.

WESTERN LAKES FIRE DISTRICT

Monthly Report

Chief Bowen dropped off the report but did not attend the meeting.

VILLAGE BOARD

Discussion and action on appointments to the following:

- a. Plan Commission: 1 *three year (regular)*
- b. Cemetery Board: 1 *three year & 1 two year (regular)*
- c. Police Commission: 2 *five year (regular)*
- d. Zoning Board of Appeals: 2 *three year (regular)*
- e. Board of Review: 7 *two year (5 regular, 2 alternate)*

MOTION: (Riley, Petronovich) *to appoint Jim Siepmann as a regular member of the Plan Commission for a 3-year term.* Carried.

MOTION: (Arenz, Lee) *to appoint Harold Miller as a regular member of the Cemetery Board for a 3-year term.* Carried.

MOTION: (Riley, Lee) *to appoint Kraig Arenz, Sr. as a regular member of the Cemetery Board for a 2-year term.* Carried.

MOTION: (Riley, Arenz) *to appoint Sean Osborne and Bruce Wickert as regular members of the Police Commission for a 5-year term.* Carried.

MOTION: (Riley, Phillips) *to appoint Stephen Styza, Matt Schmitz, Lisa Mellone, Jodie Wright and Justin Phillips as regular members of the Board of Review for a 2-year term.* Carried.

Discussion on ATV/UTV Ordinance status

Trustee Arenz reported that he recently met with Director Nash and Chief Hartert.

Chief Hartert stated that the issue is that the County is not willing to allow us to use their roads at this time but he thinks there is a very good chance that will open up next year. His concerns are, if we get the signs up and we enact the ordinance now, there is a provision in that ordinance that prohibits cruising around the neighborhood on an ATV. Many of the neighborhoods, you can't get out of if you can't get past a county roadway. He'd hate to set people up for failure going around in circles in a subdivision and then complaints are made and they'd have to issue citations. Or, people going on a county roadway to get where they want to go. Thinks it would be prudent to hold off on this for one more year and do it the right way so we don't put people in the trick bag whether doing it on purpose or on accident.

There was discussion about how this makes sense for Village of Dousman at this time because of how their community is laid out.

Director Nash stated that if we did decide to move forward and just sign the village roads, we'd still have to make amendments to the ordinance as it reads right now. Looking at staff time and enforceability issues, it doesn't make sense to do it twice because ultimately if we make a change now and then have to go back to make additional changes if the County decides to allow their roads to be included. There was some discussion about two additional county sections that may be added which would be: CTH DR from CTH P to the Park and Ride and also CTH P north of the roundabouts to Valley Road.

Trustee Arenz added that Waukesha County has gone out and done site surveys on the segments of roads that the Village has requested and offered Sawyer Road north segment because it already has a clear zone and the bike traffic, because of the bike trail, is already exempt from that segment of the road. Over a half dozen of people in Lake Country Village reached out to Waukesha County about what their steps would be to get access to be able to do that. That's why we would add that segment on to the list. He agreed with Director Nash related to the ordinance and that it doesn't make sense to change it now and then have to do it a third or fourth time. Once Eagle gets their Pilot done, there is the potential for additional requests or comments from the county and he'd rather wait until we have all of those moving pieces to do one ordinance. In June or July a group of municipalities will come forward with the segment of roads they want and then in October or November, Hans would respond back and that would go to the County's DPW Sub-committee for response and then in January based on that recommendation, it would go to the full County Board for implementation.

Discussion and action on 2025/2026 Insurance Renewals

MOTION: (Arenz, Lee) *to approve the renewal for LWMMI 2025/2026 Insurance Renewals.*

Administrator-Clerk/Treasurer stated the package premium overall will increase by 6.3% which is considered below average. This is the group that the Village has been using since it incorporated in 2010.

Trustee Lee stated that with insurance, it seems to make sense that everybody says you should check it every five or so years to see if somebody else is less expensive and if we've been doing this since 2010. Administrator Michael responded that the Village has checked it and thought it was approximately 5-6 years ago. Trustee Arenz agreed that was done and the other proposal didn't come close in comparison.

Trustee Arenz stated he'd like to request that staff ask them to help us figure out where we might be able to impact and lower our renewals. He understands there are certain things we can't control but could they review what we do and see if there is anything within our control that could work on. Additionally, could we save anything by changing deductibles.

Discussion and action on borrowing for 2025 Capital Improvements

Administrator-Clerk/Treasurer Michael reviewed the information provided for the State Trust Fund Loan program with regards to current interest rates and the amount of projected borrowing for the 2025 CIP. She reported that she also sent a message to Bank Five Nine to inquire if they'd be interested in submitting a proposal and received a response that they would take a look and give us a response.

Trustee Arenz stated this is a larger borrowing than normal and is the only reason why we should consider looking at other options.

Administrator Michael will move forward with the process and hope that by the June meeting we will have responses to make the decision.

Update on Assessor 2025 activities

Administrator-Clerk/Treasurer Michael stated that Trustee Arenz requested this update so there was a memo from Shanda at Accurate with a report on the functions they have completed or have in process since their contract start date of January 1 included in the packet.

President Riley asked if there has been any issue with the Building Inspector's access to the new program. Administrator-Clerk/Treasurer Michael responded she has not received any feedback regarding that but that Accurate has reached out to the Building Inspector for copies of permits.

Trustee Arenz stated that he has not had any negative comments regarding the new firm and in the past he has heard complaints related to Ag land.

Discussion and action to set items for May 8, 2025 regular Village Board meeting

Trustee Lee will miss the June meeting. Trustee Phillips might miss the May meeting.

ADJOURN VILLAGE BOARD MEETING

MOTION: (Lee, Phillips) *to adjourn at 7:55 p.m.* Carried.

Respectfully Submitted,

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

Next Regular Meeting: May 8, 2025