



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

AGENDA

Village Board Meeting

Thursday, June 12, 2025 at 6:30 p.m.

At the Summit Village Hall, 37100 Delafield Road

1. CALL TO ORDER
2. ROLL CALL AND CONFIRM POSTING
3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT

5. 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 May 8, 2025 regular meeting
 - B. May, 2025 payables
 - C. Renewal applications for Alcohol Beverage Retail License Class “B” Beer and “Class B” Liquor for a term of July 1, 2025 to June 30, 2026:
 - i. Stolley’s Hogg Alley, LLC, Agent: Jeffery David Stoll, Trade Name: Stolley’s Hogg Alley LLC 2008 North Venice Beach Road
 - ii. Ole LLC, Agent: Phil Zagrodnik, Trade Name: Ole’s Tap LLC 34324 Delafield Road
 - iii. Nemahbin Lake Partners, LLC, Agent: Daniel Della, Trade Name: Panga Bar & Grill 34422 Delafield Road
 - iv. S&S Lakeside, Inc., Agent: Karlis Vecitis, Trade Name: Lucky Chucky’s 37238 Valley Road
 - v. GLP Acquisitions LLC, Agent: Ann Rollefson, Trade Name: Golden Lake Pub 604 S Golden Lake Road
 - D. Application for Alcohol Beverage Retail License Class “B” Beer for a term of July 1, 2025 to June 30, 2026:
 - i. Miller’s Sandy Beach Diner, LLC, Agent: Ann Rollefson Trade Name: Miller’s Sandy Beach 460 S Golden Lake Road
 - E. Application for Cigarette and Tobacco Products Retail License for: Stolley’s Hogg Alley, LLC and Ole, LLC for a term of July 1, 2025 to June 30, 2026
 - F. Application for Special Events: GLP Acquisitions LLC, d/b/a Golden Lake Pub 604 S Golden Lake Road on July 12: 10 am – 8 pm for Fundraiser for Type I Diabetes

6. PLANNING DEPARTMENT
 - A. Update on Plan Commission matters
 - B. Update on Zoning Code Land Use Project
 - C. Discussion and action on a request by Genesee Lake Road LLC, to determine the preferred location of a trail easement that will benefit Waukesha County as part of the proposed Bark River Conservancy Subdivision. The subject property is owned by Mary Alice Eschweiler and

located on the south side of Genesee Lake Road, south and east of the Ravinia Park Subdivision. The property is part of the NW ¼ and NE ¼ of Section 26, T7N, R17E (SUMT0678996).

- D. Discussion and action on a request of Jack Collier, on behalf of Rogers Behavioral Health, Inc., for a revised Certified Survey Map approval to combine several properties located at 34700 Valley Road (SUMT0622977002), 3646 N. Sawyer Road (SUMT0622987), a portion of 3630 N. Sawyer Road (SUMT0622986), 34700D Valley Road (SUMT0622982), SUMT0622980002, SUMT0622979002, and a portion of a property located on N. Hickory Lane (SUMT0622980004).

7. PUBLIC WORKS DEPARTMENT

- A. Monthly Administrative Report
- B. Discussion and action on appointment of Cemetery Sexton
- C. Discussion and action on Summit Cemetery Pet Ossuary Name
- D. Discussion and action on Resolution Amending Cemetery Charges and Fees Pursuant to Ordinance No. 22-2014
- E. Discussion and action on approval of a 2025 Farmland Lease Agreement with Daniel Rollefson for rental of land at Genesee Lake Road Park

8. POLICE DEPARTMENT

- A. Monthly Report
- B. Discussion and action to accept donation of \$5,000 for use toward future squad video equipment
- C. Discussion and action to accept donation from Former Summit Police Chief, James Race, of LED lights for the lighting of the flag at Atkins/Olson Park

9. WESTERN LAKES FIRE DISTRICT

- A. Monthly Report

10. VILLAGE BOARD

- A. Discussion and action on borrowing for 2025 Capital Improvement Plan
- B. Discussion and action to set items for July 10, 2025 regular Village Board meeting

11. ADJOURN VILLAGE BOARD MEETING

Respectfully Submitted,

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

Next Regular Meeting: July 10, 2025

Posted: June 6, 2025

**** Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service contact the Village Hall at 567-2757.

It is possible that members of and possible a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any other governmental body except by the Village Board noticed above.

VILLAGE OF SUMMIT
 Payables Report for
 June 12, 2025 Meeting
 Prepared by Debbie Michael

Summary of May, 2025 Payables

Paid Check Batches:

\$ Amount	Description
164,784.29	Mid Month checks

Total \$ 164,784.29	

Batches For Payment:

\$ Amount	Description
76,811.65	May Payables
4,194.76	Credit Card

Total \$ 81,006.41	

Total May Payables for Approval: \$ 245,790.70

Approved by the Summit Village Board on this the 12th day of June, 2025

Engineering	\$	6,478.70
Village		1,460.00
Billed		5,018.70
Planning		8,670.00
Planner		6,090.00
Special Project		1,020.00
Billed		1,560.00
Legal	\$	7,611.85
Village		5,480.65
Billed		2,131.20

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ALL Checks

Posted From: 5/10/2025 From Account:
Thru: 6/05/2025 Thru Account:

Check Nbr	Check Date	Payee	Amount
409250	5/21/2025	PLANNING & ZONING LLC APR PLANNING	
100-00-56301-290-000		VILLAGE PLANNER O/S SERVICES APR PLANNING 119	6,600.00
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE ROGERS 121	510.00
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE LURVEY SUB 121	120.00
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE PANGA 121	30.00
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE JONES 121	120.00
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE EISCHWEILER 121	660.00
100-00-56302-290-000		PLANNER SPECIAL PROJECTS ZONING LAND USE PLAN PROJECT APR 2025 120	540.00
Total			8,580.00
409251	5/29/2025	GFL ENVIRONMENTAL APR 2025 2290 HH	
100-00-53620-000-000		GARBAGE & RECYCLING APR 2025 2290 HH 262354	40,899.55
Total			40,899.55
409252	5/29/2025	KETTLE MORAINES REC SPORTS INC. CONTRIBUTION TO KM REC SPORTS	
100-00-55200-322-000		RECREATION KMRA CONTRIBUTION TO KM REC SPORTS 04112025	3,000.00
Total			3,000.00
409253	5/29/2025	MUNICIPAL INSPECTORS LLC APR PERMITS	
100-00-52400-290-000		BUILDING INSPECT O/S SERVICES APR PERMITS APR 2025	20,652.55
Total			20,652.55
409254	5/29/2025	SECURIAN FINANCIAL GROUP INC 056302 LIFE INS	
100-00-52100-132-000		POLICE INSURANCE 056302 LIFE INS JUN 2025	164.28

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ALL Checks

Posted From: 5/10/2025 From Account:
Thru: 6/05/2025 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-53300-132-000		PUBLIC WORKS INSURANCE	28.88
		056302 LIFE INS JUN 2025	
100-00-51420-132-000		ADMIN C/T INSURANCE	30.10
		056302 LIFE INS JUN 2025	
100-00-51422-132-000		VILLAGE OFFICE INSURANCE	11.09
		056302 LIFE INS JUN 2025	
100-00-13101-000-000		ACCOUNTS RECEIVABLE OTHER	139.61
		056302 LIFE INS JUN 2025	
Total			373.96
<hr/>			
409255	5/29/2025	SECURIAN LIFE INSURANCE COMPANY	
		ACCIDENT INS	
100-00-21530-000-000		INSURANCE PAYABLE	23.22
		ACCIDENT INS 76038 JUN 2025	
Total			23.22
<hr/>			
409256	5/29/2025	WAUKESHA COUNTY TECHNICAL COLLEGE	
		BEST, HENNLICH, LIPOVSEK TRNG	
100-00-52100-312-000		POLICE TRAINING & SUPPLY	174.50
		BEST, HENNLICH, LIPOVSEK TRNG S0859985	
Total			174.50
<hr/>			
409257	6/03/2025	REGISTRATION FEE TRUST	
		NEW PLATE FOR USE BY DPW	
100-00-53300-350-000		PUBLIC WORKS EQUIP MAINT	5.00
		NEW PLATE FOR USE BY DPW 2017 FORD	
Total			5.00
<hr/>			
INS JUN	5/27/2025	EMPLOYEE TRUST FUNDS - INSURANCE	
		EMPLOYEE SHARE HLTH Manual Check	
100-00-21530-000-000		INSURANCE PAYABLE	2,220.43
		EMPLOYEE SHARE HLTH JUN 2025	
100-00-51420-132-000		ADMIN C/T INSURANCE	944.77
		HEALTH INS VILLAGE PORTION JUN 2025	
100-00-52100-132-000		POLICE INSURANCE	9,808.50
		HEALTH INS VILLAGE PORTION JUN 2025	
100-00-53300-132-000		PUBLIC WORKS INSURANCE	3,269.50
		VILLAGE HEALTH INS PORTION JUN 2025	
Total			16,243.20

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ALL Checks

Posted From: 5/10/2025 From Account:
Thru: 6/05/2025 Thru Account:

Check Nbr	Check Date	Payee	Amount
PTAX WK20 5/20/2025		SIKICH - PAYROLL TAXES	
PAYROLL TAXES			Manual Check
100-00-21511-000-000		SS/MEDICARE TAXES PAYABLE	4,479.81
		PAYROLL TAXES WK 20	
100-00-21511-000-000		SS/MEDICARE TAXES PAYABLE	1,047.67
		PAYROLL TAXES WK 20	
100-00-21512-000-000		FEDERAL W/H TAXES PAYABLE	7,744.79
		PAYROLL TAXES WK 20	
100-00-21513-000-000		STATE TAX W/H TAX PAYABLE	3,018.67
		PAYROLL TAXES WK 20	
100-00-21511-000-000		SS/MEDICARE TAXES PAYABLE	5,527.48
		PAYROLL TAXES WK 20	
			Total 21,818.42

4/4/25 WDC 5/20/2025		EMPOWER RETIREMENT - WDC	
APR 4 PAYROLL			Manual Check
100-00-21525-000-000		ROTH	1,032.91
		APR 4 PAYROLL 1298684242	
100-00-21526-000-000		457 DEF COMP	2,767.91
		APR 4 PAYROLL 1298684242	
			Total 3,800.82

PTAX WK 18 5/05/2025		SIKICH - PAYROLL TAXES	
PAYROLL TAXES			Manual Check
100-00-21511-000-000		SS/MEDICARE TAXES PAYABLE	4,179.67
		PAYROLL TAXES WK 18	
100-00-21511-000-000		SS/MEDICARE TAXES PAYABLE	977.48
		PAYROLL TAXES WK 18	
100-00-21512-000-000		FEDERAL W/H TAXES PAYABLE	6,564.61
		PAYROLL TAXES WK 18	
100-00-21513-000-000		STATE TAX W/H TAX PAYABLE	2,812.38
		PAYROLL TAXES WK 18	
100-00-21511-000-000		SS/MEDICARE TAXES PAYABLE	5,157.15
		PAYROLL TAXES WK 18	
			Total 19,691.29

04/20/25 WDC 5/20/2025		EMPOWER RETIREMENT - WDC	
APR 18 PAYROLL			Manual Check

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Posted From: 5/10/2025 From Account:
Thru: 6/05/2025 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-21525-000-000		ROTH	1,036.18
	APR 18	PAYROLL	1298684536
100-00-21526-000-000		457 DEF COMP	2,771.18
	APR 18	PAYROLL	1298684536
Total			3,807.36

WRS APR 2025 5/30/2025 EMPLOYEE TRUST FUNDS - RETIREMENT
GENERAL

Manual Check

100-00-53300-131-000		PUBLIC WORKS WRS	3,626.68
		GENERAL	APR 2025
100-00-51422-131-000		VILLAGE OFFICE WRS	517.74
		GENERAL	APR 2025
100-00-52100-131-000		POLICE WRS	614.62
		GENERAL	APR 2025
100-00-51420-131-000		ADMIN C/T WRS	1,422.86
		GENERAL	APR 2025
100-00-52100-131-000		POLICE WRS	19,532.52
		PROTECTIVE W/SS	APR 2025
Total			25,714.42

Grand Total 164,784.29

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Dated From: 6/13/2025 From Account:
Thru: 6/13/2025 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
6/13/2025 ACCURATE APPRAISAL LLC			
JUN 2025			
100-00-51530-290-000		ASSESSOR O/S SERVICES	2,500.00
	JUN 2025	5475	
			Total 2,500.00
6/13/2025 ACE HARDWARE OF OCONOMOWOC			
BUSHING, VALVE			
100-00-54910-390-000		CEMETERY EXPENSE	10.99
		BUSHING, VALVE 260247	
100-00-54910-390-000		CEMETERY EXPENSE	47.16
		MISC 260254	
100-00-54910-390-000		CEMETERY EXPENSE	59.99
		LANDSCAPE RAKE 260196	
100-00-54910-390-000		CEMETERY EXPENSE	203.89
		MISC TOOLS HOSE BIBB, PADLOCK 260245	
100-00-52100-390-000		POLICE EXPENSE	17.99
		PUSHBROOM 260481	
100-00-53300-340-000		PUBLIC WORKS ICE & SNOW	69.97
		TIE DOWNS PREWET TANKS & SALTERS 260346	
100-00-55200-390-000		RECREATION EXPENSE	4.59
		FAUCET LOCKNUT PARK RESTROOMS 260563	
			Total 414.58
6/13/2025 ACUIY SPECIALTY PRODUCTS INC			
TRASH BAGS			
100-00-55200-390-000		RECREATION EXPENSE	117.26
		TRASH BAGS 9011155730	
			Total 117.26
6/13/2025 ALL-WAYS CONTRACTORS INC			
SCREENED TOPSOIL 7 YDS			
100-00-54910-390-000		CEMETERY EXPENSE	140.00
		SCREENED TOPSOIL 7 YDS 62152	
			Total 140.00
6/13/2025 CENTEC SECURITY SYSTEMS, INC			
CAMERAS CIP BUDGETED			

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Dated From: 6/13/2025 From Account:
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Voucher Nbr	Check Date	Payee	Amount
400-00-57400-000-000		CAPITAL PURCHASE	4,042.00
		CAMERAS CIP BUDGETED	1129673
100-00-52100-390-000		POLICE EXPENSE	3,000.00
		CAMERAS - DONATION LEE	1129673
100-00-52105-000-000		COMMUNITY OUTREACH PROG	2,217.00
		CAMERAS - SILVER CIRCLE DONATION	129673
Total			9,259.00

6/13/2025 CLEAN RITE SUPPLY INC			
VEHICLE WASH 5G PAIL			
100-00-53300-350-000		PUBLIC WORKS EQUIP MAINT	89.07
		VEHICLE WASH 5G PAIL	151109
Total			89.07

6/13/2025 CONLEY MEDIA LLC			
MAY 29 LISTENING SESSION			
100-00-56302-290-000		PLANNER SPECIAL PROJECTS	213.58
		MAY 29 LISTENING SESSION	3084220525-2
Total			213.58

6/13/2025 CONTREE SPRAYER & EQUIPMENT COMPANY LLC			
REPAIR PARTS FOR EQUIP			
100-00-53300-340-000		PUBLIC WORKS ICE & SNOW	53.49
		REPAIR PARTS FOR EQUIP	83353
Total			53.49

6/13/2025 COREY OIL LTD			
353.9 GAL GAS			
100-00-52100-250-000		POLICE FUEL	1,028.08
		353.9 GAL GAS	398314
100-00-53300-250-000		PUBLIC WORKS FUEL	579.85
		203.1 GAL DIESEL	398509
100-00-52100-250-000		POLICE FUEL	1,219.23
		419.7 GAL GAS	397265
100-00-52100-250-000		POLICE FUEL	944.99
		338.1 GAL GAS	397904
Total			3,772.15

6/13/2025 DAN PLAUTZ CLEANING SERVICE, INC.			
MAY CLEANING			

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Voucher Nbr	Check Date	Payee	Amount
100-00-51600-280-000	6/13/2025	VILLAGE HALL CLEANING	780.00
		MAY CLEANING 8800	
Total			780.00
6/13/2025 DIVERSIFIED BENEFIT SERVICES INC			
MAY ADMIN			
100-00-51600-210-000	6/13/2025	VILLAGE HALL 3RD PARTY ADMIN	95.00
		MAY ADMIN 442840	
Total			95.00
6/13/2025 FASTENAL COMPANY			
NUTS, BOLTS			
100-00-53300-390-000	6/13/2025	PUBLIC WORKS EXPENSE	64.52
		NUTS, BOLTS WIMI5111852	
Total			64.52
6/13/2025 G-BROCKS AUTO REPAIR			
BRAKE PADS 2023 FORD			
100-00-52100-260-000	6/13/2025	POLICE SQUAD REP & MAINT	724.19
		BRAKE PADS 2023 FORD 155823	
Total			724.19
6/13/2025 GLOBE LIFE			
SUPPLEMENTAL INS			
100-00-21530-000-000	6/13/2025	INSURANCE PAYABLE	786.06
		SUPPLEMENTAL INS JUN 2025 31354	
Total			786.06
6/13/2025 GUTHRIE & FREY INC			
VILLAGE PARK RESTROOMS PRESSURE TANK			
100-00-55200-390-000	6/13/2025	RECREATION EXPENSE	2,200.00
		VILLAGE PARK RESTROOMS PRESSURE TANK 15539	
Total			2,200.00
6/13/2025 INSIGHT FS			
RANGER PRO/SNAPSHOT			
100-00-51600-240-000	6/13/2025	VILLAGE HALL REPAIRS & MAINT	238.50
		RANGER PRO/SNAPSHOT 57001660	
Total			238.50

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Dated From: 6/13/2025 From Account:
Thru: 6/13/2025 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
6/13/2025 ITU ABSORB TECH INC			
UNIFORMS			
100-00-53300-390-000		PUBLIC WORKS EXPENSE	7.40
		UNIFORMS 8528333	
100-00-51600-240-000		VILLAGE HALL REPAIRS & MAINT	140.31
		SHOP TOWELS & MATS 8528333	
100-00-53300-390-000		PUBLIC WORKS EXPENSE	7.40
		UNIFORMS 8535783	
100-00-51600-240-000		VILLAGE HALL REPAIRS & MAINT	18.79
		SHOP TOWELS & MAT SERVICE 8535783	
100-00-53300-390-000		PUBLIC WORKS EXPENSE	7.40
		UNIFORMS 8539598	
100-00-53300-390-000		PUBLIC WORKS EXPENSE	7.40
		UNIFORMS 8531940	
100-00-53300-390-000		PUBLIC WORKS EXPENSE	7.40
		UNIFORMS 8543355	
100-00-51600-240-000		VILLAGE HALL REPAIRS & MAINT	140.31
		SHOP TOWELS AND MATS 8543355	
Total			336.41
6/13/2025 JOHNSON'S NURSERY LLC			
APR 21 YARDWASTE			
100-00-53620-000-000		GARBAGE & RECYCLING	300.96
		APR 21 YARDWASTE 04255200	
Total			300.96
6/13/2025 KAMRON NASH			
SENTRYWORLD HOTEL ROOM APWA CONF			
100-00-53300-321-000		PUBLIC WORKS DUES & TRAINING	518.00
		SENTRYWORLD HOTEL ROOM APWA CONF RJZ9VFSQC	
Total			518.00
6/13/2025 KIESLER POLICE SUPPLY			
FIREARMS			
100-00-52100-312-000		POLICE TRAINING & SUPPLY	1,746.36
		FIREARMS IN259592	
100-00-52100-312-000		POLICE TRAINING & SUPPLY	2,463.12
		FIREARMS IN260713	

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Dated From: 6/13/2025 From Account:

Thru: 6/13/2025 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
Total			4,209.48

6/13/2025 KONTNEY COMPUTER GROUP
 SWITCHOVER TO .GOV DOMAIN PD & VILLAGE

100-00-51600-320-000	VILLAGE HALL IT SUBSCRIPTIONS		600.00
	SWITCHOVER TO .GOV DOMAIN PD & VILLAGE	25941	
400-00-57400-000-000	CAPITAL PURCHASE		699.00
	POE SWITCH FOR NEW CAMERAS	25915	
Total			1,299.00

6/13/2025 LAKE COUNTRY HEATING & COOLING
 SPRING MAINT HVAC

100-00-51600-240-000	VILLAGE HALL REPAIRS & MAINT		2,265.00
	SPRING MAINT HVAC	63869	
Total			2,265.00

6/13/2025 LANGE ENTERPRISES INC
 U CHANNEL POSTS & ADDRESS SIGN

100-00-53300-370-000	PUBLIC WORKS ROAD MAINTENANCE		114.00
	U CHANNEL POSTS & ADDRESS SIGN	91134	
100-00-53300-370-000	PUBLIC WORKS ROAD MAINTENANCE		50.28
	NO PARKING SIGNS	91286	
Total			164.28

6/13/2025 LINCOLN CONTRACTORS SUPPLY INC
 PLATE COMPACTOR

100-00-53300-370-000	PUBLIC WORKS ROAD MAINTENANCE		2,455.00
	PLATE COMPACTOR	J46477	
100-00-55200-390-000	RECREATION EXPENSE		979.00
	LASER LEVEL PKG	J46477	
Total			3,434.00

6/13/2025 MILLER MONUMENT CO
 RAMIREZ, SCHMITZ, RIEMER

100-00-54910-335-000	CEMETERY ENGRAVING		978.00
	RAMIREZ, SCHMITZ, RIEMER	36835	
Total			978.00

6/13/2025 MUNICIPAL LAW & LITIGATION GROUP SC
 MISC LEGAL APR/MAY 2025

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Dated From: 6/13/2025 From Account:
Thru: 6/13/2025 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
100-00-51300-290-000		LEGAL EXPENSE O/S SERVICES	2,913.35
		MISC LEGAL APR/MAY 2025 14862	
100-00-51300-290-000		LEGAL EXPENSE O/S SERVICES	2,502.30
		TRAFFIC 14862	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	281.00
		ROGERS 14862	
100-00-51300-290-000		LEGAL EXPENSE O/S SERVICES	35.00
		LIBBEY 14862	
100-00-51300-290-000		LEGAL EXPENSE O/S SERVICES	30.00
		RAABE 14862	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	131.30
		LANG 14862	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	1,178.20
		ESCHWEILER 14862	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	66.30
		LURVEY 14862	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	356.00
		CEDAR RIDGE/ROGERS 14862	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	118.40
		JONAS 14862	
Total			7,611.85

6/13/2025 OCONOMOWOC LANDSCAPE SUPPLY
WEED BARRIER & LIMESTONE BREENS BAY RD

100-00-53300-345-000		PUBLIC WORKS MS4	52.54
		WEED BARRIER & LIMESTONE BREENS BAY RD S407710	
100-00-54910-390-000		CEMETERY EXPENSE	239.94
		50LB MULCH S406099	
Total			292.48

6/13/2025 PAT'S HEATING & AIR CONDITIONING
AFTER HOURS DIAGNOSTIC ON A/C

100-00-51600-240-000		VILLAGE HALL REPAIRS & MAINT	281.00
		AFTER HOURS DIAGNOSTIC ON A/C 148723	
Total			281.00

6/13/2025 PLANNING & ZONING LLC
MAY PLANNING

Dated From: 6/13/2025 From Account:
 Thru: 6/13/2025 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
100-00-56301-290-000		VILLAGE PLANNER O/S SERVICES	6,090.00
		MAY PLANNING 128	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	390.00
		ROGERS 130	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	60.00
		RAABE REZONE/CSM 130	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	150.00
		PANGA 130	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	150.00
		JONAS 130	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	360.00
		EISCHWEILER 130	
100-00-56302-290-000		PLANNER SPECIAL PROJECTS	1,020.00
		ZONING LAND USE PLAN PROJECT MAY 2025 129	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	120.00
		KADOW 130	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	60.00
		HANKE 130	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	90.00
		KRANZMAN 130	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	120.00
		KUMMROW 130	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	60.00
		PABST FARMS DEVELOPMENT 130	
Total			8,670.00

6/13/2025 PROHEALTH CARE

LAB DRAWS 5 PATIENTS

100-00-52100-390-000		POLICE EXPENSE	196.95
		LAB DRAWS 5 PATIENTS 10007072868	
Total			196.95

6/13/2025 PROHEALTH MEDICAL GROUP

DZOMBA DOT DRUG ALCOHOL

100-00-53300-390-000		PUBLIC WORKS EXPENSE	57.00
		DZOMBA DOT DRUG ALCOHOL 326551	
Total			57.00

6/05/2025 3:25 PM

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Dated From: 6/13/2025 From Account:
Thru: 6/13/2025 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
6/13/2025 SHORT ELLIOTT HENDRICKSON INC			
GIS MAPPING FOR ZONING LAND USE SUB COMM			
100-00-56302-290-000		PLANNER SPECIAL PROJECTS	420.00
		GIS MAPPING FOR ZONING LAND USE SUB COMM 488320	
100-00-53300-345-000		PUBLIC WORKS MS4	252.50
		MS4 APR 2025 488320	
100-00-53101-000-000		ENGINEERING O/S SERVICES	787.50
		APRIL GEN ENG 488320	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	273.50
		WHITESTONE 488319	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	483.50
		PIALA 488319	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	900.00
		ROGERS 488319	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	313.75
		OLES 488319	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	546.25
		PANGA 488319	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	559.20
		KEMP 488319	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	580.00
		LURVEY SUBDIVISION 488319	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	1,051.25
		ESCHWEILER/BARK RIVER CONSERVANCY 488319	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	311.25
		MIDWEST FIBER DELAFIELD RD EC PERMIT 488319	
Total			6,478.70

6/13/2025 STANDARD INSURANCE COMPANY RC

STD LTD INS

100-00-52100-132-000		POLICE INSURANCE	760.53
		STD LTD INS JUN 2025	
100-00-53300-132-000		PUBLIC WORKS INSURANCE	242.25
		LTD STD INS JUN 2025	
100-00-51422-132-000		VILLAGE OFFICE INSURANCE	31.93
		STD LTD INS JUN 2025	
100-00-51420-132-000		ADMIN C/T INSURANCE	83.49
		STD LTD INS JUN 2025	

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Dated From: 6/13/2025 From Account:
Thru: 6/13/2025 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
Total			1,118.20

6/13/2025 STRAND ASSOCIATES INC
DOUSMAN RD TRL TAP REIMB

100-00-57400-000-000		CAPITAL PURCHASE	9,200.58
		DOUSMAN RD TRL TAP REIMB	0224385
100-00-57400-000-000		CAPITAL PURCHASE	2,300.14
		DOUSMAN RD TRL STEWARDSHIP GRANT	0224385
Total			11,500.72

6/13/2025 SUNSET SEPTIC SERVICES
PUMP/REPLACE LIFT PUMP/FLOAT SWITCH WELL

100-00-55200-390-000		RECREATION EXPENSE	2,115.00
		PUMP/REPLACE LIFT PUMP/FLOAT SWITCH WELL	I22768
Total			2,115.00

6/13/2025 TATE SEHRBROCK
RUNNING SHOES

100-00-52100-313-000		POLICE CLOTHING ALLOW	67.50
		RUNNING SHOES	ONLINE
Total			67.50

6/13/2025 TOTAL MECHANICAL
ELECTRICAL

100-00-51600-240-000		VILLAGE HALL REPAIRS & MAINT	210.00
		ELECTRICAL	2503643
Total			210.00

6/13/2025 WAUKESHA COUNTY TECHNICAL COLLEGE
TRAINING TS, GW, MA, JB, RL, KP

100-00-52100-312-000		POLICE TRAINING & SUPPLY	543.90
		TRAINING TS, GW, MA, JB, RL, KP	S0863245
Total			543.90

6/13/2025 WAUKESHA COUNTY TREASURER
LOADER BACKHOE LABOR

100-00-53300-350-000		PUBLIC WORKS EQUIP MAINT	457.37
		LOADER BACKHOE LABOR	CINV2025-00045
100-00-52100-390-000		POLICE EXPENSE	31.27
		APR PRISONER HOUSING 1	CINV2025-00024

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Dated From: 6/13/2025 From Account:
Thru: 6/13/2025 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
100-00-51440-390-000		ELECTIONS	217.00
	APRIL 1	ELECTION BALLOTS	
		CINV2025-00222	
Total			705.64

6/13/2025 WESTERN CULVERT & SUPPLY INC
CULVERT AND FLARED ENDS

100-00-53300-345-000		PUBLIC WORKS MS4	834.00
		CULVERT AND FLARED ENDS	
		0727804	
Total			834.00

6/13/2025 WI DEPARTMENT OF TRANSPORTATION
DOT BRIDGE DELAFIELD RD

100-00-53300-370-000		PUBLIC WORKS ROAD MAINTENANCE	0.86
		DOT BRIDGE DELAFIELD RD	
		395-0000390270	
100-00-53300-370-000		PUBLIC WORKS ROAD MAINTENANCE	1.19
		DOT BRIDGE DELAFIELD RD	
		395-0000393393	
Total			2.05

6/13/2025 WISCONSIN DNR - ENVIRONMENTAL FEES
ANNUAL STORMWATER FEE

100-00-53300-345-000		PUBLIC WORKS MS4	500.00
		ANNUAL STORMWATER FEE	
		268593380-2025-1	
Total			500.00

6/13/2025 WISCONSIN PROFESSIONAL POLICE ASSOCIATION INC
JUN 2025 UNION PAC 8

100-00-21550-000-000		UNION DUES	0.80
		JUN 2025 UNION PAC 8	
		24172	
100-00-21550-000-000		UNION DUES	364.80
		JUN 2025 UNION LEER 8	
		24819	
100-00-21550-000-000		UNION DUES	48.00
		JUN 2025 UNION ELPP 8	
		120118E	
Total			413.60

6/13/2025 WOLF PAVING CO INC
.89 TON MATERIAL FOR POTHOLE PATCHING

100-00-53300-370-000		PUBLIC WORKS ROAD MAINTENANCE	61.63
		.89 TON MATERIAL FOR POTHOLE PATCHING	
		50735	
100-00-53300-370-000		PUBLIC WORKS ROAD MAINTENANCE	198.90
		3.06 TON HOT MIX ASPHALT BREENS BAY RD	
		50885	

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Dated From: 6/13/2025 From Account:
Thru: 6/13/2025 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
			Total 260.53
			Grand Total 76,811.65



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



ACCOUNT NUMBER
STATEMENT DATE 05-26-2025
AMOUNT DUE \$4,194.76
NEW BALANCE \$4,194.76
PAYMENT DUE ON RECEIPT

000015321 01 SP 106481
VILLAGE OF SUMMIT
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

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	\$4,607.66	\$4,194.76	\$0.00	\$0.00	\$0.00	\$0.00	\$4,607.66	\$4,194.76

CORPORATE ACCOUNT ACTIVITY

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-15	05-15		AUTO PAYMENT DEDUCTION	4,607.66 CR
TOTAL CORPORATE ACTIVITY				\$4,607.66 CR

NEW ACTIVITY

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-01	04-30	24692165120100413310571	AMAZON.COM*375S36CZ3 AMZN.COM/BILL WA	149.99
05-07	05-01	24639235126900018500141	SIRCHIE ACQUISITION COMPA 919-5542244 NC	106.50
05-08	05-07	24692165127104299863896	AMAZON MKTPL*NB531KD1 AMZN.COM/BILL WA	13.99
05-12	05-10	24011345130100002604186	PADDLE.NET* CRASHPLAN PADDLE.COM NY	19.98
05-12	05-11	24692165132108391319197	AMAZON.COM*N14P40H70 AMZN.COM/BILL WA	81.69
05-14	05-13	24717055133271333031297	FVTC FINANCIAL SERVICES 920-7355797 WI	295.00
TOTAL ACTIVITY				\$959.84

52100
52105
390
390
312
52101-390
52101-390

CUSTOMER SERVICE CALL

800-344-5696

ACCOUNT NUMBER

ACCOUNT SUMMARY

STATEMENT DATE 05/26/25
DISPUTED AMOUNT .00

PREVIOUS BALANCE	4,607.66
PURCHASES & OTHER CHARGES	4,194.76
CASH ADVANCES	.00
CASH ADVANCE FEES	.00
LATE PAYMENT CHARGES	.00
CREDITS	.00
PAYMENTS	4,607.66
ACCOUNT BALANCE	4,194.76

AMOUNT DUE

4,194.76

SEND BILLING INQUIRIES TO:

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

RECEIVED
JUN 3 2025
BY: _____



Company Name: VILLAGE OF SUMMIT
Corporate Account Number:
Statement Date: 05-26-2025

NEW ACTIVITY

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-26	05-24	24000775144100004906477	MSFT * E0400W68NE MICROSOFT.COM WA	128.00
05-26	05-23	24011345143100064006341	PADDLE.NET* CRASHPLAN PADDLE.COM NY	164.69

52100-
390
390

DEPT OF PUBLIC WORKS	CREDITS \$0.00	PURCHASES \$1,656.02	CASH ADV \$0.00	TOTAL ACTIVITY \$1,656.02
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Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-07	05-06	24941665126143352530603	FLEET FARM 5000 OCONOMOWOC WI	40.44
05-08	05-07	24717055128641281553707	REINDERS WAUKESHA WAUKESHA WI	71.44
05-12	05-09	24941665129144832664712	FLEET FARM 5000 OCONOMOWOC WI	29.99
05-14	05-12	24005955133900010500727	OCONOMOWOC LANDSCAPE SUP 262-5671777 WI	394.96
05-15	05-14	24717055135151356235744	UW CE REGISTRATION CENTER 608-2622451 WI	150.00
05-16	05-14	24005955135900010700549	OCONOMOWOC LANDSCAPE SUP 262-5671777 WI	734.94
05-23	05-21	24943015142010197394451	THE HOME DEPOT #4910 DELAFIELD WI	163.10
05-26	05-22	24122595143030020978190	TIMS AUTO PARTS OCONOMOWOC WI	42.45
05-26	05-24	24692165144109597401710	AMAZON MKTPL*NNOM71VU2 AMZN.COM/BILL WA	28.70

#29.97 5200-390
#10.47 54910-390
54910-390
53300-390
54910-390
53300-390
#49.16 54910-390
#113.94 53300-390
#13.95 54910-390
#14.75 51600-240

VILLAGE OF SUMMIT	CREDITS \$0.00	PURCHASES \$1,410.90	CASH ADV \$0.00	TOTAL ACTIVITY \$1,410.90
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Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-01	05-01	24204295121000800962031	MSFT * E0800W463S 800-6427676 WA	152.00
05-06	05-05	24692165125102374839049	VZWLSS*APOCC VISE 800-922-0204 FL	190.05
05-08	05-07	24692165127104295846796	SPECTRUM 855-707-7328 MO	136.98
05-08	05-07	24692165127104295850681	SPECTRUM 855-707-7328 MO	80.00
05-08	05-07	24692165127104295869384	SPECTRUM 855-707-7328 MO	550.00
05-12	05-09	24632695130501019873572	BURGHARDT SPORTING GOODS NEW BERLIN WI	50.00
05-22	05-21	24793385141000620914065	ADOBE INC 800-8336687 CA	251.87

51600-
320
52100-270
220
220
220
390
320

BRIAN M WRAALSTAD	CREDITS \$0.00	PURCHASES \$168.00	CASH ADV \$0.00	TOTAL ACTIVITY \$168.00
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Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-15	05-13	24000975134713302352026	COUNTRY INN & SUITES A APPLETON WI 0810278221 ARRIVAL: 05-12-25	84.00
05-16	05-14	24000975135719103066995	COUNTRY INN & SUITES A APPLETON WI 0810392080 ARRIVAL: 05-12-25	84.00

52100-
312
312

Department: 00000 Total: \$4,194.76
Division: 00000 Total: \$4,194.76



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: Debbie Michael, Village Administrator-Clerk/Treasurer

Date: June 5, 2025

Re: Consent Agenda Item – Liquor License Renewals

BACKGROUND: All information has been provided, background checks on agents have been done by Police Department, fees have been paid for renewal license at six establishments in the Village:

Stolley's Hogg Alley (Combo Class B License)
Ole's Tap (Combo Class B License)
Panga Bar & Grill (Combo Class B License)
Golden Lake Pub (Combo Class B License)
Lucky Chucky's (Combo Class B License)
Miller's Sandy Beach (Class "B" Beer License)

ATTACHMENTS: AB-200 Alcohol Beverage License Application

FISCAL IMPACT: \$600 revenue for 1 year "Class B" Liquor & Class "B" Beer license (Combo Class B) & \$100 revenue for Class "B" Beer License

Staff recommends approval of the renewal alcohol beverage licenses as part of the Consent Agenda



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: Debbie Michael, Village Administrator-Clerk/Treasurer

Date: June 5, 2025

Re: Consent Agenda Item – Cigarette, Tobacco & Electronic Vaping Device Applications

BACKGROUND: All information has been provided, and fees have been paid for licenses at Stolley's Hogg Alley (cigarettes for over the counter sales) & Ole's (cigarette & tobacco products for over the counter sales)

ATTACHMENTS: None

FISCAL IMPACT: \$25 revenue for 1 year license

Staff recommends approval of the applications as part of the Consent Agenda



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: Debbie Michael, Village Administrator-Clerk/Treasurer

Date: June 5, 2025

Re: Consent Agenda Item – Special Event – GLP Acquisitions

BACKGROUND: Golden Lake Pub has applied for 1 special event:
Saturday, July 12, 2025 10 am – 8 pm
Fundraiser for Type I Diabetes

ATTACHMENTS: Application

FISCAL IMPACT: \$50 revenue for each day

Staff recommends approval of the special events as part of the Consent Agenda



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: June 12, 2025

Re: **Bark River Conservancy – Trail Easement**
Part of the NW ¼ and NE ¼ of Section 26 (SUMT0678996)

BACKGROUND:

The Village Board, following a recommendation from Plan Commission, conditionally approved a rezone and preliminary plat for the Bark River Conservancy subdivision plat at their May meeting. At the meeting, Village Board requested that the applicant revise the location of the trail easement that will benefit Waukesha County. Waukesha County originally recommended that the trail be relocated to the west side of the property to avoid impacts to natural resources (proposed blue route). At the May meeting, Village Board recommended that the trail be relocated closer to the easement location that is already recorded on the property, which is on the east side of the property.

The applicant has asked to be placed on the agenda to ensure that the Village Board would prefer the location on the east side (proposed red route) following an email from Rebecca Mattano, Park System Manager for Waukesha County Parks System Division. In her email, Rebecca mentions that the red route is acceptable, but states that it is important to note that this location will decrease the feasibility of establishing a functional trail due to the natural characteristics of the area.

ATTACHMENTS: Email from Rebecca Mattano, Waukesha County Parks Systems Manager
Trail Location Map

FISCAL IMPACT: None to the Village of Summit

RECOMMENDED ACTION: Make a final decision regarding the trail easement location.

Amy Barrows

From: Rebecca Mattano <RMattano@waukeshacounty.gov>
Sent: Friday, May 16, 2025 11:17 AM
To: Amy Barrows; Dean Frederick
Cc: John Stoker; Rebekah Leto; Mark Ellena
Subject: RE: Eschweiler Parcel - Village of Summit - Waukesha Co Greenway Project - ALTERNATIVE PATHWAY LOCATIONS

Hi Amy,

Thank you for the update and for sharing the Village Board's feedback regarding the Bark River Conservancy preliminary subdivision plat.

The request to keep the trail easement on the east side of the property (proposed red route) is acceptable.

However, it's important to note that this location will decrease the feasibility of establishing a functional trail due to the natural characteristics of that area.

Please let me know if further discussion is needed or if additional information would be helpful as the Final Plat is prepared.

Thank you!

Regards,



Rebecca Mattano
Park System Manager
Department of Parks and Land Use
Park System Division
Phone: 262.548.7807
www.waukeshacounty.gov/PLU

From: Amy Barrows <planner@summitvillage.org>
Sent: Thursday, May 15, 2025 2:25 PM
To: Rebecca Mattano <RMattano@waukeshacounty.gov>; Dean Frederick <trdaf@msn.com>
Cc: John Stoker <John.Stoker@vci-wi.com>; Rebekah Leto <rleto@waukeshacounty.gov>; Mark Ellena <Mellena@eeceng.com>
Subject: RE: Eschweiler Parcel - Village of Summit - Waukesha Co Greenway Project - ALTERNATIVE PATHWAY LOCATIONS

CAUTION: This email originated from an unverified external source. Verify the legitimacy of the email before clicking links or opening attachments. If you believe this email is malicious in nature, please report it by using the Phish Alert button in Outlook.

Rebecca,

The Village of Summit Board considered the proposed Bark River Conservancy preliminary subdivision plat at their meeting on May 8th. They conditionally approved the rezone and preliminary plat, but asked that I reach out to you requesting that the trail easement remain on the east side of the property (proposed red route). The owners in the adjacent property to the west are concerned with various potential impacts of the proposed development. The Board

thought that the trail easement relocation to the west end of the development could have an impact on those owners since it may result in a trail in the rear of their lots that they would not have anticipated when they bought the properties.

Please let me know your thoughts at your earliest convenience so that the owners can move forward with the preparation of the Final Plat.

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

From: Rebecca Mattano <RMattano@waukeshacounty.gov>

Sent: Monday, March 31, 2025 1:43 PM

To: Dean Frederick <trdaf@msn.com>

Cc: John Stoker <John.Stoker@vci-wi.com>; Amy Barrows <planner@summitvillage.org>; Rebekah Leto <rleto@waukeshacounty.gov>; Mark Ellena <Mellena@eeceng.com>

Subject: RE: Eschweiler Parcel - Village of Summit - Waukesha Co Greenway Project - ALTERNATIVE PATHWAY LOCATIONS

Hello,

After consulting with the team, we have proposed a combination of alternative #2 and 3 including use of OL#1 to connect to the proposed greenway south. The attached shows the route in blue.

If this is acceptable to all parties, this is how we would like to proceed.

Thank you!

Regards,



Rebecca Mattano
Park System Manager
Department of Parks and Land Use
Park System Division
Phone: 262.548.7807
www.waukeshacounty.gov/PLU

From: Dean Frederick <trdaf@msn.com>

Sent: Thursday, March 13, 2025 12:45 PM

To: Rebecca Mattano <RMattano@waukeshacounty.gov>

Cc: John Stoker <John.Stoker@vci-wi.com>; Amy Barrows <planner@summitvillage.org>; Rebekah Leto <rleto@waukeshacounty.gov>; Mark Ellena <Mellena@eeceng.com>

Subject: Eschweiler Parcel - Village of Summit - Waukesha Co Greenway Project - ALTERNATIVE PATHWAY LOCATIONS

Good Afternoon Rebecca!

Following up on the email below, on the attached plan I have highlighted 3 potential alternatives to the existing easement. All pathway alternatives would be located in proposed outlots. A brief explanation for each alternative follows:

- Alternative 1 (red): This option most closely follows the original easement. Alternative 1 for the most part meanders around the delineated wetlands; however, it would likely require a boardwalk at 3 locations where it would cross over the wetlands or to manage steep slopes adjacent to the wetlands. This pathway would also pass through portions of the PEC and would cross over the overland overflow routes for the stormwater management ponds.
- Alternative 2 (orange): The intent of this option is to eliminate the northern part of Alternative 1 and two potential boardwalks. This option would utilize the western outlet that buffers the new lots with the existing eastern lots of Ravinia Park subdivision. This alternative would ultimately connect with the southern part of Alternative 1 and then continue west to the Bark River. It would only cross one overland overflow routes for a stormwater management pond and minimally pass through the PEC.
- Alternative 3 (purple): The intent of this option is to connect to Alternative 2 and continue westerly in an outlet that buffers the southern boundary of Ravinia Park subdivision to the Bark River. The combination of Alternative 2 and Alternative 3 would accomplish a connection to the existing PEC at the NE corner of Bark River Conservancy and provide access to the Bark River. It would replace Alternative 1 and allow greater flexibility for Ravinia Park to connect to the pathway system.

Also, please note that the developers of Bark River Conservancy have requested the Waukesha County Land Conservancy review the potential for maintenance and management of the outlets in which all 3 alternatives would lie.

Please review these potential alternatives for the Waukesha County Greenway Project through Bark River Conservancy (aka Eschweiler Property) and let me know how you would like to proceed. If you should have any questions or need additional information, please feel free to contact me at your earliest convenience.

Thanks,

Dean

From: Rebecca Mattano <RMattano@waukeshacounty.gov>

Sent: Wednesday, February 26, 2025 11:04 AM

To: Amy Barrows <planner@summitvillage.org>; Dean Frederick <trdaf@msn.com>; Rebekah Leto <rleto@waukeshacounty.gov>

Cc: John Stoker <John.Stoker@vci-wi.com>; Rebecca Mattano <RMattano@waukeshacounty.gov>

Subject: RE: Eschweiler Parcel - Village of Summit - Waukesha Co Greenway Project

Hello All,

Rebekah and I met today to discuss this project. Attached, you'll find the existing trail easement for the parcel.

As you'll see, the current easement route doesn't appear practical due to wetlands, topography, stormwater management, lot layouts, and other factors.

We will ask you to propose an updated trail path on the plat. From there, we can determine whether a new easement is needed or if it makes sense to incorporate the easement directly into the plat. Either way, a new legal description will be required for the updated trail path.

Please let us know if you have any questions.

Thank you!

Regards,



Rebecca Mattano
Park System Manager
Department of Parks and Land Use
Park System Division
Phone: 262.548.7807
www.waukeshacounty.gov/PLU

From: Amy Barrows <planner@summitvillage.org>
Sent: Monday, February 24, 2025 12:18 PM
To: Dean Frederick <trdaf@msn.com>; Rebecca Mattano <RMattano@waukeshacounty.gov>; Rebekah Leto <rleto@waukeshacounty.gov>
Cc: John Stoker <John.Stoker@vci-wi.com>
Subject: RE: Eschweiler Parcel - Village of Summit - Waukesha Co Greenway Project

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Dean,

Please have your surveyor submit the preliminary plat formally to the Wisconsin Department of Administration and Waukesha County so that all review entities can begin their formal review. Once formally submitted, objecting authorities have 20 days to respond.

Thank you.

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



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: June 12, 2025

Re: **Certified Survey Map for Rogers Memorial Hospital on Valley Road**

BACKGROUND:

See 5/15/2025 Plan Commission Staff Report. At the May 15, 2025 meeting, Plan Commission unanimously recommended approval of the proposed CSM, subject to the conditions provided in the recommended motion of this report. Their motion also included a requirement to remove a comment in the resource restrictions noted on sheet #11 of the CSM that was provided to Plan Commission for review that allowed for 20% disturbance in the Primary Environmental Corridor. The comment came from SEWRPC correspondence regarding sewer extensions. Since the Village's ordinance is more restrictive, the applicant was asked to remove the comment. The applicant was notified that if they ever need the resource restrictions modified in the future, the CSM will need to be modified. **The CSM was revised to reflect the motion. The revised CSM is included in the meeting packet.**

ATTACHMENTS: 5/15/2025 Plan Commission report
Revised Certified Survey Map dated 5/20/2025
SEWRPC 2008 letter and maps

FISCAL IMPACT: None.

RECOMMENDED MOTION:

- 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 reconfiguration and combination of lots. Therefore, this condition does not apply.**
- D. BUSINESS OR COMMERCIAL USE.** Commercial or business uses on these lots are limited to those uses approved as part of the Rogers Memorial Hospital Conditional Use Permit.
- 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.
- F. RECORDING.** The Petitioner shall submit all three CSM's that have been approved by the Village, including the signed signature sheets, to Village Hall for recording. The Village will record the CSM's, as well as the road vacation documents, at the cost of the Petitioner. The properties shall be rezoned appropriately prior to the CSM's being recorded.

AMENDED CERTIFIED SURVEY MAP REVIEW
5/15/2025 Plan Commission Meeting
Rogers Memorial Hospital Inc.

Staff Report

Village of Summit, Wisconsin

Property Location: See below table

Property Owner: Rogers Memorial Hospital Inc.

Property	Existing Zoning*	Proposed Zoning*	Land Use Plan*
34700 Valley Rd., SUMT0622977002	IN & R-2	IN	Institutional
3646 N. Sawyer Rd., SUMT0622987	R-2	IN	Institutional
3630 N. Sawyer Rd., SUMT0622986	R-2	R-2 & IN	Institutional
34700D Valley Rd., SUMT0622982	R-2	IN	Institutional
No address, SUMT0622980002	IN	No Change	Institutional
No address, SUMT0622979002	IN	No Change	Institutional
No address N. Hickory Ln., SUMT0622980004	IN & R-4	IN within CSM boundaries	SF Res. 0.6 u/acre

*The proposed zoning has been approved by Village Board. However, it is subject to the CSM being recorded so it is not yet effective.

Recommended Motion: *Motion to recommend that Village Board approve the amended Certified Survey Map for the main campus, 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 reconfiguration and combination of lots. Therefore, this condition does not apply.***
- D. *BUSINESS OR COMMERCIAL USE. Commercial or business uses on these lots are limited to those uses approved as part of the Rogers Memorial Hospital Conditional Use Permit.*

- 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.*
- F. RECORDING. The Petitioner shall submit all three CSM's that have been approved by the Village, including the signed signature sheets, to Village Hall for recording. The Village will record the CSM's, as well as the road vacation documents, at the cost of the Petitioner. The properties shall be rezoned appropriately prior to the CSM's being recorded.*

Summary:

In 2024, the Village approved a CSM to combine several lots as part of the main campus. There were two other CSM's presented for consideration that were also approved. The CSM that was proposed, as well as the CSM that is currently recorded for the main campus, identifies a Primary Environmental Corridor that covers a majority of the property that is not already developed. The proposed and recorded CSM also have a resource restriction that does not allow the construction of buildings or other disturbance activities within the environmental corridor.

Representatives from Roger's are proposing a new 24-bed residential facility located within the area designed as environmental corridor on the CSM. With that said, the recorded CSM includes a note that the corridor was taken from SEWRPC GIS digital mapping, which is based on a report dated July 23, 1996, which included a May/June 1996 site inspection. It further states that the eastern most PEC boundary is based on a field delineation completed by Dr. Donald Reed of SEWRPC on June 3, 2008. The proposed PEC shown on the CSM is based on concurrence provided by SEWRPC and Waukesha County in June/July 2008. The applicant provided the SEWRPC documentation and the area where the 24-bed facility is proposed was intended to be excluded from the PEC.

The applicant is proposing a modified CSM to alter the boundary of the Primary Environmental Corridor to be reflective of the SEWRPC determination from 2008. The applicant also added a note to the restrictions on Sheet 11 that potentially allows up to 20% disturbance of the corridor for institutional facilities. The Village will need to determine if this note is consistent with the purpose and intent of the zoning ordinance provisions. No other changes from the 2024 submittal are proposed.

CERTIFIED SURVEY MAP NO. _____

BEING A REDMISION OF PARCEL 2 OF CERTIFIED SURVEY MAP NO. 3008, PARCELS 1 AND 2 OF CERTIFIED SURVEY MAP NO. 10589 AND UNPLATTED LANDS, ALL BEING A PART OF THE SOUTHWEST 1/4 AND SOUTHEAST 1/4 OF THE NORTHWEST 1/4, THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4, THE NORTHWEST 1/4 AND NORTHEAST 1/4 OF THE SOUTHWEST 1/4 AND THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 12, TOWN 7 NORTH, RANGE 17 EAST, IN THE VILLAGE OF SUMMIT, WAUKESHA COUNTY, WISCONSIN.

PREPARED BY:

TRIO ENGINEERING, LLC
4100 N. CALHOUN ROAD,
SUITE 300
BROOKFIELD, WI 53005
PHONE: 262-790-1480

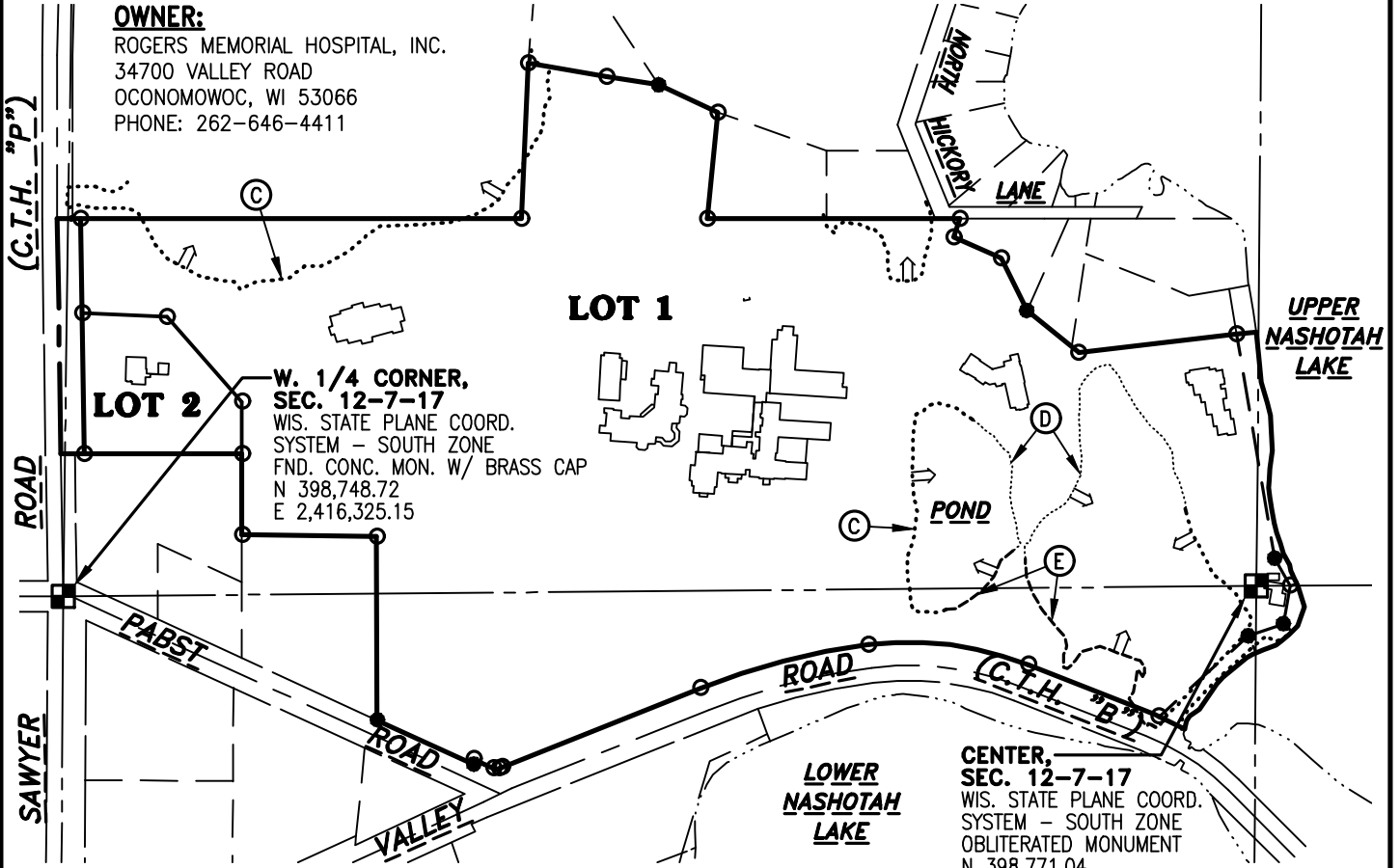
OVERALL DETAIL SHEET

SCALE: 1" = 400'



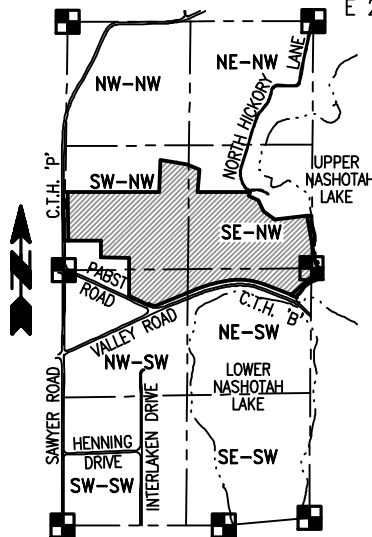
OWNER:

ROGERS MEMORIAL HOSPITAL, INC.
34700 VALLEY ROAD
OCONOMOWOC, WI 53066
PHONE: 262-646-4411



LEGEND:

- (R.A.) - INDICATES Recorded As bearings and distances
- (D.C.) - INDICATES Deed Call bearings and distances
- - INDICATES Section Corner
- - INDICATES "Set" 0.75" O.D. x 18" long Reinforcing Bar weighing 1.502 lbs. per lineal foot.
- - INDICATES "Found" and NOT accepted Monumentation (Unless otherwise noted). Set New 0.75" O.D. x 18" long Reinforcing Bar weighing 1.502 lbs. per lineal foot.



NOTE:

• ANY LAND BELOW THE ORDINARY HIGH WATER MARK OF A LAKE OR A NAVIGABLE STREAM IS SUBJECT TO THE PUBLIC TRUST IN NAVIGABLE WATERS THAT IS ESTABLISHED UNDER ARTICLE IX, SECTION 1, OF THE STATE CONSTITUTION.

FLOODPLAIN NOTE:

• THERE ARE NO MAPPED FLOODPLAIN BOUNDARIES ON THE SURVEYED PROPERTY. LOCATED IN ZONE "X" AS DESIGNATED ON FLOOD INSURANCE RATE MAPS, MAP NUMBERS: 55133C0154G AND 55133C0158H, EFFECTIVE DATE 11/5/2014. ZONE "X" IS DEFINED AS AREAS OF MINIMAL FLOOD HAZARD.

GENERAL NOTES:

- ALL BEARINGS ARE REFERENCED TO GRID NORTH OF THE WISCONSIN STATE PLANE COORDINATE SYSTEM, SOUTH ZONE (NAD-27), IN WHICH THE WEST LINE OF THE N.W. 1/4 OF SECTION 12, TOWN 7 NORTH, RANGE 17 EAST, BEARS N00°48'04"E.
- ALL TELEPHONE LINES, ELECTRIC LINES, CABLE TELEVISION LINES, TELECOMMUNICATIONS LINES, AND OTHER SIMILAR UTILITY SERVICES SHALL BE PLACED UNDERGROUND UNLESS THE APPLICANT OR UTILITY CAN DEMONSTRATE THAT UNDERGROUNDING IS NOT FEASIBLE.

DRAFTED THIS 20th DAY OF JUNE, 2024 (REVISED: 5/20/25)
THIS INSTRUMENT WAS DRAFTED BY GRADY L. GOSSER, S-2972

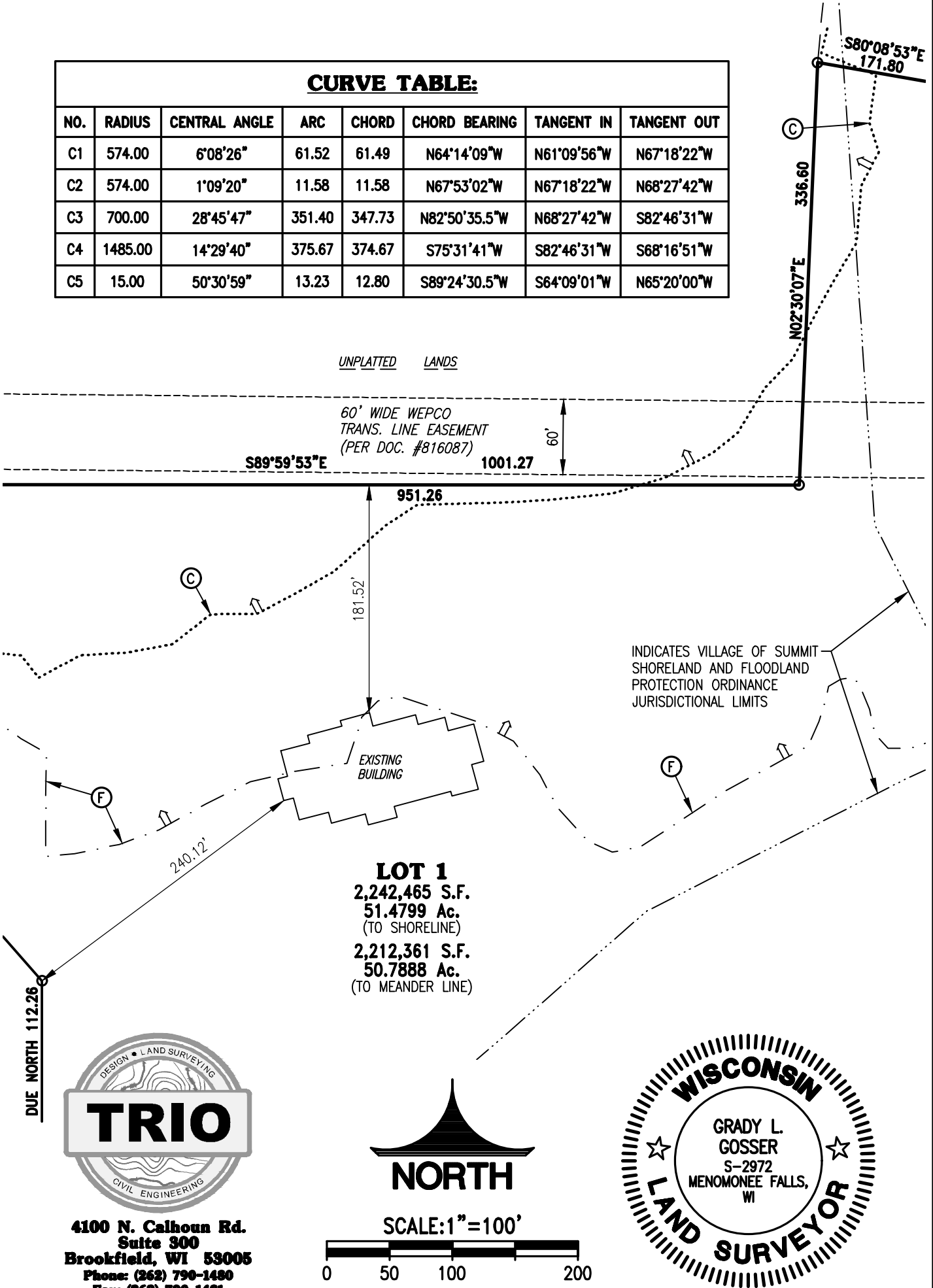


JOB NO. 07-005-781-02
SHEET 1 OF 14

CERTIFIED SURVEY MAP NO. _____

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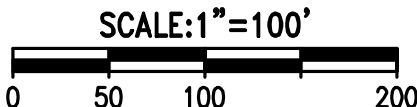
CURVE TABLE:							
NO.	RADIUS	CENTRAL ANGLE	ARC	CHORD	CHORD BEARING	TANGENT IN	TANGENT OUT
C1	574.00	6°08'26"	61.52	61.49	N64°14'09"W	N61°09'56"W	N67°18'22"W
C2	574.00	1°09'20"	11.58	11.58	N67°53'02"W	N67°18'22"W	N68°27'42"W
C3	700.00	28°45'47"	351.40	347.73	N82°50'35.5"W	N68°27'42"W	S82°46'31"W
C4	1485.00	14°29'40"	375.67	374.67	S75°31'41"W	S82°46'31"W	S68°16'51"W
C5	15.00	50°30'59"	13.23	12.80	S89°24'30.5"W	S64°09'01"W	N65°20'00"W



LOT 1
 2,242,465 S.F.
 51.4799 Ac.
 (TO SHORELINE)
 2,212,361 S.F.
 50.7888 Ac.
 (TO MEANDER LINE)



4100 N. Calhoun Rd.
 Suite 300
 Brookfield, WI 53005
 Phone: (262) 790-1480
 Fax: (262) 790-1481



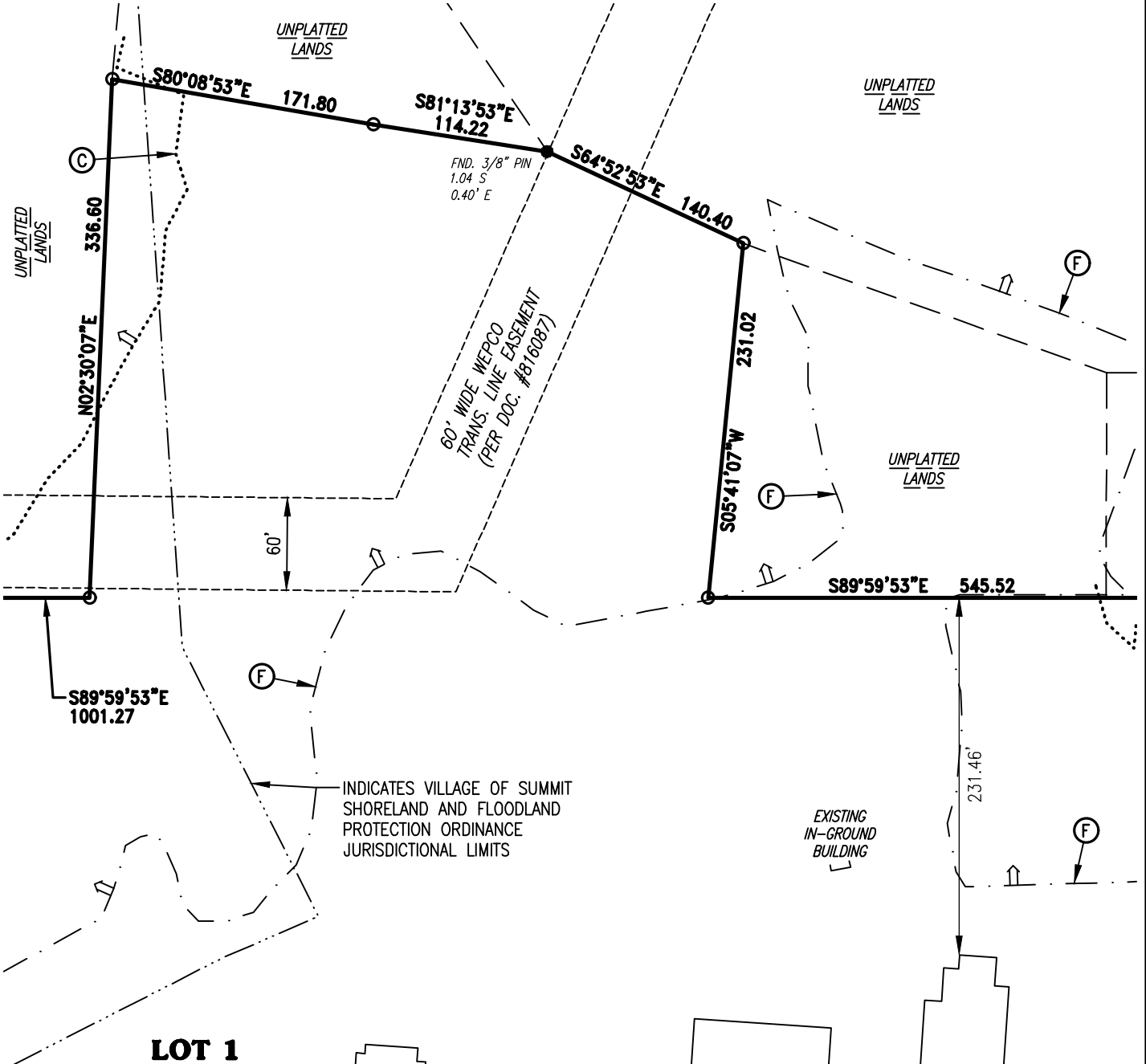
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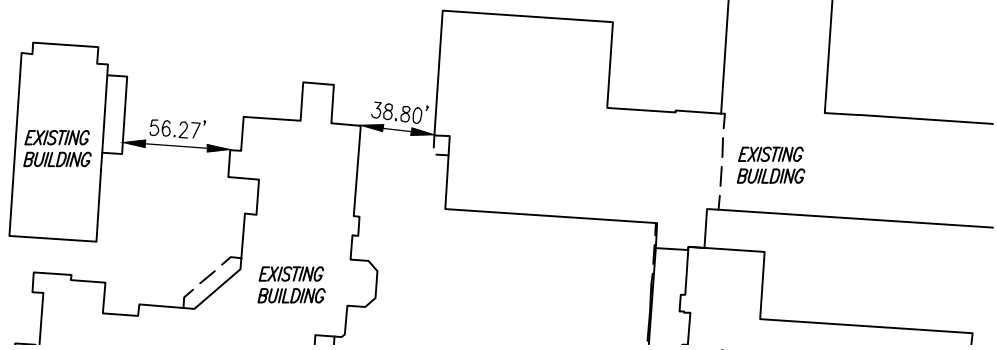
JOB NO. 07-005-781-02
 SHEET 3 OF 14

CERTIFIED SURVEY MAP NO. _____

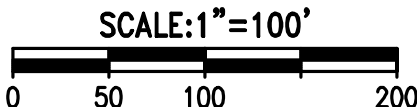
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LOT 1
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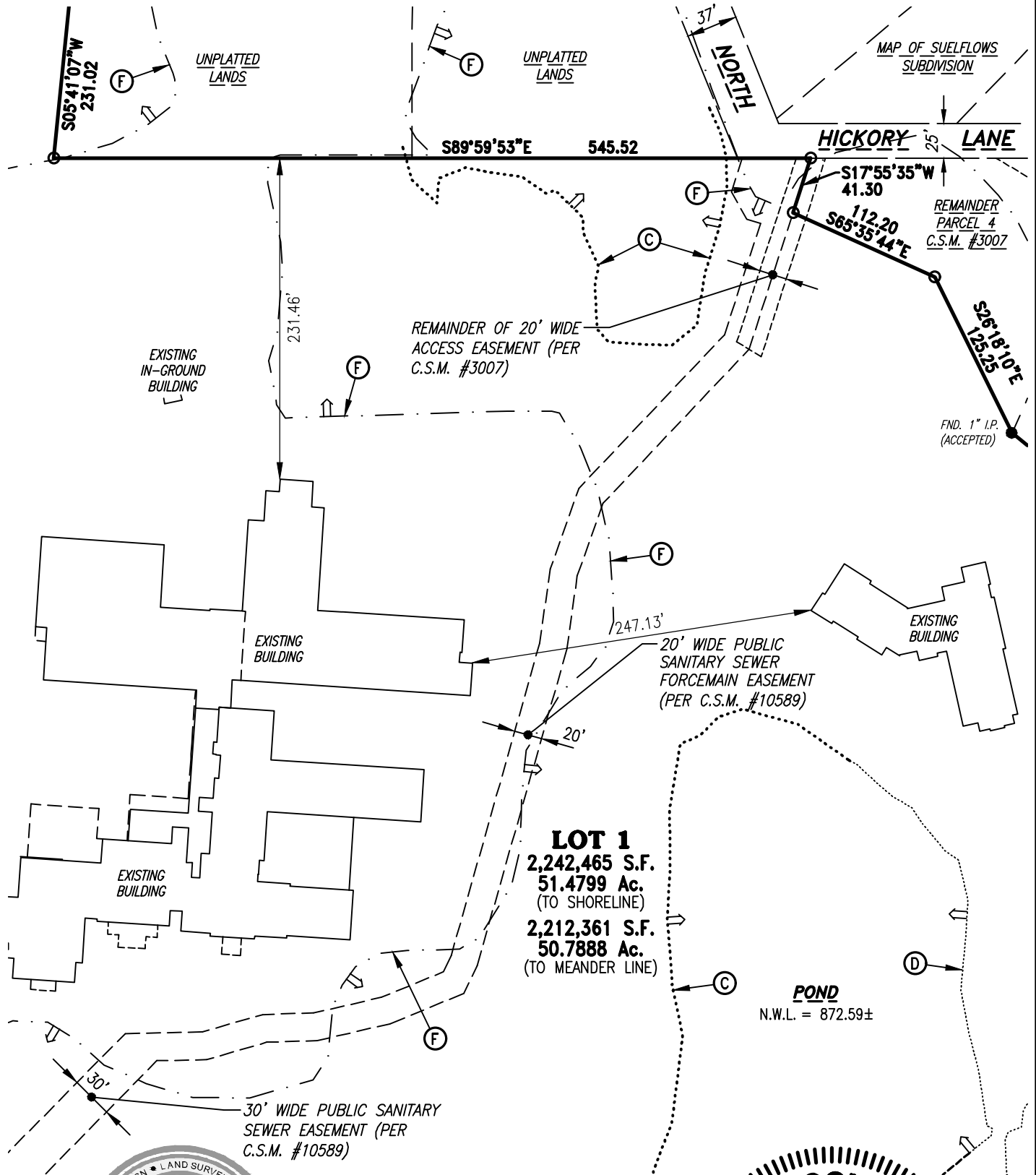
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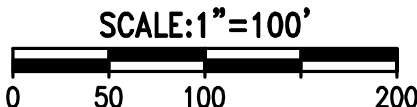
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 SHEET 4 OF 14

CERTIFIED SURVEY MAP NO. _____

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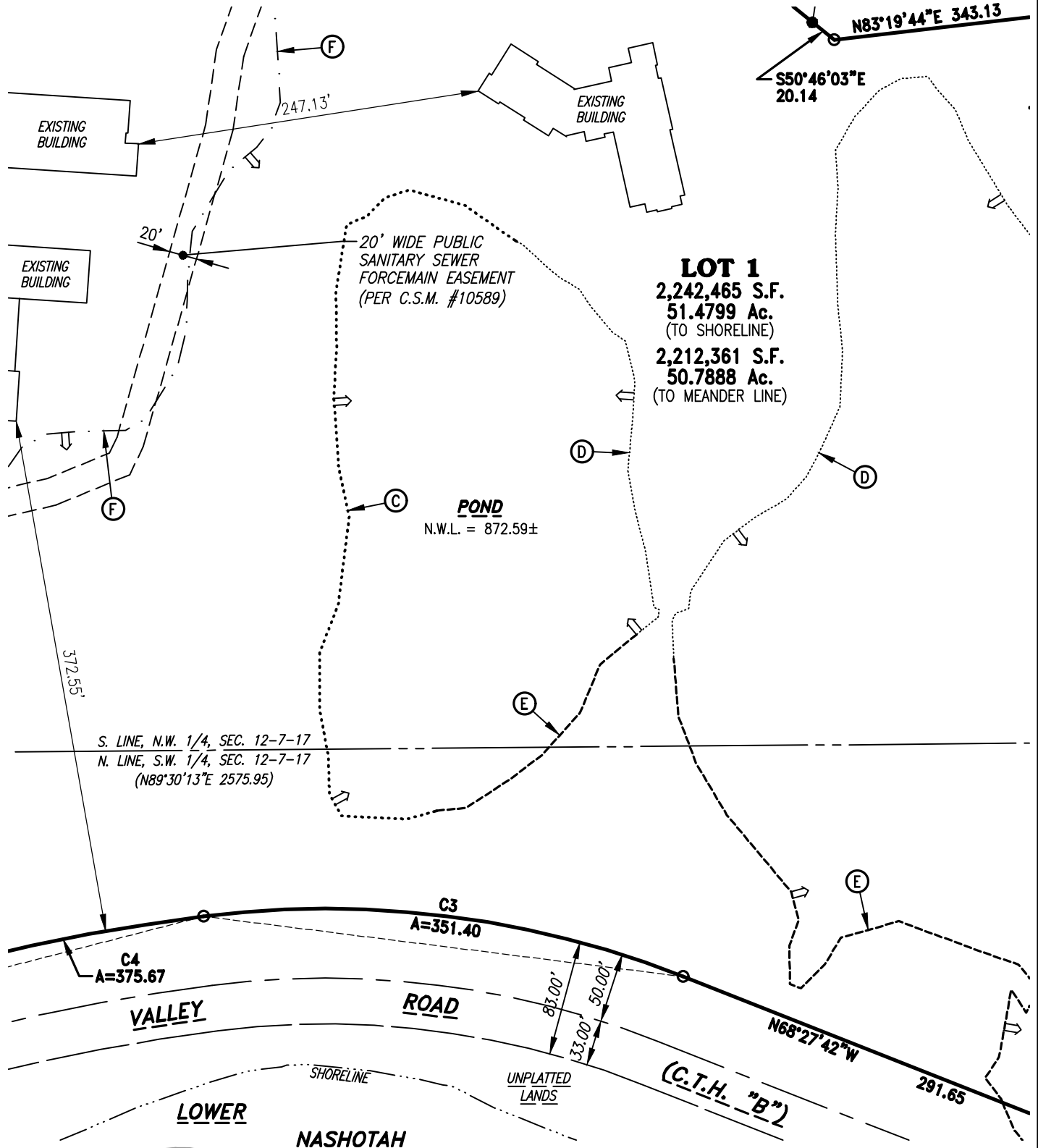
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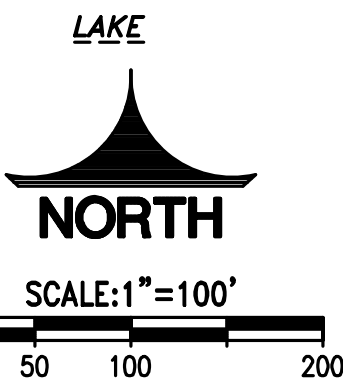
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SHEET 5 OF 14

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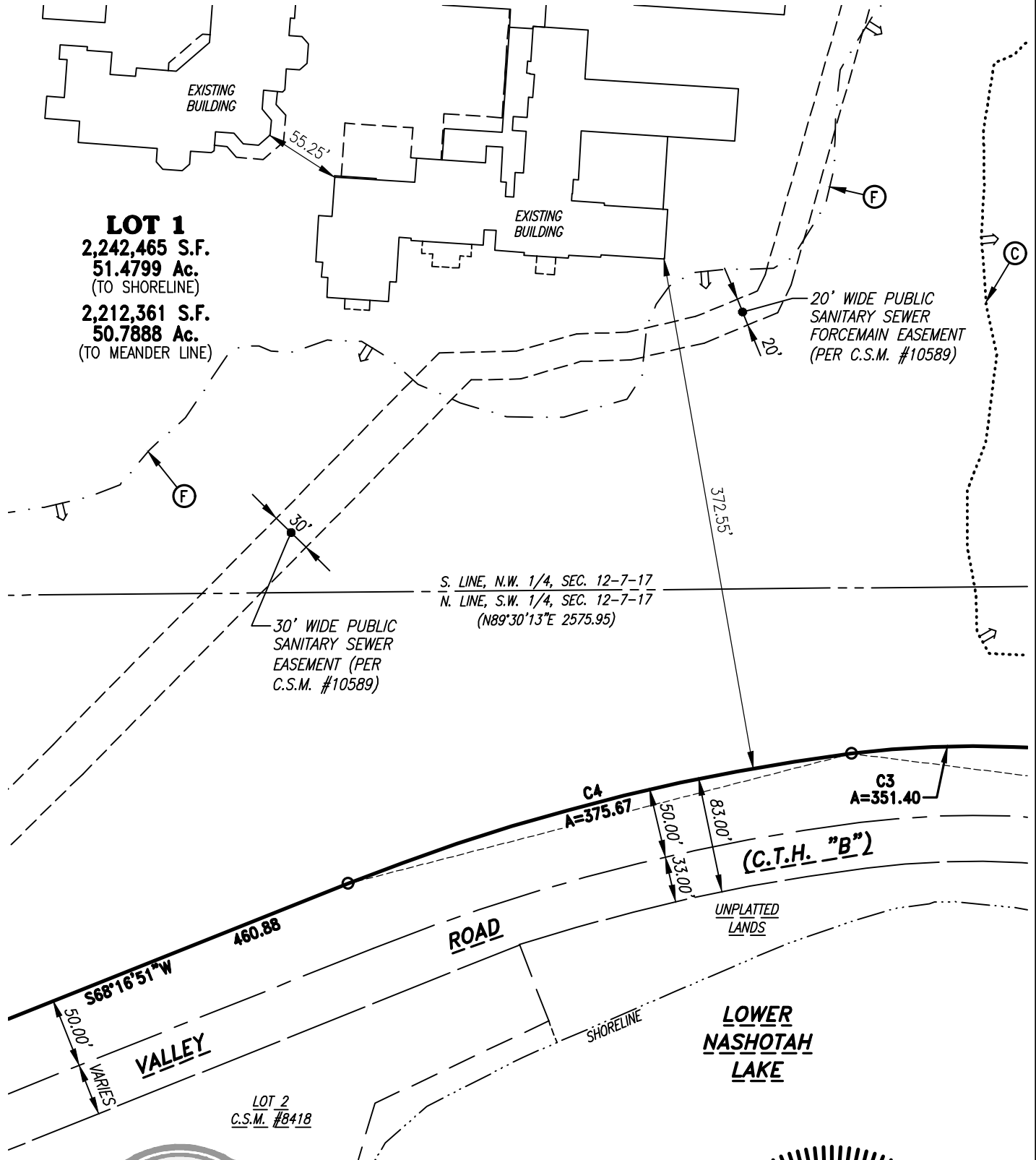
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JOB NO. 07-005-781-02
 SHEET 8 OF 14

CERTIFIED SURVEY MAP NO. _____

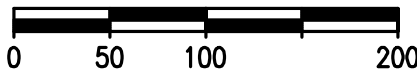
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SCALE: 1" = 100'



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CERTIFIED SURVEY MAP NO. _____

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SURVEYOR'S CERTIFICATE CONTINUED

Thence Due West, 8.99 feet to a point on the centerline of "Sawyer Road" (C.T.H. "P"); Thence North $00^{\circ}52'16''$ West and along said centerline, 507.38 feet to a point; Thence South $89^{\circ}59'53''$ East, 1001.27 feet to a point; Thence North $02^{\circ}30'07''$ East, 336.60 feet to a point; Thence South $80^{\circ}08'53''$ East, 171.80 feet to a point; Thence South $81^{\circ}13'53''$ East, 114.22 feet to a point; Thence South $64^{\circ}52'53''$ East, 140.40 feet to a point; Thence South $05^{\circ}41'07''$ West, 231.02 feet to a point; Thence South $89^{\circ}59'53''$ East and along the South Right-of-Way line of "North Hickory Lane" and the Westerly extension thereof, 545.52 feet to a point; Thence South $17^{\circ}55'35''$ West and along the West line of Parcel 4 of Certified Survey Map No. 3004, 41.30 feet to a point; Thence South $65^{\circ}35'44''$ East, 112.20 feet to a point; Thence South $26^{\circ}18'10''$ East, 125.25 feet to a point; Thence South $50^{\circ}46'03''$ East and along the South line of Parcel 6 of Certified Survey Map No. 3009 and the Westerly extension thereof, 144.20 feet to a point; Thence North $83^{\circ}19'44''$ East and along the said South line, 343.13 feet to a point on a Meander Line; Thence Southerly along said Meander Line along the shores of "Upper Nashotah Lake" the following courses; Thence South $09^{\circ}40'16''$ East, 491.33 feet to a point; Thence South $29^{\circ}45'15''$ East, 67.59 feet to a point; Thence South $10^{\circ}12'52''$ West, 84.08 feet to a point; Thence South $71^{\circ}19'44''$ West, 80.00 feet to a point; Thence South $47^{\circ}59'11''$ West, 259.54 feet to a point on the North Right-of-Way line of "Valley Road" (C.T.H. "B"); Thence Northwesterly 11.58 feet along the said North Right-of-Way line and the arc of a curve, whose center lies to the Southwest, whose radius is 574.00 feet, whose central angle is $01^{\circ}09'20''$, and whose chord bears North $67^{\circ}53'02''$ West, 11.58 feet to a point of tangency; Thence North $68^{\circ}27'42''$ West and along the said North Right-of-Way line, 291.65 feet to a point of curvature; Thence Northwesterly 351.40 feet along the said North Right-of-Way line and the arc of a curve, whose center lies to the Southwest, whose radius is 700.00 feet, whose central angle is $28^{\circ}45'47''$, and whose chord bears North $82^{\circ}50'35.5''$ West, 347.73 feet to a point of compound curvature; Thence Southwesterly 375.67 feet along the arc of a curve, whose center lies to the Southeast, whose radius is 1485.00 feet, whose central angle is $14^{\circ}29'40''$, and whose chord bears South $75^{\circ}31'41''$ West, 374.67 feet to a point of tangency; Thence South $68^{\circ}16'51''$ West and along the said North Right-of-Way line, 460.88 feet to a point; Thence South $64^{\circ}09'01''$ West and along the said North Right-of-Way line, 6.56 feet to a point of curvature; Thence Southwesterly 13.23 feet along the said North Right-of-Way line and the arc of a curve, whose center lies to the Northwest, whose radius is 15.00 feet, whose central angle is $50^{\circ}30'59''$, and whose chord bears South $89^{\circ}24'30.5''$ West, 12.80 feet to a point of tangency on the Northeasterly Right-of-Way line of "Pabst Road"; Thence North $65^{\circ}20'00''$ West and along the said Northeasterly Right-of-Way line, 47.31 feet to a point; Thence South $00^{\circ}12'03''$ East and along the said Northeasterly Right-of-Way line, 10.81 feet to a point; Thence North $65^{\circ}21'27''$ West and along the said Northeasterly Right-of-Way line, 228.89 feet to a point; Thence North $00^{\circ}12'03''$ West and along the East line of Unplatted Lands, 396.10 feet to a point; Thence North $89^{\circ}13'07''$ West and along the North line of said Unplatted Lands, 290.63 feet to a point; Thence Due North and along the East line of Unplatted Lands, 175.10 feet to a point; Thence Due West and along the North line of said Unplatted Lands, 381.52 feet to the point of beginning of this description.

The Gross area of said Parcel contains 2,355,052 Square Feet (or 54.0646 Acres) of land, more or less to the Shoreline. The Gross area of said Parcel contains 2,324,948 Square Feet (or 53.3735 Acres) of land, more or less to the Meander Line. The Net area of said Parcel after the Right-of-Way dedication of "Valley Road" (C.T.H. "B") contains 2,299,579 Square Feet (or 52.7911 Acres) of land, more or less to the Meander Line.

That I have made such survey, land division and map by the direction of **ROGERS MEMORIAL HOSPITAL, INC.**, owner of said lands. That such map is a correct representation of all the exterior boundaries of the land surveyed and the land division thereof made. That I have fully complied with the provisions of Chapter 236 of the Wisconsin Statutes and the Subdivision Regulations of the Village of Summit in surveying, dividing and mapping the same.

Dated this _____ day of _____, 20_____.

Grady L. Gosser, P.L.S.
Professional Land Surveyor, S-2972
TRIO ENGINEERING, LLC
4100 N. Calhoun Road, Suite 300
Brookfield, WI 53005
Phone: (262)790-1480 Fax: (262)790-1481

Drafted this 20th Day of JUNE, 2024 (REVISED: 5/20/25)

Job. No. 07-005-781-02

THIS INSTRUMENT WAS DRAFTED BY GRADY L. GOSSER, S-2972

SHEET 12 OF 14

CERTIFIED SURVEY MAP NO. _____

BEING A REDIVISION OF PARCEL 2 OF CERTIFIED SURVEY MAP NO. 3008, PARCELS 1 AND 2 OF CERTIFIED SURVEY MAP NO. 10589 AND UNPLATTED LANDS, ALL BEING A PART OF THE SOUTHWEST 1/4 AND SOUTHEAST 1/4 OF THE NORTHWEST 1/4, THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4, THE NORTHWEST 1/4 AND NORTHEAST 1/4 OF THE SOUTHWEST 1/4 AND THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 12, TOWN 7 NORTH, RANGE 17 EAST, IN THE VILLAGE OF SUMMIT, WAUKESHA COUNTY, WISCONSIN.

VILLAGE BOARD APPROVAL CERTIFICATE:

Resolved that the Certified Survey map, in the Village of Summit, Rogers Memorial Hospital, Inc., owner, is hereby approved by the Village Board.

All conditions have been met as of this _____ day of _____, 20_____.

Date: _____
_____ Jack Riley, Village President

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Village Board of the Village of Summit.

Date: _____
_____ Debra Michael, Village Administrator-Clerk/Treasurer

PLAN COMMISSION APPROVAL CERTIFICATE:

Approved, that the Certified Survey Map, in the Village of Summit, Rogers Memorial Hospital, Inc., owner, is hereby approved by the Plan Commission.

Approved as of this _____ day of _____, 20_____.

Date: _____
_____ Jim Siepmann, Chairperson

I hereby certify that the foregoing is true and correct, being approved by the Plan Commission of the Village of Summit.

Date: _____
_____ Debra Michael, Village Administrator-Clerk/Treasurer

July 7, 2008

Ms. Sheri Mount
Senior Land Use Specialist
Waukesha County Department of
Parks & Land Use
1320 Pewaukee Road, Room 230
Waukesha, WI 53188-3868

Re: SEWRPC No. CA-733-50

Dear Ms. Mount:

This will respond to your letter of May 16, 2008, requesting the Commission staff to conduct an interagency field inspection of the eastern portion of the Rogers Memorial Hospital property (Tax Key Nos. SUMT 0662.980.003, .007, and .008) for the purpose of re-identifying and re-staking in the field the boundary the primary environmental corridor (PEC) on that portion of the subject property. The property is located in parts of U. S. Public Land Survey Section 12, Township 7 North, Range 17 East, Town of Summit, Waukesha County, Wisconsin. As you know, the PEC and wetland boundaries were originally identified and staked on the entire property in May & June, 1996.

Pursuant to your request, an interagency field inspection was conducted on June 3, 2008. In addition to representatives from Rogers Memorial Hospital, land surveyors from Losik Engineering Design Group and yourself, Commission staff members present included Dr. Donald M. Reed, Chief Biologist, Mr. Christopher J. Jors, Biologist, and Ms. Jennifer L. Dietl, Research Analyst. The Commission staff identified the staked the PEC on the 3 parcels mentioned above as well as an additional parcel immediately adjacent to, and south of, these parcels. A list of plant species identified within the larger upland PEC is attached hereto as Exhibit A.

Please note that an aerial photo map exhibit has been enclosed for your reference. It depicts the PEC boundary as it was staked on the parcels recently visited by the Commission staff. Further, the PEC boundaries have been shown on the remainder of the Rogers Memorial Hospital property to assist in planning future property improvements.

Should you have any questions regarding this information, please do not hesitate to call.

Sincerely,

Philip C. Evenson
Executive Director

PCE/DMR/CJJ/mlh
#137628 v1 - ca733-50pec-east

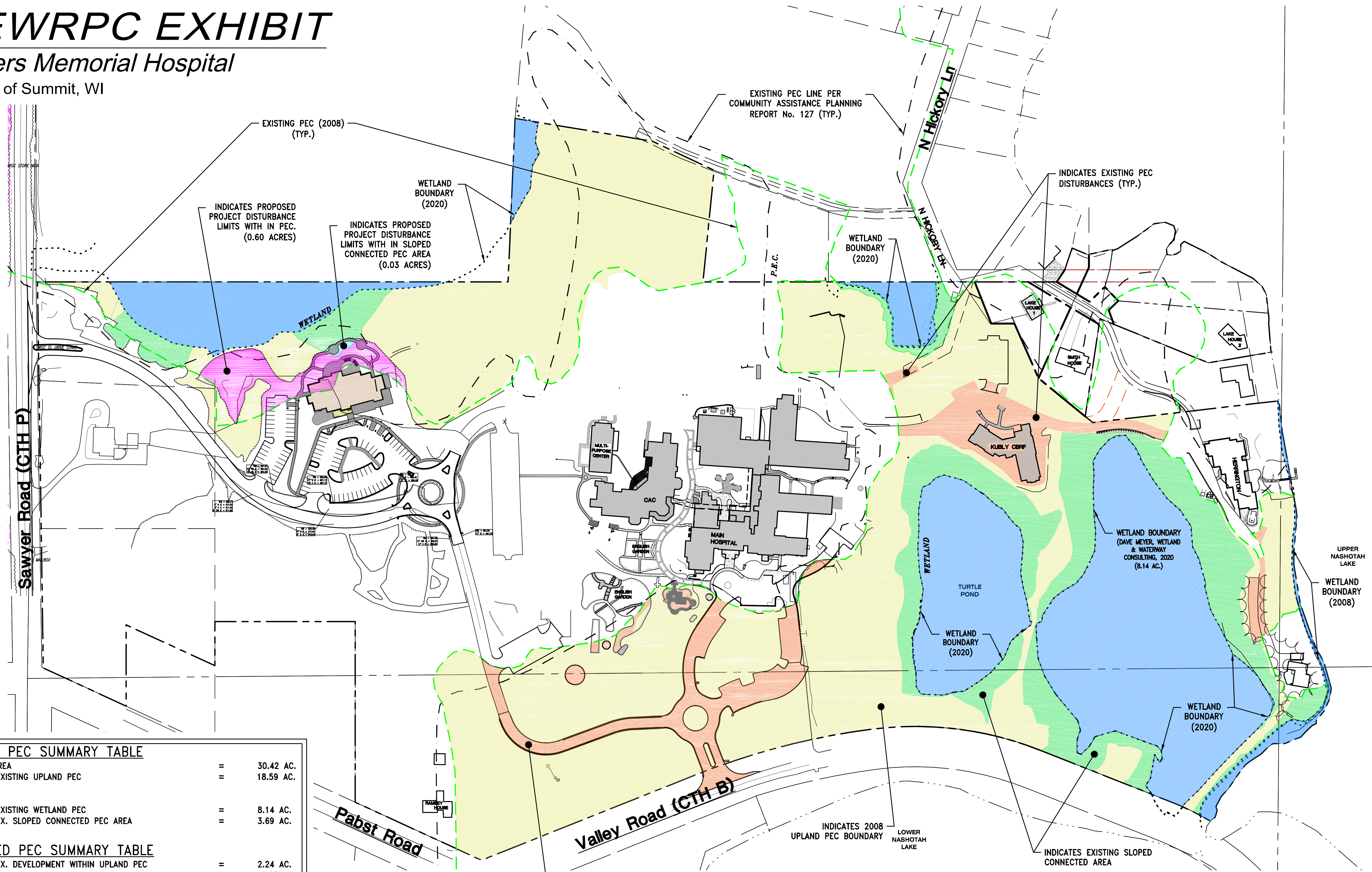
Enclosures

cc: Mr. Gerald Noll, Rogers Memorial Hospital
Mr. Michael J. Losik, Losik Engineering Design Group
Mr. Henry Elling, Town of Summit
Mr. John J. Curran, Torke, Wirth, Pujara, Ltd.

SEWRPC EXHIBIT

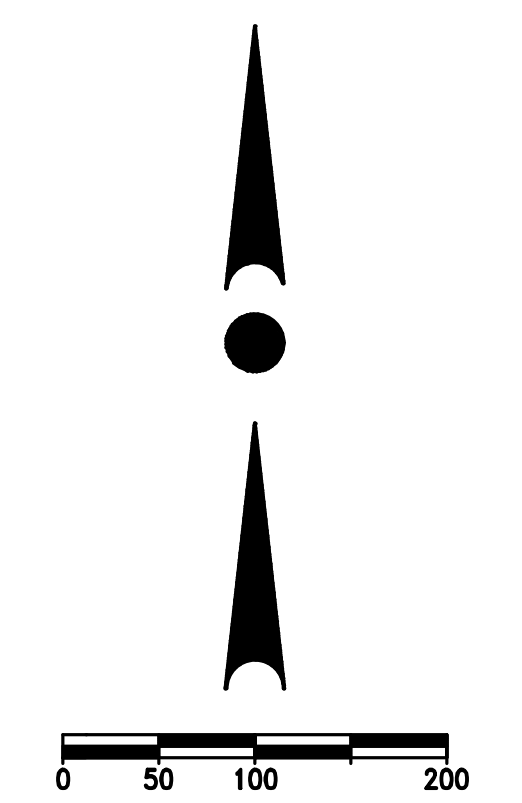
Rogers Memorial Hospital

Village of Summit, WI



EXISTING PEC SUMMARY TABLE	
TOTAL PEC AREA	= 30.42 AC.
- EXISTING UPLAND PEC	= 18.59 AC.
- EXISTING WETLAND PEC	= 8.14 AC.
- EX. SLOPED CONNECTED PEC AREA	= 3.69 AC.
PROPOSED PEC SUMMARY TABLE	
- EX. DEVELOPMENT WITHIN UPLAND PEC	= 2.24 AC.
- PR. DEVELOPMENT WITHIN UPLAND PEC	= 12.05%
- PR. DEVELOPMENT WITHIN UPLAND PEC	= 0.60 AC.
- PR. DEVELOPMENT CONNECTED SLOPED PEC AREA	= 3.23%
- PR. DEVELOPMENT CONNECTED SLOPED PEC AREA	= 0.03 AC.
- TOTAL DEVELOPMENT WITHIN UPLAND PEC	= 2.84 AC.
- TOTAL DEVELOPMENT WITHIN UPLAND PEC	= 15.28%

NOTE: THE ABOVE CALCULATIONS ARE BASED ON THE 2008 PEC BOUNDARY. THE CONNECTED SLOPED PEC AREA REPRESENTS AREAS CONNECTED DIRECTLY TO LOWLAND WETLAND AREAS WITH SLOPES 12.0% OR GREATER. PERCENTAGE OF DEVELOPMENT WITHIN PEC BOUNDARY HAS BEEN CALCULATED USING THE EXISTING UPLAND PEC AREA, WHICH EXCLUDES THE EXISTING SLOPED CONNECTED PEC AREA.



Scale: 1" = 100' (22"x34")
 Scale: 1" = 200' (11"x17")
 DATE: 3/24/2025

Roger's Memorial Hospital
Section 12, T07N-R17E
Town of Summit, Waukesha County

Upper
Nashotah
Lake

Lower
Nashotah
Lake

Legend

- Property Boundary
- Project Area
- Primary Environmental Corridor
- Wetlands

PEC in Project Area staked by SEWRPC on 6/3/08

Source: SEWRPC
Date of Photography: 2007
CA#733-50

0 100 200
Feet

N



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: June 5, 2025

Re: Department of Public Works Administrative Report

DPW Crew Activities

Cemetery Activity Summary

- Three burials were completed in May.
- 11 grave and 1 double niche sales occurred in May, and two grave sales are pending.
- Village staff are working on creating a Cemetery Rules and Regulations policy, as well as updating the related Ordinance language.
- A Cemetery Board meeting was held on May 8th. The Cemetery Board have recommended several items for approval by the Village Board, which will be discussed more in depth in separate agenda items on the June 12th Village Board meeting.
- The Grasshopper mower in the cemetery fleet is in poor condition. Staff have serviced and repaired the unit to ensure that it is running, but it needs a new clutch. The unit is scheduled for replacement in 2026, and staff would like to replace it with a 60" Scag mower in 2026 (same type of mowers that were recently purchased for the park and the cemetery). During the 2026 budget/2026-2030 CIP approval process, staff intend to present a cost split between the cemetery and Village operating budgets since the unit will be utilized in multiple areas. Staff also intend to make a request of the Cemetery Board at an upcoming special meeting to amend the 2025 CIP to include funding for a bagger system for the cemetery Scag mower (cost will exceed \$5,000) and to purchase two additional string trimmers in 2025 using cemetery funds.
- A special Cemetery Board meeting is tentatively scheduled for July 11th or 18th. Once the date is confirmed, an update will be provided to the Village Board.

Equipment Maintenance & Repair

- The patrol trucks have been prepped for the summer season, and all winter maintenance equipment has been removed and stored. The trucks will be scheduled for service and DOT inspections with Waukesha County in the coming weeks.
- The JCB loader was failing to start due to a cranking system issue, and Waukesha County fleet was able to perform repairs on site.

Park Activities

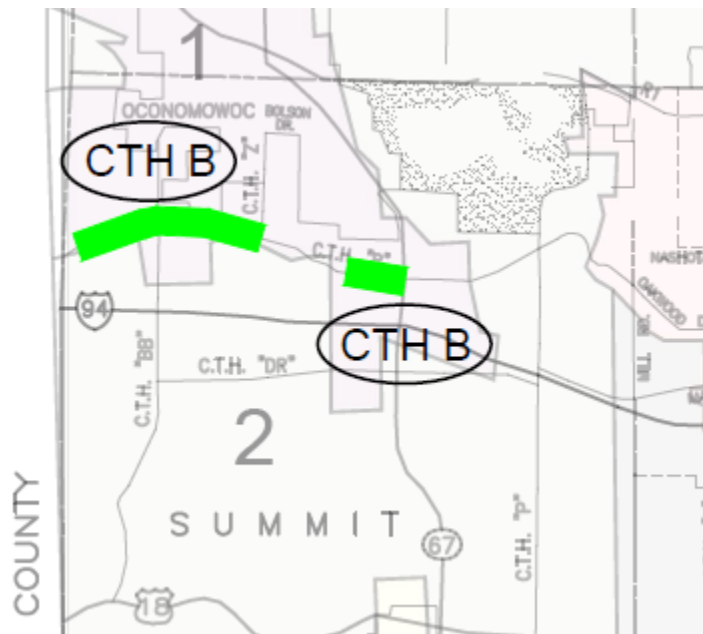
- There were several unexpected emergency repairs and expenses this spring at Genesee Lake Road Park:
 - In April, the septic pump and float switch at Genesee Lake Road Park failed, and Sunset Septic Services performed a replacement and pumped the tank at a total cost of \$2,115.
 - When the water system was turned on and serviced in late April, it was discovered the well pump and sensors were not functioning properly. DPW staff reached out to several pump maintenance companies to request quotes for repair. Guthrie and Frey were contracted to install a 19-gallon pressure tank and sensors inside the maintenance building. The sensors were previously wired underground with the pump, but the wiring was not rated for the use and ultimately failed. The well was donated when the park land was purchased by the Village, and the pump did not have a pressure tank installed at that time (bathrooms were not yet installed). The total cost of the pressure tank installation and sensor replacement was \$2,200.
 - In addition, several of the faucets and toilets in the restrooms have been leaking or not functioning properly and there was a leak in the main ball valve in the maintenance room. Blunck Plumbing Systems was able to replace the valve and repaired the faucets and toilets, including the replacement of a faulty automatic toilet flush valve. The total cost for repairs was \$1,431.
- OABC reported in early June that a faucet was not functioning properly at Genesee Lake Road Park. Staff found that a locknut had deteriorated, and a replacement was ordered and installed.
- Director Nash met with new property owners who recently moved into a house on N Dousman Rd immediately to the east of Genesee Lake Road Park. They expressed concerns about the addition of two new baseball fields and have inquired about submitting alternate plans for this area (e.g., native prairie plantings) and future improvements at the park. They understand that the Village Board have approved the field placement south of the new parking lot, and the process for approval through the Plan Commission was also explained to them. To date, the OABC has not yet submitted a formal application to the Plan Commission for the fields.
- Staff will begin grading the playground area and laying out the new equipment as weather permits.

Friends of Summit Parks Update

- The Friends group met on Monday, May 12th. The following topics were discussed at the meeting:
 - Projects to focus on for 2025 (e.g., fundraising/donation seeking for dog waste receptacles at Genesee Lake Road Park)
 - Volunteer opportunities (e.g., mulch spreading around playground equipment, buckthorn removal)
 - Survey issued on social media for park and trails use
 - Development of vision, goals, bylaws
- The next meeting is scheduled for Monday, June 23rd at 5:30 p.m. at Village Hall.

Road Maintenance Activities

- Staff continue to address potholes throughout the Village.
- There are several tree trunks that need to be removed in the right-of-way. Staff will complete these removals in June to mitigate safety issues with tipping and falling, as weather permits.
- A large, deteriorating tree in the public right-of-way will be removed in mid-June by a contractor on Davies Dr, as the tree is too large and too close to power lines and a residence for DPW staff to remove. We Energies cut the tree away from power lines in early June.
- The first round of roadside mowing is scheduled to be completed by the end of the second week of June. A second round will begin shortly after to maintain tall grasses and weeds along the roads.
- Staff are identifying road pavement repairs and shoulder deficiencies to address this season. Some shouldering activities may require equipment rental or borrowing of neighboring communities' equipment.
- Waukesha County began road paving operations on Valley Rd between Morgan Rd and CTH Z, as well as between Dousman Rd and Corporate Dr. The week of June 2nd, a contractor began performing base patching, including milling of pavement and filling with new asphalt on the worst areas of the road. In the next few weeks, the contractor will return to mill off 2" of the entire surface and will pave back 2" of new surface asphalt. The schedule for this work is not finalized, and there are no road closures associated with the work (although there will be flagging operations).



Stormwater Maintenance

A sinkhole was reported in mid-May by a resident on N Breens Bay Rd. After investigation, it was determined that a culvert had failed. The culvert has initially been installed in two segments, with a cut piece of culvert placed over the top of the gap between the two pieces, which allowed water to wash out the material under the road. DPW staff replaced the culvert and placed a permanent pavement patch on May 29th. The total estimated cost of the repair was approximately \$1,100 in materials. Waukesha County DPW assisted our staff by saw cutting the pavement prior to the repair. The first image below depicts the failed culvert, and the center and left photos depict the repairs and pavement patch.



Facilities Maintenance

Fire Suppression System

- JF Ahern has scheduled the replacement of air maintenance device (AMD) for June 9, 2025.

Village Hall Landscaping Update

- Staff began updates to the Village Hall landscaping in early June. The following will be completed:
 - Edge along planting beds, treat weeds, regrade areas that are too high or low in beds, and install new hardwood mulch.
 - Replace shrubbery that has been hard pruned and is deteriorating or that has been removed/died.
 - Plant three white pines inside the north property line adjacent to Hope Church (screening of brine tank, per Plan Commission), and plant one new tree in picnic area outside Community Room.
 - Bury building downspouts and install pop-up drain emitters.
 - Repair turf around paved areas where needed.

N Dousman Road Multi-Use Trail Extension Project

As mentioned in previous meetings, there have been several events in the project that have delayed the design schedule and may impact the construction schedule (e.g., changing of trail layout, delays in contract amendment approval, unanticipated temporary limited easement (TLE) acquisition). The existing agreement with the WDNR requires that all Stewardship grant funds are expended no later than June 30, 2026, which puts a great deal of urgency on Strand and the Village to get easement acquisition completed in a short amount of time. After speaking with a couple of acquisition agents, the expedited timeline would not be feasible.

Village staff made a formal request to the WDNR to determine if an extension of one year for the Stewardship Grant contract may be granted, and the extension was approved through June 30, 2027. A copy of the Grant Extension Request Letter submitted to the WDNR by the Village on May 13, 2025 and the Grant Time Period Extension notice received from the WDNR on May 16, 2025 has been attached for reference.

As a result of receiving the one-year extension from the WDNR, Strand and Village staff worked with WisDOT to request an extension to the project letting date (initially set for late 2025) to allow for more time to complete the easement acquisition process. An extension request was approved by WisDOT to allow for a July 2026 letting. This will allow for sufficient time to complete the easement acquisition process, with construction likely to occur in late 2026/early 2027. Strand will put together a contract extension amendment for approval, since their current design services only go through the end of 2025.

At the May 8, 2025 Village Board meeting, authorization was given to Director Nash to move forward with an acquisition agent, appraiser, and review appraiser to complete appraisals for TLEs at a cost not-to-exceed \$5,000. After discussing project scope with potential agents, costs for services will likely exceed this amount. Staff now have more time to solicit quotes and work with agents to complete the work. Since the urgency has slowed somewhat, staff will bring back formal proposals for easement acquisition services costs at the July or August regular Village Board meeting for consideration.

2025 Road Improvements Program & Genesee Lake Road Park Parking Lot Project

A pre-construction meeting was held with Wolf Paving and SEH on May 20th. At the meeting, the tentative schedule was discussed. Wolf intends to begin working on the parking lot in early June, and Delafield Rd and Dekoven Rd work will begin the week after the 4th of July holiday, weather pending. Residents will be notified of work activities in advance by the contractor and SEH. Staff are also keeping the user groups at Genesee Lake Road Park informed, and updates will be provided as changes are made to the schedule.

The contractor working with Midwest Networks Development on the fiber optic project on Delafield Rd west of CTH BB has indicated that they intend to start work the week of June 9th and will focus on Delafield Rd to mitigate impacts to our paving project.

Waterville Lake Dam Ownership Update

No additional updates are available at this time. The Waterville Lake HOA Board is discussing next steps as to assessing what needs to be done to evaluate and make the dam compliant to withstand a 1,000-year event.

National Fitness Campaign Status

No additional donations have been received for the NFC fitness court campaign. A total of \$11,000 has been donated to date.

Village Safety Program Development & Implementation

Safety Committee Meeting

A Village Safety Committee meeting was held on June 2nd at 9:00 a.m. The following topics were discussed:

- Update on 2nd and 3rd quarter safety training.
- Exterior door numbering of Village Hall buildings.
- Status of Emergency Action Plan for Village Hall and evacuation maps.
- Misc. safety concerns from Department Heads.

The next committee meeting is scheduled for August 25th at 9:00 a.m.

NIMS Training Update

All of the DPW staff have fully completed their NIMS training. Trustee Phillips has reported completion of his required NIMS courses.

ATTACHMENTS: Stewardship ADLP Grant Extension Request Letter submitted to the WDNR by the Village on May 13, 2025

Stewardship ADLP Grant Time Period Extension notice received from the WDNR on May 16, 2025



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

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

May 13, 2025

Ms. Pamela Rood
Stewardship/LWCF Grant Manager
Bureau of Facilities and Lands
Wisconsin Department of Natural Resources
101 S Webster St
Madison, WI 53701

Dear Ms. Rood:

On behalf of the Village of Summit, I am writing to request consideration of a one-year extension to the Acquisition and Development of Local Parks (ADLP) grant contract for financial assistance for the following project: ***Village of Summit – Dousman Road Trail Extension (Grant # SADLP6241434)***. The current grant award time period is May 1, 2024 through June 30, 2026.

This project includes the design and construction of approximately 5,000 linear feet of a 10-foot-wide asphalt multi-use trail along N Dousman Rd and Genesee Lake Rd. The trail will provide connectivity between an existing public trail segment and the Village's community park.

In addition to the ADLP funding awarded for this project, the Village was awarded Transportation Alternative Program (TAP) funding administered through the Wisconsin Department of Transportation (WisDOT). Use of this funding requires awardees to follow federal guidelines for project selection, approval, and authorization, design services and delivery, real estate, and several other criteria. There have been a couple of unanticipated challenges that the Village and our design consultant have been working through as this project proceeds, which have contributed to delays in the overall schedule that impact ADLP funding expenditure deadlines.

Modification of the Trail Path Location & WisDOT Approval Delays

Throughout the project planning phase, the Village has been actively engaging property owners along the path route to ensure that impacts to their properties are mitigated to the greatest extent possible. Two property owners adjacent to the proposed trail location on the west side of N Dousman Rd requested that the Village consider shifting the trail to the east side of the roadway for approximately 850 feet before crossing to the west side of the roadway. This change would position the trail adjacent to agricultural lands rather than in front of their residences, and it would also position the trail crossing on N Dousman Rd in a more favorable location from a safety standpoint.

The modification of the trail location resulted in a contract amendment with the design consultant and WisDOT due to the need for additional survey and design, and contract amendment approvals from WisDOT were delayed by over a month. This delayed additional survey and design on the part of the consultant, as they were not able to begin the additional work until approvals were received by all parties.

Temporary Limited Easement Acquisition

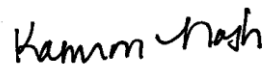
The primary design objectives include positioning the path as far away from the road as possible for safety of trail users, as well as to maintain all facilities within the public right-of-way. The trail will be located entirely within the public right-of-way as designed, but the Village was notified by WisDOT that Temporary Limited Easements would be required for six parcels due to the proximity of the construction activities to private property lines. The consultant investigated positioning the trail closer to the road in some locations, but the TLE requirement would not be eliminated. Since this project is partially funded with federal funds, the Village is required to follow real estate guidelines in the WisDOT Local Program Real Estate Manual. The associated acquisition process will require multiple steps, additional funding, and will take several months to complete.

This requirement was unexpected and was not anticipated in project scoping. WisDOT has recognized that the TLE acquisition requirement has an adverse impact to the project timeline and is working to expedite approvals. However, the acquisition process will likely bring the project well into October or early November 2025, which would be too late to meet the federal timeline for releasing funds for the project to be constructed in 2026 prior to the June 30th deadline for the ADLP grant contract.

The Village is relying on all anticipated funding sources to be available through the end of the project, including TAP funds, ADLP grant funds, and Village funds. In the event that the ADLP grant contract is not extended, there is a possibility that the project may not move past the design phase to construction due to the unanticipated delays in the project schedule and a loss of funding to offset project costs prior to completion.

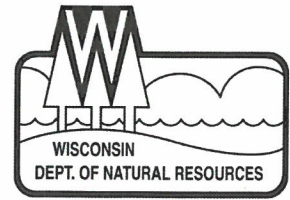
Thank you for your consideration of the Village's request to extend the ADLP fund contact (Grant # SADLP6241434) by one year to June 30, 2027. Please do not hesitate to contact me by phone at (262) 567-2757 or by email at pwdirector@summitvillage.org with any questions that you may have to assist you with your review and decision regarding this matter.

Sincerely,



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

Encl: Notice of Project Award & Grant Contract, Grant # SADLP6241434 *(by email)*



May 24, 2024

► REQUIRES IMMEDIATE ACTION ◀
Acquisition and Development of Local Parks
Grant# SADLP6241434
Grant Amount: \$149,439.00

Kamron Nash, Public Works Director
Village Of Summit
37100 Delafield Rd
Summit, WI 53066

Dear Mr. Nash:

Congratulations! On behalf of the Governor, the Department of Natural Resources is pleased to offer you a grant contract for financial assistance for the following project: *Village of Summit - Dousman Road Trail Extension*

Please review the contract. Both copies should be **signed by an authorized official and notarized**. Please return one original signed contract **within 30 days of this letter's date** to Sara deBruijn at the Bureau of Community Financial Assistance, 1027 West St Paul Avenue, Milwaukee, WI 53233. Funds will be obligated to the project when the signed contract is returned. **The second signed and notarized original of the contract should be kept in a safe place for future reference, until the completion of the project scope as described on page one of the contract.**

Please read the items checked below. They apply to your project and grant award.

Grant Award Time Period: May 1, 2024, through June 30, 2026. All project activities must occur within this time period to be eligible costs for reimbursement.

Advance or Reimbursement Check: Your advance or reimbursement will be a mailed check or **made by ACH payment** to Village Of Summit, Kamron Nash, 37100 Delafield Rd, Summit, WI 53066. This is the payment recipient that appears in our records. If the contact for this grant changes, please contact your regional project manager.

Changes to the approved project scope, project time period, and/or project financial assistance (budget) may not be made without prior approval from the Department.

For Development projects, you are entitled to a project advance of: \$74,719.50

This advance payment is made available to you to cover costs you may incur in the initial stages of your project. The advance payment is equal to 50% of the state cost sharing assistance. *If you wish to request the advance payment, please check the box provided on the last page of the contract.*

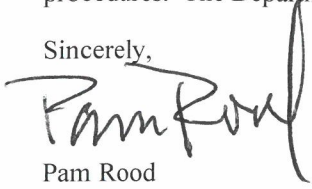
Please check your local procedures to insure you comply with all applicable state laws regarding competitive bidding and awarding. DNR guidance on this topic can be found by going to: <http://dnr.wi.gov/Aid/documents/ProcurementGuide.pdf>

IMPORTANT: Once the project is complete, the enclosed grant contract must be recorded (with County Register of Deeds) against the property's title (location of project site) in order to process your final reimbursement request. Please check with your regional project manager (Sara) near completion of the project to determine if the project reflects the scope of work as completed before recording with the County Register of Deeds.

If not enclosed, reimbursement claim forms and/or financial administration information can be found by going to: <https://dnr.wi.gov/files/PDF/forms/8700/8700-001.pdf>. Please submit reimbursement claim forms for your project to Sara.

Feel free to contact Sara at 414-897-5704, if you have any questions about your grant award or the reimbursement procedures. The Department is pleased to have the opportunity to participate with you on this project

Sincerely,

A handwritten signature in black ink, appearing to read "Pam Rood". The signature is written in a cursive style with a large, looped initial "P".

Pam Rood
Bureau of Community Financial Assistance

Enclosure(s)

C: Sara deBruijn – SER

This document drafted by:
 State of Wisconsin
 Department of Natural Resources
 P.O. Box 7921
 Madison WI 53707-7921

**OUTDOOR RECREATION AIDS
 GRANT CONTRACT**
 Form 8700-065c (8/12)

Notice
 Collection of this information is authorized under ss. 23.09(11), 23.09(26), 350.12(4), 23.33, and 30.92, Wis. Stats., and chs. NR 7, NR 50, NR 51, and NR 64, Wis. Admin. Code. Personally identifiable information collected will be used for program administration and may be made available to requesters as required under Wisconsin's Open Records Law [ss.19.31 - 19.39, Wis. Stats].

Sponsor: Village Of Summit	Project Number: SADLP6241434
--------------------------------------	--

Project Title:
 Village of Summit - Dousman Road Trail Extension

Program Name:
 Knowles-Nelson Stewardship Program
 Acquisition and Development of Local Parks

Payment Period: *(Period during which grant funds will be encumbered and available for payment to the Sponsor under this Outdoor Recreation Aids Grant Contract, hereinafter referred to as the "Contract".)*
 May 1, 2024 through June 30, 2026

Project Scope:
 The Village of Summit will utilize ADLP funds to construct an asphalt trail along Dousman Rd and Genesse Lake Rd, approximately 5,000 linear ft in length and 10 feet wide.

Legal Description (hereinafter referred to as Property):

Name and Return Address
 Village of Summit
 C/O Kamron Nash
 37100 Delafield Rd, Oconomowoc, WI 53066

Parcel Identification Number (PIN)
See Exhibit A

See exhibit A

All obligations, terms, conditions and restrictions imposed by this Contract shall be deemed to be covenants and restrictions running with the Property, shall be limited to the use and development of the Property from the date of this Contract, and shall bind the parties hereto and their respective personal representative, successors, and assigns, in perpetuity. The rights herein conveyed are subject to the interests of the State of Wisconsin and the Department of Natural Resources Stewardship Program under Chapter 23, Wisconsin Statutes and Chapter NR 51 of the Wisconsin Administrative Code.

By acceptance of this Contract the Sponsor, for itself, its successors and assigns, hereby covenants and agrees not to convey, sell, lease, assign, mortgage or otherwise encumber the Property or convert it to uses or purposes inconsistent with the Stewardship Program and this Contract without the prior written approval of the Wisconsin Department of Natural Resources.

Project Financial Assistance Summary	The following documents are hereby incorporated into and made part of this Contract:												
<table border="0"> <tr> <td style="width: 30%;">Total Project Cost</td> <td style="width: 20%; text-align: right;">\$569,260.00</td> <td style="width: 50%;"></td> </tr> <tr> <td>Cost-Share Percentage</td> <td style="text-align: right;">Up to 50%</td> <td></td> </tr> <tr> <td>State Aid Amount</td> <td style="text-align: right;">\$149,439.00</td> <td></td> </tr> <tr> <td>Project Sponsor Share</td> <td style="text-align: right;">\$419,821.00</td> <td></td> </tr> </table>	Total Project Cost	\$569,260.00		Cost-Share Percentage	Up to 50%		State Aid Amount	\$149,439.00		Project Sponsor Share	\$419,821.00		<ol style="list-style-type: none"> 1. Chapter 23, Wis. Stats. 2. Chapter NR 51, Wisconsin Administrative Code 3. Chapter NR 52, Wisconsin Administrative Code 4. Grant Application, attachments, and addendums
Total Project Cost	\$569,260.00												
Cost-Share Percentage	Up to 50%												
State Aid Amount	\$149,439.00												
Project Sponsor Share	\$419,821.00												

A. General Conditions:

1. The State of Wisconsin Department of Natural Resources (Department) and the Sponsor mutually agree to perform this Contract in accordance with the Acquisition and Development of Local Parks Subprogram and with the project proposal, application, terms, promises, conditions, plans, specifications, estimates, procedures, maps and also any assurances attached and made a part of this Contract.
2. This Contract, together with any referenced parts and attachments, shall constitute the entire Contract and previous communications, understandings, representations or contracts pertaining to the subject matter of this Contract are superseded. Any revisions, including cost adjustments, shall be made by a written amendment to this Contract, signed by both parties prior to the termination date of the Contract. Time extensions and scope changes to the Contract may be granted to the Sponsor by the Department in writing without the requirements of Sponsor signature.
3. Failure by the Sponsor to comply with the terms of this Contract may not cause the suspension of all obligations of the State if, in the judgment of the Secretary of the Department, such failure was not the fault of the Sponsor. In such case, any amount required to settle at minimum costs any irrevocable obligations properly incurred shall be eligible for assistance under this Contract, at the Department's discretion.

The Project Sponsor:

4. Agrees to comply with all applicable state, local and federal statutes and regulations in fulfilling terms of this Contract, including but not limited to, general and special zoning, land use permit requirements, disability access, environmental quality, historical and archeological preservation. In particular, the Sponsor agrees to comply with the provisions of Chapter NR 51, Wis. Adm. Code, as well as comply with all applicable local and state contract and bidding requirements. The Sponsor should consult its legal counsel with questions concerning Contracts and bidding.
5. May decline the offer of financial assistance provided through this Contract, in writing, at any time prior to the starting of the project and before expending any funds. After the project has been started or funds expended, this Contract may be rescinded, modified, or amended only by mutual written agreement of the parties.
6. Agrees, to save, keep harmless, defend and indemnify the Department and all its officers, employees and agents, from and against any and all liability claims, costs of whatever kind and nature, for injury to or death of any person or persons, and for loss or damage to any property (state or other) occurring in connection with or in any way incident to or arising out of the occupancy, use, service, operation or performance of work in connection with this Contract or omissions of Sponsor's employees, agents or representatives.
7. Agrees to reimburse the Department of any and all funds the Department deems appropriate in the event the Sponsor fails to comply with the conditions of this Contract or project proposal as described, or fails to provide public benefits as indicated in the project application, proposal description or this Contract. In addition, should the Sponsor fail to comply with the conditions of this Contract, fail to progress due to non-appropriation of funds, or fail to progress with or complete the project to the satisfaction of the Department, all obligations of the Department under this Contract may be terminated, including further project cost payment.
8. Agrees, in connection with the performance of work under this Contract, not to discriminate against any employee or applicant for employment because of age, race, religion, color, disability, handicap, sex, physical condition, developmental disability as defined in s. 51.01(5), Wis. Stats, sexual orientation or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Sponsor further agrees to take affirmative action to ensure equal employment opportunities, as required by law. The Sponsor agrees to post in conspicuous places available, for employees and applicants for employment, notices to be provided by the Contracting officer setting forth the provisions of the nondiscrimination clause.
9. Agrees not to discriminate against any person in the use and enjoyment of the property on the basis of age, race, creed, color, handicap, marital status, conviction record, arrest record, sex, national origin, ancestry, sexual orientation or membership in the national guard, state defense force or any other reserve component of the military forces of the United States or this state.
10. Agrees that reasonable entrance, service or user's fees may be charged and retained by the Sponsor to defray operation and maintenance costs subject to Department review and approval. If such fees do not exceed the fees charged for daily entrance to state parks, Department fee approval is not required.
11. Agrees that income accruing to the Property shall be used to further the objectives of the project as stated in this Contract or to further the objectives of another Stewardship project. However, if the Property is entered into the County Forest Law Program, income derived from that program shall be distributed according to s. 28.11 Wis. Stats.
12. Shall maintain financial and accounting records for the grant in accordance with generally accepted accounting principles and practices. These records may be reviewed by state officials.
13. Shall display a sign at the property acknowledging funding through the Knowles-Nelson Stewardship Program and Wisconsin Department of Natural Resources.
14. Shall agree to have an annual audit performed in accordance with 2 CFR Part 200 Uniform -- Administrative Requirements, Cost Principles, & Audit Requirements for Federal Awards (also known as "Uniform Guidance") and WI State Single Audit Guidelines found at <http://www.doa.state.wi.us/Divisions/Budget-and-Finance/Financial-Reporting/state-controllers-office/state-single-audit-guidelines> issued

by Wisconsin Department of Administration, State Controller's Office, if Grantee expends federal grant funds totaling \$750,000 or more during the fiscal year and the those funds were received from a State or Federal agency.

The Department:

15. Promises, in consideration of the covenants and Contracts made by the Sponsor, to obligate for the Sponsor the amount shown as "State Aid Amount" on page 1, and to tender to the Sponsor that portion of the obligation which is required to pay the Department's share of the costs based upon the state providing 50 percent of eligible project costs. The Sponsor promises, in consideration of the promises made by the Department, to execute the project described in accordance with this agreement.
16. Agrees that the Sponsor shall have sole control of the method, hours worked, and time and manner of any performance under this agreement other than as specifically provided in this document. The Department reserves the right only to inspect the job site or premises for the sole purpose of insuring that the performance is progressing or has been completed in compliance with the agreement. The Department takes no responsibility of supervision or direction of the performance of the agreement to be performed by the Sponsor or the Sponsor's employees or agents. The Sponsor is an Independent Contractor for all purposes, not an employee or agent of the Department. The Department further agrees that it will exercise no control over the selection and dismissal of the Sponsor's employees or agents.

B. Special Conditions:

- a. Property acquired or developed with assistance from this program shall not be converted to uses inconsistent with public outdoor recreation without the prior written approval of this Department.
- b. Total cost sharing provided through any combination of state and federal funds shall not exceed 100% of all eligible costs.
- c. All applicable permits, licenses and approvals, including water and wetland regulatory permits and approvals, required by federal, state or local agencies must be obtained prior to project construction and complied with fully during project construction and the life of the project.
- d. Erosion control will be accomplished using the guidelines in the Wisconsin Construction Site Best Management Practice Handbook. Construction sites associated with land disturbing activities over one acre within 500 feet of a surface water body require an erosion control plan prepared by the Sponsor, to be submitted to the Department of Natural Resources for approval. Surface bodies include permanent flowing streams, ponds and lakes. Construction sites disturbing more than five acres of land require a permit for stormwater discharges from construction sites to be issued by the Department of Natural Resources.
- e. All existing overhead utility services if feasible shall be buried and any new utility services provided through this project must be installed underground.
- f. Stormwater permits are required if grading >1 acre, and filling or grading in wetlands requires a Corps of Engineers and Department permits.
- g. Development plans must be submitted to the Department for approval prior to any construction.
- h. All facilities constructed with assistance from this program must be accessible to persons with disabilities. All facilities developed with these grant funds shall be connected by linkage trails to a main walkway and/or parking lot.
- i. If the project involves construction or renovation of parking facilities, the sponsor shall provide accessible parking that meets or exceeds requirements of the 2010 Americans with Disabilities Act Standards for Accessible Design, state requirements, or local requirements, whichever is most stringent. A minimum of one stall must be van accessible.
- j. Final structure construction plans must be approved and stamped for structural adequacy by a licensed professional engineer before construction begins. (if a structure)
- k. The Department of Safety and Professional Services (formerly Department of Commerce) must approve all sanitary facility plans before construction begins. (if restroom)
- l. Structural approval for all restroom or shelter buildings less than 25,000 cubic feet must be obtained from a licensed professional engineer before construction begins. Structural approval for all restroom or shelter buildings exceeding 25,000 cubic feet must be obtained from the Department of Safety and Professional Services (formerly Department of Commerce) before construction begins. (if shelter or restroom)
- m. Conditions related to invasive species movement. The applicant and operator agree to the following methods required under s. NR 109.05(2), Wis. Adm. Code for controlling, transporting and disposing of aquatic plants and animals, and moving water:
 - Aquatic plants and animals shall be removed and water drained from all equipment as required by s. 30.07, Wis. Stats., and ss. NR 19.055 and 40.07, Wis. Adm. Code. when moving equipment between surface water or wetlands.

- Operator shall comply with the most recent Department-approved 'Boat, Gear, and Equipment Decontamination and Disinfection Protocol', Manual Code # 9183.1, available at <http://dnr.wi.gov/topic/invasives/disinfection.html>

Check here if you request advance payment totaling \$74,719.50

The person(s) signing for the Sponsor represents both personally and as an agent of his or her principal that he or she is authorized to execute this Contract and bind his or her principal, either by a duly adopted resolution or otherwise.

VILLAGE OF SUMMIT

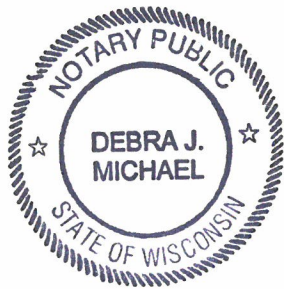


Signed this 11 day of July, 2024.

BY [Signature]
Signature of Sponsor Representative

Jack Riley
Typed Name of Sponsor Representative

Personally came before me this 11 day of July, 2024, the above named Jack Riley to me known to be the person who executed the foregoing instrument and acknowledged the same.



[Signature]
Signature of Notary Public

Debra J. Michael
Typed or Printed Name of Notary Public
Notary Public, State of Wisconsin

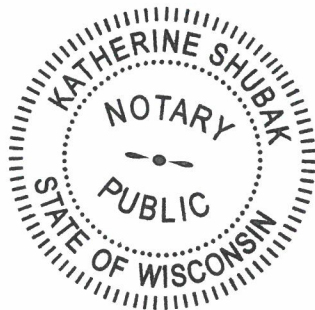
My Commission expires 3/20/2027
State of Wisconsin, Waukesha County

STATE OF WISCONSIN DEPARTMENT OF NATURAL RESOURCES

Signed this 5th day of June, 2024.

BY [Signature]
Terry Bay, Director
Bureau of Facilities and Lands

Personally came before me this 5th day of June, 2024, the above named Terry Bay to me known to be the person who executed the foregoing instrument and acknowledged the same.



[Signature]
Signature of Notary Public

Katherine Shubak
Typed or Printed Name of Notary Public
Notary Public, State of Wisconsin

My commission expires 3/27/2028
State of Wisconsin, Dane County

Exhibit A

A 10' wide trail easement within the Right of Ways of North Dousman Road and Genesee Lake Road, being part of the Southeast 1/4 of the Northeast 1/4, and the Northeast 1/4, Southeast 1/4, and Southwest 1/4 of the Southeast 1/4 of Section 21, Township 7 North, Range 17 East, in the Village of Summit, Waukesha County, Wisconsin, whose centerline is more particularly described as follows:

Commencing at the East 1/4 corner of said Section 21; thence North 00°51'38" East along the East line of the Northeast 1/4 of said Section 21, a distance of 802.47 feet; thence North 89°08'22" West, 24.49 feet to the Point of Beginning; Thence North 80°36'09" West, 14.72 feet; Thence 13.00 feet southwesterly along the arc of a curve with radius of 10.00 feet, whose chord bears South 53°09'50" West, 12.10 feet; Thence South 15°55'47" West, 38.24 feet; Thence South 16°11'10" West, 14.77 feet; Thence South 12°11'11" West, 35.17 feet; Thence 18.52 feet southwesterly along the arc of a curve with a radius of 105.00 feet, whose chord bears South 17°14'25" West, 18.50 feet; Thence South 22°17'40" West, 23.93 feet; Thence 4.01 feet southeasterly along the arc of a curve with a radius of 15.00 feet, whose chord bears South 14°37'48" West, 4.00 feet; Thence South 06°57'56" West, 9.56 feet; Thence South 08°56'19" West, 11.05 feet; Thence South 26°34'26" West, 59.90 feet; Thence South 26°07'17" West, 55.76 feet; Thence South 26°07'37" West, 27.19 feet; Thence 10.09 feet southeasterly along the arc of a curve with a radius of 20.00 feet, whose chord bears South 11°40'14" West, 9.99 feet; Thence South 02°47'09" East, 4.77 feet; Thence 25.16 feet southwesterly along the arc of a curve with a radius of 25.00 feet, whose chord bears South 26°02'58" West, 24.11 feet; Thence South 54°53'06" West, 4.86 feet; Thence 10.06 feet southwesterly along the arc of a curve with a radius of 20.00 feet, whose chord bears South 40°28'38" West, 9.95 feet; Thence South 25°53'03" West, 132.87 feet; Thence 10.07 feet southeasterly along the arc of a curve with a radius of 20.00 feet; whose chord bears South 11°38'43" West, 9.97 feet; Thence South 02°47'09" East, 1.38 feet; Thence 25.16 feet southwesterly along the arc of a curve with a radius of 25.00 feet, and whose chord bears South 26°02'58" West, 24.11 feet; Thence South 54°53'06" West, 1.21 feet; Thence 11.16 feet southeasterly along the arc of a curve with a radius of 20.00 feet, and whose chord bears South 38°54'17" West, 11.01 feet; Thence South 22°55'28" West, 136.63 feet; Thence South 27°31'38" West, 126.77 feet; Thence South 26°12'55" West, 19.84 feet; Thence South 25°59'43" West, 430.18 feet; Thence South 26°50'58" West, 444.51 feet; Thence South 24°41'59" West, 179.97 feet; Thence South 20°09'23" West, 295.19 feet; Thence South 19°48'42" West, 200.84 feet; Thence South 19°32'40" West, 275.37 feet; Thence South 20°12'58" West, 98.58 feet; Thence 8.80 feet southeasterly along the arc of a curve with a radius of 25.00 feet, and whose chord bears South 10°08'07" West, 8.75 feet; Thence South 00°03'15" West, 37.67 feet; Thence 6.85 feet southwesterly along the arc of a curve with a radius of 25.00 feet, and whose chord bears South 07°53'59" West, 6.83 feet; Thence South 15°44'44" West, 58.01 feet; Thence 29.60 feet southeasterly along the arc of a curve with a radius of 195.00 feet, and whose chord bears South 11°23'51" West, 29.57 feet; Thence South 07°02'58" West, 38.77 feet; Thence 7.39 feet southwesterly along the arc of a curve with a radius of 25.00 feet, and whose chord bears South 15°31'14" West, 7.37 feet; Thence South 23°59'30" West, 40.14 feet; Thence 7.79 feet southeasterly along the arc of a curve with a radius of 25.00 feet, and whose chord bears South 15°03'37" West, 7.76 feet; Thence South 06°07'44" West, 796.66; Thence 14.83 feet southwesterly along the arc of a curve with a radius of 10.00 feet, and whose chord bears South 48°36'00" West, 13.50 feet; Thence North 88°55'45" West, 1,232.13 feet to a point on the West line of the Southeast 1/4 of said Section 21.

Said lands contain ±50,491 square feet, ±1.16 acres more or less.

State of Wisconsin
DEPARTMENT OF NATURAL RESOURCES
1027 W St. Paul Ave
Milwaukee, WI 53233

Tony Evers, Governor
Karen Hyun, Ph.D., Secretary
Telephone 608-267-7556
Toll Free 1-888-936-7463
TTY Access via relay - 711



May 16, 2025

► GRANT TIME PERIOD EXTENSION ◀
Acquisition and Development of Local Parks
Grant#
Grant Amount: \$149,439.00

Kamron Nash, Public Works Director
Village of Summit
37100 Delafield Rd
Summit, WI 53066

Dear Mr. Nash:

The project time period has been extended for the following project: ***Village of Summit - Dousman Road Trail Extension.***

This amendment extends the project period end date to June 30, 2027. Please consider this letter as your amendment for the time extension and attach it to your copy of the original grant agreement.

Please remember that in order to be eligible for reimbursement all costs must be incurred before June 30, 2027. Please contact me at 608-333-3718, if you have any questions.

Sincerely,

A handwritten signature in cursive script that reads 'Pam Rood'.

Pam Rood
Grant Manager
Bureau of Facilities and Lands

C: Ellie Crabb, CO



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: May 30, 2025

Re: Discussion and Action on Appointment of Cemetery Sexton

PURPOSE:

To receive approval from the Village Board for the appointment of Scott Lilienkamp, DPW Crew Leader, as the Cemetery Sexton.

BACKGROUND:

At the May 8, 2025 Cemetery Board meeting, Chairperson Arenz stated that he would make a recommendation to President Riley to appoint Scott Lilienkamp as the Cemetery Sexton. Per the Village of Summit Charter Ordinances, the Cemetery Sexton shall be appointed by the Village President to administer the rules of the cemetery and manage the day-to-day operations of the cemetery. The Cemetery Sexton position does not have a fixed term length and will remain in the position as long as they are deemed capable and willing to fulfill their duties.

RECOMMENDATION:

Cemetery Board Chairperson Arenz and Village staff recommend that President Riley, with approval from the Village Board, appoint Scott Lilienkamp as the Cemetery Sexton.

ATTACHMENTS:

Village of Summit Charter of Ordinances Section 1.08(D)(6), related to the Cemetery Board.

FISCAL IMPACT:

No financial impact is associated with this appointment.

RECOMMENDED MOTION:

Motion to appoint Scott Lilienkamp as the Cemetery Sexton for the Summit Cemetery.

Village of Summit Charter of Ordinances

Sec. 1.08. Commissions, boards, and committees.

D. *Commissions/boards/committees organized.*

6. *Cemetery board.*

- a. The cemetery board shall consist of three members and one alternate member.
 - i. All of the members shall be appointed by the village president, subject to approval by the village board.
 - ii. One of the members shall be a village board member.
 - iii. All of the members and alternate member shall be residents of the village.
 - iv. The village president shall name a chair from those appointed.
- b. The village treasurer or his/her designee shall act as clerk to the board. He/she shall also act as treasurer for all funds generated by the operation of the Summit Cemetery and shall issue all checks for obligations thereof, after approval by the cemetery board.
- c. The term of office of an appointee who is a trustee or the village president shall be two years. The term of office of appointees who are not village trustees or the village president shall be three years. Initial appointments in October 2010 shall be staggered as determined by the village board.
- d. The village president shall appoint a cemetery sexton to administer the rules of the cemetery and manage the day-to-day operations of the cemetery. The sexton may be a member of the cemetery board, but does not need to be a village resident.
- e. The cemetery board shall have the powers listed in chapter 157, Wisconsin Statutes [Wis. Stats. ch. 157], and as subsequently amended.



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

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MEMORANDUM

To: Village Board

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

Date: May 30, 2025

Re: Discussion and Action on Pet Ossuary Name at Summit Cemetery

PURPOSE:

To receive approval from the Village Board to name the pet ossuary "Hill Crest Pet Ossuary" at the recommendation of the Cemetery Board.

BACKGROUND:

At the May 8, 2025 Cemetery Board meeting, naming of the pet ossuary was discussed. Alternate Jan Gibeau requested that the Board consider "Hill Crest Pet Ossuary," and the Cemetery Board approved this name and requested that staff bring to the Village Board for approval.

RECOMMENDATION:

Village staff recommends that the Village Board approve the name of the Summit Cemetery Pet Ossuary as "Hill Crest Pet Ossuary," as recommended by the Cemetery Board.

ATTACHMENTS:

Summary Sheet from May 8, 2025 Cemetery Board meeting

FISCAL IMPACT:

There is no financial impact to the Village for naming of the pet ossuary. In the future, a sign may be commissioned for the site. This may be covered by donations or the Cemetery fund.

RECOMMENDED MOTION:

Motion to approve "Hill Crest Pet Ossuary" as the name of the pet ossuary at the Summit Cemetery, as recommended by the Cemetery Board.



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MEMORANDUM

To: Cemetery Board

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

Date: May 7, 2025

Re: Discussion and Action on Naming of Pet Ossuary

PURPOSE:

To discuss the naming of the pet ossuary in the Summit Cemetery.

BACKGROUND:

At the June 17, 2024 Special Cemetery Board meeting, there was discussion on naming of the pet ossuary. Alternate Gibeau recommended that the ossuary be named "Hill Rest" or "Hill Crest Pet Ossuary."

At the conclusion of the discussion, Chairperson Arenz stated that he would bring the naming of the pet ossuary before the Village Board for direction on how the Cemetery Board should proceed.

RECOMMENDATION:

Staff do not have a recommendation at this time and are open to suggestions and discussion among the Board members. Ultimately, naming of the ossuary will need to be approved by the Village Board.

ATTACHMENTS: None.

FISCAL IMPACT: No impact is anticipated by naming, although there would be future costs associated with a sign installation.

RECOMMENDED MOTION: To be determined, based on direction by the Cemetery Board.



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MEMORANDUM

To: Village Board

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

Date: May 30, 2025

Re: Discussion and Action on Resolution Amending Cemetery Charges and Fees Pursuant to Ordinance No. 22-2014

PURPOSE:

To receive approval from the Village Board for a resolution amending the cemetery fees and charges pursuant to Ordinance No. 22-2014.

BACKGROUND:

At the May 8, 2025 Cemetery Board meeting, Village staff provided a recommendation for pet ossuary fees for weekend and holiday service for the Cemetery Purchase Price Schedule. The summary and information provided at the June meeting is attached and provides background information and the proposed fee schedule. No other changes to fees or charges were discussed or have been recommended at this time, as an increase was recently implemented in July of 2023.

The Cemetery Board members made a motion to recommend that the Village Board consider adoption of the Summit Cemetery fee schedule, as proposed. Per Ordinance 22-2014, the Village Board may establish cemetery charges and fees by resolution.

RECOMMENDATION:

Village staff recommends that the Village Board adopt the proposed resolution amending the cemetery charges and fees, as proposed.

ATTACHMENTS:

Summary Sheet from May 8, 2025 Cemetery Board meeting (with attachments)

Resolution No. 25-472 Amending Cemetery Charges and Fees Pursuant to Ordinance No. 22-2014 (DRAFT)

FISCAL IMPACT:

Adoption of the proposed fee schedule will increase the revenues associated with the placement of pet cremains on weekends and holidays in the co-mingled pet ossuary that was installed in 2023.

RECOMMENDED MOTION:

Motion to adopt the proposed Resolution No. 25-472 amending Cemetery charges and fees pursuant to Ordinance No. 22-2014.



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

MEMORANDUM

To: Cemetery Board

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

Date: May 7, 2025

Re: Discussion and Action on Pet Ossuary Weekend/Holiday Opening Rate

PURPOSE:

To propose an amendment to the pet ossuary fee schedule for weekend/holiday opening.

BACKGROUND:

At the June 17, 2024 Special Cemetery Board meeting, a fee schedule for the pet ossuary was approved by the Cemetery Board. The Village Board approved Resolution 24-463 amending the cemetery fees with the pet ossuary costs. The fee schedule was approved at a rate of \$300 for standard pet cremains (e.g., cats, dogs, and other small household pets), and a large pet/farm animal cremains rate was set at \$500. Rates include a memorial brick with two lines of engraved text, and the purchase of additional memorial bricks or custom engraving would be charged as an additional cost if desired.

At the November 1, 2024 Cemetery Board meeting, staff was directed to determine a rate for weekend/holiday opening for pet cremains. For other types of opening fees, the upcharge is \$85 for holidays and weekends. To remain consistent, it is recommended the same upcharge is assessed for pet ossuary openings on holidays and weekend.

If approved at this meeting, the new fee structure for the pet ossuary price schedule would be recommended for approval by the Village Board at the June 12th regular meeting:

PET OSSUARY PRICE SCHEDULE

WEEKDAYS	
STANDARD PET CREMAINS (includes cats, dogs, and other small household pets)	\$300
LARGE PET OR FARM ANIMAL CREMAINS	\$500
HOLIDAYS & WEEKENDS	
STANDARD PET CREMAINS (includes cats, dogs, and other small household pets)	\$385
LARGE PET OR FARM ANIMAL CREMAINS	\$585

RECOMMENDATION:

Staff believes that an upcharge of \$85 would be consistent with other holiday and weekend opening fees and recommend that the Cemetery Board approve the Pet Ossuary Price Schedule amendment as proposed.

ATTACHMENTS:

Resolution 24-463 Resolution Amending Cemetery Charges and Fees Pursuant to Ordinance No. 22-2014

FISCAL IMPACT:

Pet ossuary fees will generate revenue for the cemetery to help cover the cost of the capital costs of the ossuary, as well as maintenance of the facility.

RECOMMENDED MOTION:

Motion to approve the amended Pet Ossuary Price Schedule as proposed and to direct staff to bring forward to the Village Board for approval via resolution.

RESOLUTION NO. 24-463

RESOLUTION AMENDING CEMETERY CHARGES AND FEES PURSUANT TO ORDINANCE NO. 22-2014

WHEREAS, the Village Board of the Village of Summit, Waukesha County, Wisconsin, passed Ordinance Number 22-2014 on July 3, 2014 regulating the cemetery; and

WHEREAS, pursuant to said ordinance, Section 97-11, the Village Board shall establish by resolution the purchase price of the lots and/or perpetual care and the price for charges such as opening and closing; and

WHEREAS, the Cemetery Board has reviewed the charges and fees applicable to the use and maintenance of the Village Cemetery pet ossuary and has recommended to the Village Board that certain pet ossuary fees and charges be added; and

WHEREAS, the Village Board of the Village of Summit has considered the pet ossuary fees and charges recommended by the Cemetery Board and is of the opinion that said fees and charges are reasonable and should be incorporated into the Village Cemetery purchase price schedule;

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Village Board of the Village of Summit, Waukesha, Wisconsin, that the following fees and charges are approved and are effective on July 11, 2024:

CEMETERY PURCHASE PRICE SCHEDULE

GRAVE AND COLUMBARIUM NICHE PRICE SCHEDULE

PER GRAVE	VILLAGE RESIDENT OR PROPERTY OWNER	\$935.00		
PER GRAVE	NON-VILLAGE RESIDENT	\$1,155.00		
PER NICHE	COLUMBARIUM NICHE COST VARIES BY LOCATION	SINGLE NICHE		
		ROW 6 (TOP)	\$1,100.00	\$1,100.00
		ROW 5	\$990.00	\$990.00
		ROW 4	\$990.00	\$990.00
		ROW 3	\$990.00	\$990.00
		ROW 2	\$990.00	\$990.00
		ROW 1 (BOTTOM)	\$880.00	\$880.00
		DOUBLE NICHE		
		ROW 6 (TOP)	\$2,090.00	\$2,090.00
		ROW 5	\$1,870.00	\$1,870.00
		ROW 4	\$1,870.00	\$1,870.00
		ROW 3	\$1,870.00	\$1,870.00
		ROW 2	\$1,870.00	\$1,870.00
ROW 1 (BOTTOM)	\$1,650.00	\$1,650.00		

TRANSFER OF DEED PER GRAVE/NICHE: \$50.00

REPURCHASE: 10% LESS THAN ORIGINAL PURCHASED PRICE

GRAVE/NICHE OPENING PRICE SCHEDULE

WEEKDAYS	
INFANT	\$330.00
REGULAR GRAVE	\$935.00
CREMATION	\$495.00
NICHE	\$330.00
HOLIDAYS & WEEKENDS	
INFANT	\$415.00
REGULAR GRAVE	\$1,020.00
CREMATION	\$580.00
NICHE	\$415.00

PET OSSUARY PRICE SCHEDULE

STANDARD PET CREMAINS (includes cats, dogs, and other small household pets)	\$300
LARGE PET OR FARM ANIMAL CREMAINS	\$500

*Pet Ossuary fees include memorial brick with two lines of engraved text. Purchase of additional memorial bricks or custom engraving available at additional cost.

BE IT FURTHER RESOLVED THAT the above fees and charges shall be in effect until changed by further resolution, and any earlier resolution or motion inconsistent with this resolution is hereby repealed.

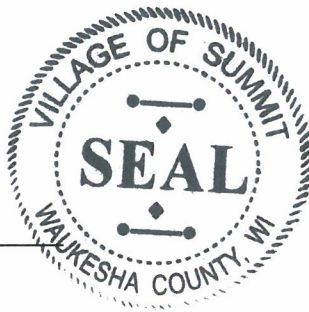
Adopted this 11th day of July, 2024.

VILLAGE OF SUMMIT

APPROVED:



Jack Riley, Village President



ATTEST:



Debra J Michael, Village Administrator-Clerk/Treasurer

RESOLUTION NO. 25-472

RESOLUTION AMENDING CEMETERY CHARGES AND FEES PURSUANT TO ORDINANCE NO. 22-2014

WHEREAS, the Village Board of the Village of Summit, Waukesha County, Wisconsin, passed Ordinance Number 22-2014 on July 3, 2014 regulating the cemetery; and

WHEREAS, pursuant to said ordinance, Section 97-11, the Village Board shall establish by resolution the purchase price of the lots and/or perpetual care and the price for charges such as opening and closing; and

WHEREAS, the Cemetery Board has reviewed the charges and fees applicable to the use and maintenance of the Village Cemetery pet ossuary and has recommended to the Village Board that certain pet ossuary fees and charges be added; and

WHEREAS, the Village Board of the Village of Summit has considered the pet ossuary fees and charges recommended by the Cemetery Board and is of the opinion that said fees and charges are reasonable and should be incorporated into the Village Cemetery purchase price schedule;

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Village Board of the Village of Summit, Waukesha, Wisconsin, that the following fees and charges are approved and are effective on June 12, 2025:

CEMETERY PURCHASE PRICE SCHEDULE

GRAVE AND COLUMBARIUM NICHE PRICE SCHEDULE

PER GRAVE	VILLAGE RESIDENT OR PROPERTY OWNER	\$935.00		
PER GRAVE	NON-VILLAGE RESIDENT	\$1,155.00		
PER NICHE	COLUMBARIUM NICHE COST VARIES BY LOCATION	SINGLE NICHE		
		ROW 6 (TOP)	\$1,100.00	\$1,100.00
		ROW 5	\$990.00	\$990.00
		ROW 4	\$990.00	\$990.00
		ROW 3	\$990.00	\$990.00
		ROW 2	\$990.00	\$990.00
		ROW 1 (BOTTOM)	\$880.00	\$880.00
		DOUBLE NICHE		
		ROW 6 (TOP)	\$2,090.00	\$2,090.00
		ROW 5	\$1,870.00	\$1,870.00
		ROW 4	\$1,870.00	\$1,870.00
		ROW 3	\$1,870.00	\$1,870.00
		ROW 2	\$1,870.00	\$1,870.00
		ROW 1 (BOTTOM)	\$1,650.00	\$1,650.00

TRANSFER OF DEED PER GRAVE/NICHE: \$50.00

REPURCHASE: 10% LESS THAN ORIGINAL PURCHASED PRICE

GRAVE/NICHE OPENING PRICE SCHEDULE

WEEKDAYS	
INFANT	\$330.00
REGULAR GRAVE	\$935.00
CREMATION	\$495.00
NICHE	\$330.00
HOLIDAYS & WEEKENDS	
INFANT	\$415.00
REGULAR GRAVE	\$1,020.00
CREMATION	\$580.00
NICHE	\$415.00

PET OSSUARY PRICE SCHEDULE

WEEKDAYS	
STANDARD PET CREMAINS (includes cats, dogs, and other small household pets)	\$300
LARGE PET OR FARM ANIMAL CREMAINS	\$500
HOLIDAYS & WEEKENDS	
STANDARD PET CREMAINS (includes cats, dogs, and other small household pets)	\$385
LARGE PET OR FARM ANIMAL CREMAINS	\$585

*Pet Ossuary fees include memorial brick with two lines of engraved text. Purchase of additional memorial bricks or custom engraving are available at additional cost.

BE IT FURTHER RESOLVED THAT the above fees and charges shall be in effect until changed by further resolution, and any earlier resolution or motion inconsistent with this resolution is hereby repealed.

Adopted this 12th day of June, 2025.

VILLAGE OF SUMMIT

APPROVED:

Jack Riley, Village President

ATTEST:

Debra J Michael, Village 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: Kamron Nash, P.E., Village Public Works Director

Date: May 30, 2025

Re: Discussion and Action on Approval of a 2025 Farmland Lease Agreement with Daniel Rollefson for Rental of Land at Genesee Lake Road Park (Village Park)

PURPOSE:

To receive approval of a 2025 Farmland Lease Agreement with Daniel Rollefson for rental of land at Genesee Lake Road Park (Village Park) at a rate of \$50 per acre, or \$900 total revenue.

BACKGROUND:

Historically, the Village has maintained an annual agreement for farmland rental at the Genesee Lake Road Park with Daniel Rollefson, a local farmer. The rate has been \$50 per acre for 20 total acres the past several years, which adds up to a total of \$1,000 in revenue for the Village. Due to the construction of the new parking lot in the northeast corner of the park, the acreage had been adjusted for 2025 to 18 acres. The reduction in revenue was incorporated into the Recreation revenue approved in the 2025 operating budget. In addition, Mr. Rollefson has agreed to continue to cut the "No Mow" areas and spray for weeds in designated areas, as in past years.

RECOMMENDATION:

Village staff recommends that the Village Board approve the Farmland Lease Agreement for 2025, as proposed.

ATTACHMENTS: Farmland Lease Agreement for 2025 (DRAFT)

FISCAL IMPACT: \$900 revenue for the Village, plus added value of work that is completed to the park.

RECOMMENDED MOTION: **Motion to approve the 2025 Farmland Lease Agreement between the Village of Summit and Daniel Rollefson for rental of approximately 18 acres of land at Genesee Lake Road Park at a rate of \$50 per acre, or \$900 total.**

FARMLAND LEASE AGREEMENT

THIS RENTAL AGREEMENT is made this _____ day of _____, 2025, between the **VILLAGE OF SUMMIT**, a Wisconsin Municipal Corporation, "Lessor", of 37100 Delafield Road, Summit, Wisconsin, 53066, and **DANIEL ROLLEFSON**, "Lessee", of 418 S Golden Lake Road, Oconomowoc, Wisconsin, 53066, as follows:

1. In consideration of the covenants and conditions contained herein, Lessor leases to Lessee the following described property located in Waukesha County, Wisconsin:

A part of N1/2 NW1/4 & PT N1/2 NE1/4 W OF HY SEC 28 T7N R17E, consisting of approximately twenty (20) acres in Genesee Lake Road Park, also known as Summit Village Park.

2. This Lease shall be for a term of one crop year, specifically the 2025 crop year, commencing on upon April 15, 2025, and ending on December 31, 2025.
3. Lessee promises to pay rent to Lessor as follows:
 - a. For the crop year 2025, a rate of Fifty dollars (\$50.00) per acre, for a total of Nine hundred dollars (\$900.00), due no later than October 1, 2025.
 - b. The total number of acres rented shall be determined by the number of acres plowed, and said determination will be made by the Village Public Works Director, or designee, after the land is worked, or by July 1, 2025.
4. It is further expressly understood and agreed:
 - a. Lessee promises to pay the above rent at the times and in the manner aforesaid during the continuance of this Lease and not to under lease said premises or any part thereof, nor assign this Lease without the written consent of Lessor and to acquit and deliver the same to Lessor, peaceably and quietly at the end of said term and also to keep the same in as good repair as the same are in at the commencement of said term.
 - b. Lessee agrees to utilize said property for agricultural purposes only and to raise only up to amount of crops thereon that the nature of the soil and season will permit.
 - c. Lessee shall keep said premises in proper and necessary repair.
 - d. Any amendments to this Agreement shall be in writing and shall be signed by both the Village of Summit Village President and Daniel Rollefson.
 - e. This Agreement shall not be deemed to be nor intended to give rise to a partnership relationship.
 - f. The Lessor shall allow access to the subject property from Genesee Lake Road only at a location determined by the Village Public Works Director at his/her sole discretion, and such location may be changed by the Village Public Works Director at any time he/she deems necessary.
 - g. The Lessor and/or its agents reserves a right of entry to the subject property for reasonable purposes which will not interfere with Daniel Rollefson's use of the property.
 - h. The Lessor shall not be responsible for any damages to the subject property, including, but not limited to, crop damage, or to the person of Daniel Rollefson or his agents.

IN WITNESS WHEREOF, the parties have set their hands and seals the day and year first above written.

VILLAGE OF SUMMIT

Lessor

DANIEL ROLLEFSON

Lessee

By: _____
Jack Riley, Village President

By: _____
Daniel Rollefson

ATTEST: _____
Debra Michael, Village Administrator-Clerk/Treasurer

Drafted by:

Kamron E. Nash, P.E.
Village Public Works Director
37100 Delafield Road
Summit, WI 53066
(262) 567-2757
(262) 567-4115 - Fax

DRAFT



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: June 1, 2025

Re: Donation

BACKGROUND: A village resident, who wishes to remain anonymous, met with me to discuss a donation to the Police Department. She decided that she would like her donation of \$5,000 to help defray the cost of a squad video system which is slated as a 2026 Capital Improvement Project.

ATTACHMENTS: None.

FISCAL IMPACT: Significantly reduce the cost of a 2026 CIP Expenditure.

RECOMMENDED: Motion to approve the designation of \$5,000 in donated funds to the Community Outreach Fund, for later application to the Squad Video CIP (if approved).



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

MEMORANDUM

To: Village Board

From: Chief Michael Hartert

Date: May 13, 2025

Re: Donated Lights

BACKGROUND: Former Summit Police Chief James Race donated a set of LED lights which are designed for lighting flag poles. He gave these to the Police Department for the purpose of lighting the flag at Atkins/Olson Park.

ATTACHMENTS: None.

FISCAL IMPACT: None.

RECOMMENDED: Motion to accept the donation and instruct direct the Summit Public Works Department to install the lights.



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MEMORANDUM

To: Village Board

From: Debbie Michael, Village Administrator-Clerk/Treasurer

Date: June 6, 2025

Re: Authorization to make application to the Board of Commissioners of Public Lands, State of Wisconsin, for a Municipal General Obligation Loan in the amount not to exceed \$ _____ with a ____ year term for the purpose of financing the 2025 capital improvements program.

BACKGROUND: The Village has historically used the BCPL to fund capital improvement budgets. The last borrowing was in 2024. Action is needed to begin the process.

A proposal was provided by Bank Five Nine as well.

ATTACHMENTS: Copy of CIP budget tracking for 2025 YTD, Current Interest Rates with loan calculator, Application Process and Application, and Bank Five Nine Loan Commitment Letter

FISCAL IMPACT: 5.5% interest on principal for 2 - 5 year terms.

Staff looking for authorization to begin the borrowing process and what amount the board would like to borrow.

Village of Summit Capital Improvements Program
Tracking 2025

			Revenue	Expense	
			source	account	Note
STORM SEWER SYSTEM IMPROVEMENTS	2025	Spent			
Catch Basin Repairs	\$5,000		Levy	53300-345	Mov culv
TOTAL STORM SEWER SYSTEM IMPROVEMENTS	\$5,000	\$0			
DAM, PIERS, BRIDGES, WATERWAYS	2025	Spent			
TOTAL DAMS, PIERS, BRIDGES, WATERWAYS	\$0				
PUBLIC BUILDINGS AND PARK FACILITIES	2025	Spent			
Village Hall / Police Department/ DPW					
Village facilities maintenance (painting, deep cleaning, etc.)	\$7,650	\$239	Levy	51600-240	130
Cameras	\$14,000	\$14,000	GO Bonds	57400-000	Add
Peter Prime Park					
Summit Village Park					
Dumpster Enclosure	\$40,000		GO Bonds	57400-000	Garl
Parking expansion/Stormwater facilities (Impact Fees)	\$268,953		Impact Fees	57400-000	Idea Boa
Parking expansion/Stormwater facilities (G.O. Bonds)	\$162,047	\$21,254	GO Bonds	57400-000	bala Villa
William Jones Park					No f
Atkins-Olson Park					Will
Bike Path From Dousman Road to Village Park (TAP Funding)	\$41,680	\$27,181	Grant Funds		TAP \$96,
Bike Path From Dousman Road to Village Park (Stewardship Grant)	\$51,320	\$6,795	Grant Funds		Proj 202-
Park Impact Fees Study	\$16,000		GO Bonds	57400-000	Villa Tax
TOTAL PUBLIC BUILDINGS AND PARKS	\$601,650	\$69,469			
STREET AND HIGHWAY IMPROVEMENTS	2025	Spent			
Annual Street Paving Program					
N Dekoven Dr (CTH B/Valley Rd to terminus) - 2025	\$ 41,000	\$ 25,239	GO Bonds	57400-000	
Delafield Road (Village Limits/100' E of Morgan Rd to CTH BB/Golden Lake Rd) - 2025	\$ 609,000		GO Bonds	57400-000	add
Alternate 1 - Delafield Rd Paved Shoulders	\$ 116,000		GO Bonds	57400-000	3' as
Annual Street Paving Program Subtotal	\$766,000	\$25,239			

Village of Summit Capital Improvements Program
Tracking 2025

			Revenue	Expense	
			source	account	Note
Crack Filling	\$10,000		GO Bonds	57400-000	Begi Recl
TOTAL STREET AND HIGHWAY IMPROVEMENTS	\$776,000	\$25,239			
CAPITAL EQUIPMENT (General Government)	2025	Spent			
Computer upgrades/Server/Software - Designated Fund	\$7,500		GO Bonds	57400-000	Com
Codifications	\$7,000	\$3,328	Tax Levy	51600-321	
Electronic licensing program	\$6,300	\$6,300	Tax Levy	51600-320	Per supp
TOTAL CAPITAL (General Government)	\$20,800	\$9,628			
CAPITAL EQUIPMENT (Police)	2025	Spent			
Vehicles	\$68,000	\$68,000	GO Bonds	57400-000	
Equipment - firearms	\$16,000	\$5,688	Tax Levy	52100-312	New
TOTAL CAPITAL EQUIPMENT (Police)	\$84,000	\$73,688			
CAPITAL EQUIPMENT (Highway)	2025	Spent			
Replace 2009 Patrol Truck (2028)	\$55,000		Replacement Fund	57325-000	\$27; prev
New 1-Ton Mini-Dump Truck	\$130,000	\$68,465	GO Bonds	57400-000	Cost 202; sign
TOTAL CAPITAL EQUIPMENT (Highway)	\$185,000	\$68,465			
CAPITAL (Recreation/Parks)	2025	Spent			
TOTAL CAPITAL EQUIPMENT (Recreation/Parks)	\$0	\$0			
CAPITAL (Cemetery)	2025	Spent			
Pet Ossuary Monument Plaque	\$10,000		Cemetery Fund	200-00-59200	Per auth cost
Cemetery Chapel rehabilitation	\$30,000		Cemetery Fund	200-00-59200	Per
Cemetery Maintenance Building gutters	\$2,500		Cemetery Fund	200-00-59200	Per
TOTAL CAPITAL EQUIPMENT (Cemetery)	\$42,500	\$0			

Village of Summit Capital Improvements Program
Tracking 2025

			Revenue	Expense	
			source	account	Note
	2025	Spent			
Annual Village Projects	\$1,672,450	\$246,488		Plus \$20,708 Prewet	
Annual Village Borrowing	\$1,213,547	\$196,956			
Use of Unrestricted Cash	\$0	\$0			
Annual Tax Levy	\$41,950	\$15,555			
Annual Designated Fund Use	\$55,000	\$0			
Annual Impact Fee Fund Use	\$268,953	\$0			12/3
Annual Donations/Grants	\$93,000	\$33,977			
Cemetery Projects	\$42,500	\$0			
Total Capital Expenses	\$1,714,950				

Current Interest Rates

Current General Obligation Loan Interest Rates (eff. 04/11/2025)

Loan Term	Interest Rate
2 Years	5.50%
3 - 5 Years	5.50%
6 - 10 Years	6.00%
11 - 20 Years	6.50%

State Trust Fund Loan Calculator Sample Data

Loan Amount: \$1,213,547.00
Number of Years: 5
Interest Rate: 5.5%
Yearly Payment: \$278,361.75
Final Payment: \$278,361.72
Total All Payments: \$1,391,808.71
Total Principal Paid: \$1,213,547.00
Total Interest Paid: \$178,261.71

Sample Amortization Table

Payment	Payment Date	Yearly Payment	Principal	Interest	Total Interest	Balance
1	3/15/2026	\$278,361.75	\$237,948.97	\$40,412.78	\$40,412.78	\$975,598.03
2	3/15/2027	\$278,361.75	\$224,703.86	\$53,657.89	\$94,070.67	\$750,894.18
3	3/15/2028	\$278,361.75	\$236,949.42	\$41,412.33	\$135,483.00	\$513,944.76
4	3/15/2029	\$278,361.75	\$250,094.79	\$28,266.96	\$163,749.96	\$263,849.97
5	3/15/2030	\$278,361.72	\$263,849.97	\$14,511.75	\$178,261.71	\$0.00
Total:		\$1,391,808.71	\$1,213,547.00	\$178,261.71		



Application Process

We are committed to keeping our lending process both simple and efficient. For municipalities, loans usually require from 30 to 45 days from application to funding. While the legal requirements for borrowing will vary somewhat depending on the type of municipality, the general process includes:

- **Application Request** – To begin the loan process, the borrower submits a completed BCPL Worksheet/Loan Application Request by email, fax, or regular mail. The worksheet is available at the link provided below and provides BCPL staff with the information necessary to provide a custom loan application. You will receive your application by mail within a few days after submitting your worksheet.

Because we set funds aside for your loan at the time of application, please do not send in an application request until you are certain that the project is moving forward, have examined your funding alternatives, and have made the decision to borrow from BCPL.

- **Application Completion** - The BCPL loan application includes the specific borrowing resolution to be approved by your board/council. Following the meeting that approves that resolution, the clerk submits the completed loan application to BCPL for review and approval, along with a copy of the minutes from that meeting.

- **Application Review and Approval** - BCPL staff reviews submitted documentation. Upon approval, the application is sent to the Office of the Attorney General for legal review and if approved, it is placed on the agenda for final approval at the next meeting of the BCPL Board. Applications must be received a minimum of eight days in advance of the our board meeting to allow sufficient time for internal reviews. The BCPL Board meets the first and third Tuesdays of each month.

- **Loan Funding** - Funding can normally occur within 7-10 days following BCPL Board approval. Borrowers may take four months following final approval to draw loan funds.

School district borrowing is complicated by statutory requirements for different approval methods depending on the type of the district, term of the loan, and process of elector approval. BCPL has developed a guideline to all seven methods available to school districts when borrowing from BCPL, which is available at the "School District Borrowing Procedures" link below.

Still have questions? Contact Richard Sneider office **(608) 261-8001**, cell **(608) 572-1611** or email richard.sneider@wi.gov.

[BCPL State Trust Fund Loan Program - Home](#)

- [Application Process](#)
- [General Obligation Loan Fact Sheet](#)
- [Revenue Obligation Loan Fact Sheet](#)
- [Interest Rates](#)

What's New

- [Upcoming Summer Timber Sale](#)
- [2025 Library Aid Distribution - \\$70.0 Million](#)
- [WI Counties November 2024 BCPL Article](#)
- [2021-2023 Biennial Report](#)
- [Interactive Loan Map Available](#)
- [BCPL-UWSP Partnership](#)

Assets & Beneficiaries

School Trust Funds

- [Common School Fund](#)
- [Normal School Fund](#)
- [University Fund](#)
- [Agricultural College Fund](#)
- [Library Aid History](#)

BCPL State Trust Fund Loan Program

- [Current Interest Rates](#)
- [Loan Application Request Forms](#)
- [Loan Calculator](#)
- [Application Process](#)
- [General Obligation Loan Fact Sheet](#)
- [Revenue Obligation Loan](#)