



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](http://www.summitvillage.org)

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

---

**MINUTES**  
**Village Board Meeting**  
**June 12, 2025**

**CALL TO ORDER**

Chairperson Riley called to order the Village Board meeting on Thursday, June 12, 2025 at 6:30 p.m. at Summit Village Hall, 37100 Delafield Road, Summit, WI.

**ROLL CALL AND CONFIRM POSTING**

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

**ANNOUNCEMENT of Promotion of Police Lieutenant Brian Wraalstad to Police Captain**

Chief Hartert welcomed everyone and recognized Village of Lac LaBelle Police Chief, Kristin Wraalstad. He explained that the first person he promoted from the ranks of the Summit Police Department over ten years ago was Brian Wraalstad. At that time, he became the first Police Sergeant that the department had seen in a long time. Chief Hartert added that Brian is a born leader, a compassionate person, was confided in by the officers and trusted for his wise advice. Building on those inherent traits, he attended Police Officer Support Team (POST) training, this program had no Waukesha presence at that time and Brian brought that to our county and assists officers and families when in need. He is a graduate of the Leadership in Police Organizations three-week training course and teaches based on the West Point Academy model. In 2022, Brian was advanced to the rank of Lieutenant. Quality administrative work is necessary to have a professional, smooth-running organization and Brian learned that and is really good at it. Last year, Brian was accepted into the WI Law Enforcement Command College, a six-week course, which he graduated from and was awarded the title of Certified Public Manager by UW-Madison. This promotion today is meaningful in the Police world, there is no raise in pay or benefits. The rank of Captain means you are one of the command staff so your shoulder epaulettes are gold instead of silver and the weight of administration becomes greater and you must take on different responsibilities while helping the department protect the Village. Chief stated that when he proposed his promotion, the Police Commission unanimously agreed that Lt. Wraalstad should be promoted to Captain.

Administrator Michael gave the Oath of Office to Captain Wraalstad. Captain was presented with his pin and certificate.

Captain Wraalstad stated that he appreciates the Summit Police family, chiefs leadership and mentorship and thanked the Village of Summit board for trusting in him.

## PUBLIC COMMENT

Mike Nevins, 849 N Pointview Road, spoke with regards to upcoming developments at Pabst Farms with Costco and stated there is no question that there will be more development and that's why we need to look at a five or ten year plan on how we are going to protect the residents of Summit. There is going to be a lot of traffic, water and well issues, widening of CTH DR or Waterville Road to accommodate site seers and people coming and going to these businesses. City of Delafield is already a parking lot. Oconomowoc does issue an annual water quality report and maybe that's a good place to start. We need to stand up for our citizens and be ready if some of the wells start going south on us. Talked with SEWRPC about where the aquifer is and which direction it is going which is some to Lake Michigan and some towards the Mississippi River. You will not see the detriment for five to ten years, but if you don't have a plan to address it and getting a way of accurate information, as to the damage being done. We have a beautiful community here and would hate to see it become a Brookfield or Madison or Milwaukee. Doesn't think the City developments will be a benefit to our community. We have a rustic road and any widening of roads takes out all the foliage and trees we have here. Would like to see this on the next agenda for the Village Board and start discussing this now and pointing it out to Oconomowoc that the Village will be watching them.

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

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

## PLANNING DEPARTMENT

### Update on Plan Commission matters

Planner Barrows stated the Plan Commission approved a 1,747 square foot garage on South Golden Lake Lane, garage exceeds 65% of the size allowed. Panga received approval to pave their parking lot, but probably won't happen until Fall and the accessory structure will be taken down. Roger's Behavioral Health is adding a 24 bed residential building at the main campus.

### Update on Zoning Code Land Use Project

Planner Barrows explained that we held the joint listening session on May 29 and we had approximately 145 people, comment period is closed, staff is putting summary information together to be distributed to Plan Commission and the Village Board. The next sub-committee meeting has been delayed until September 11 at 4 p.m.

### 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.

At the last meeting the County recommended the location shown as a blue line on the west side and there were comments made related to the impact on Ravinia Park property owners. Parks Director, Rebecca Mattano, has provided feedback stating the request to keep the trail easement on the east side of the property is acceptable however, this location will decrease the feasibility of establishing a functional trail due to the natural characteristics of that area.

The applicant will do whatever the Village wants because they are not the ones who would be responsible for putting it in.

Trustee Arenz stated we should stay with the red alternative 1.

**MOTION:** (Petronovich, Arenz) *to relocate the trail easement for Bark River Conservancy from the west side of the property to the east side of the property as shown on the map as Alternate 1 (red).*  
Carried.

### 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).

Planner Barrows explained that this CSM was approved last year but was never recorded. SEWRPC excluded this area on the west side because it is secluded and away from the lake. The reference from their letter is on the CSM but the boundary line is not. They will be cutting a bunch of trees and the Plan Commission has asked them to plant more trees on the site to compensate.

**MOTION:** (Petronovich, Phillips) to 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.

Carried.

#### PUBLIC WORKS DEPARTMENT

##### Monthly Administrative Report

Director Nash reviewed the report.

##### Discussion and action on appointment of Cemetery Sexton

**MOTION:** (Arenz, Phillips) *to appoint Scott Lilienkamp as the Cemetery Sexton for the Summit Cemetery.*

Trustee Arenz thanked Scott, stating he has been engaged and is learning a lot about the cemetery.

Carried.

##### Discussion and action on Summit Cemetery Pet Ossuary Name

**MOTION:** (Arenz, Phillips) *to approve “Hill Crest Pet Ossuary” as the name of the pet ossuary at the Summit Cemetery, as recommended by the Cemetery Board.* Carried.

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

Director Nash stated this addresses the pet ossuary fees, when they originally adopted the fees they didn’t differentiate for weekend or holidays for placement of pet cremains.

**MOTION:** (Arenz, Phillips) *to adopt the proposed Resolution No. 25-472 amending Cemetery charges and fees pursuant to Ordinance No. 22-2014.* Carried.

Discussion and action on approval of a 2025 Farmland Lease Agreement with Daniel Rollefson for rental of land at Genesee Lake Road Park

Director Nash stated that we have deducted two acres off this agreement because of the new parking lot. This also reduces the revenue by \$100, which was included in the budget.

**MOTION:** (Petronovich, Phillips) *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.* Carried.

POLICE DEPARTMENT

Monthly Report

Chief Hartert reviewed the report.

Discussion and action to accept donation of \$5,000 for use toward future squad video equipment

**MOTION:** (Petronovich, Phillips) *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).* Carried.

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

**MOTION:** (Arenz, Phillips) *to accept the donation and instruct the Summit Public Works Department to install the lights.* Carried.

Discussion and action on an Ordinance to repeal and recreate Chapter 2 “Administration”, Article IV “Departments,” Sections 2-74 through 2-50 and repeal Chapter 14 “Fees:, Article III “Warrant Service Fee,” of the Village of Summit Code of Ordinances related to Summit Police Department

**MOTION:** (Arenz, Phillips) *to approve Ordinance Number 140-2025 to repeal and recreate Administrative Articles III and IV.* Carried.

WESTERN LAKES FIRE DISTRICT

## Monthly Report

No report was provided and no representative was present.

## VILLAGE BOARD

### Discussion and action on borrowing for 2025 Capital Improvement Plan

Administrator-Clerk/Treasurer Michael explained she provided information from State Trust Fund Loan/BCPL and a Loan Commitment letter from Bank Five Nine and reminded the board that in order for us to get the loan to be tax exempt if we are borrowing from the bank, we have to get an outside opinion letter that it qualifies and that costs anywhere from \$5,000 - \$7,500 from past experiences. Even though the Bank Five Nine rate was 0.25% lower, the annual payments were higher than using the State Trust Fund Loan. Administrator-Clerk/Treasurer Michael stated that she did ask for more accurate costs to some of the larger ticket items included in the CIP and there are a few items that came in lower than what was budgeted.

**MOTION:** ( ) *to approve the application to the Board of Commissioners of Public Lands, State of Wisconsin for a Municipal General Obligation Loan in the amount not to exceed \$1,200,000 with a five year term with the purpose of financing the 2025 Capital Improvement Program. Carried.*

### Discussion and action to set items for July 10, 2025 regular Village Board meeting

Emergency Operating Center location, wage increases (closed session), response to impact of City of Oconomowoc development, jurisdictional transfer if request comes in from City of Oconomowoc.

## ADJOURN VILLAGE BOARD MEETING

**MOTION:** (Petronovich, Arenz) *to adjourn at 7:42 p.m. Carried.*

Respectfully Submitted,

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

**Next Regular Meeting: July 10, 2025**