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

MINUTES
Village Board Meeting
April 9, 2026

CALL TO ORDER

President Riley called to order the Village of Summit Village Board meeting at 6:30 p.m. on Thursday, April 9, 2026 at Summit Village Hall, 37100 Delafield Road, Summit, WI.

ROLL CALL AND CONFIRM POSTING

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

SPECIAL RESOLUTION – Trustee Petronovich

President Riley read the prepared resolution. Trustee Petronovich thanked a list of people who helped him during his eight years of service.

PUBLIC COMMENT - None

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 March 12, 2026 Regular Meeting
- B. March 2026 payables
- C. Appointment of Election Inspector: Laure Reuters, Harry Pigsley
- D. Appointment of Weed Commissioner and publication of Class II Notice for Noxious Weeds

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

President Riley ANNOUNCED EXECUTIVE SESSION, pursuant to Sections 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – *New Police Chief Employment Agreement*

*The Board will return to open session following this discussion

PUBLIC WORKS DEPARTMENT

Monthly Administrative Report

Director Nash reviewed the report.

Discussion and action on Municipal Solid Waste and Recycling Contract

Director Nash explained that our existing agreement with GFL expires the end of 2026. Waukesha County was contacted to see if we can participate in a county group RFP. There are three options: work directly with GFL, work with Waukesha County for multi municipal RFP opportunity, or an independent RFP on our own.

Trustee Arenz would like to work with economy of scale and to get assistance with getting the up the drive service back.

Trustee Petronovich asked if there is a number of automated versus non-automated. Director Nash stated she doesn't have those numbers here.

Trustee Lee's recommendation would be to allow choices for the resident's and allow both services to remain and work with Waukesha County.

MOTION: (Lee, Petronovich) *direct staff to work with Waukesha County to participate in a multi-community RFP process.*

Trustee Arenz would like to have the entire Village be up the drive. President Riley stated he would like the option of hybrid still provided and then the cost would be considered.

Discussion and action on a proposed Resolution No. 26-483 2026 Arbor Day Proclamation in the Village of Summit

Trustee Petronovich read aloud the Resolution.

MOTION: (Petronovich, Lee) *to adopt Resolution 26-483 Proclaiming April 24, 2026 as Arbor Day in the Village of Summit.*

Trustee Petronovich stated he loves trees but he hates buckthorn and it is taking over everything in the Village and doesn't want the Village tree to be a buckthorn tree.
Carried.

Discussion and action on Resolution No. 26-482 Amending Cemetery Charges and Fees Pursuant to Ordinance No. 22-2014

MOTION: (Arenz, Lee) *to approve Resolution No. 26-482 Amending Cemetery Charges and Fees Pursuant to Ordinance No. 22-2014.*

Trustee Petronovich thinks we should raise the fees for non-residents, Trustee Lee agreed. Trustee Lee

asked if Director Nash researched some of the other cemeteries in the area to see what they are charging. Director Nash stated she did reach out to other municipalities and there was a spreadsheet in the documentation she provided with information from several municipal cemeteries, but no private cemeteries because they are a different animal. All rates are included in that.

Trustee Arenz explained that the Cemetery Board came up with the winter rates and to make sure it isn't using the village funds based on the information we have to offset that. There is a sizeable delta to do that.

Trustee Lee stated that is included on the spreadsheet but is not being recommended for the burial rate. Director Nash explained for the purchase cost they have separate purchase costs for gravesites for residents and non-residents but they chose not to look at the purchase costs for the columbarium niches or gravesites until we go through the process of installing the second columbarium. After that, the Cemetery Board would likely come back with new recommended costs. Trustee Lee stated he thinks it would be worthwhile especially with Pagenkopf across the street.

Trustee Lee stated he would recommend using the same percentage used on the gravesite purchase for the niches as a premium charge for non-residents. Trustee Arenz stated because of the larger capacity for burials that's why the Cemetery Board left the niches as the same price for residents and non-residents. Doesn't know if it is as critical unless we are trying to supplement or bolster that but we might then become the highest price in the area. The Cemetery Board can address this at their Spring meeting if the group wants them to talk about the burial sites and niches. President Riley stated it would be good to have discussion at the Cemetery Board meeting and bring back their recommendation.

Carried.

Discussion and action on proposed Resolution No. 26-484 to Amend the Official Traffic Map to Prohibit Parking on N Cedar Ridge Road

Director Nash explained that we were approached by a village resident who lives on Cedar Ridge Road and is very concerned about some parking that happens due to use of the private launch that is across the road/intersection with N. Valley Road. There are barges and large trailers that park along the roadway because they are accessing the private launch. Cedar Ridge Road is very narrow, only about 15' at its widest point and we get a lot of complaints from people who live there especially because there is a lot of construction traffic due to the Roger's facility. The resident has requested that the Village consider posting "No Parking" for the entire length of the road and Director Nash consulted with the Police Department and they agree.

Police Chief Hartert stated that Cedar Ridge at the very end is the Roger's facility and they have to go there occasionally for emergencies so they would hate to have the road blocked during such an incident.

Trustee Lee asked how many homes are on that street. Trustee Petronovich replied not many. Chief Hartert stated there are only one or two on the roadway but Roger's is a full-time facility at the end. Trustee Lee asked where will they park the trailers for the barges if they can't park there. Director Nash stated they would have to park elsewhere that is further away. Trustee Lee asked if Upper Nashotah was asked about this and how they feel about it. Director Nash replied she did not. Trustee Lee stated there are three companies that work on that lake and they each do one day in the Spring and one in the Fall so that's six days per year, unless there is additional shore work or new piers being installed. So, there should only

be one trailer parked there at a time during those times, unless someone is having additional shoreline work done at the same time. Thinks there should be a better resolution. If the trailers are parking properly and pulling far enough off the road there should be no issue with getting other vehicles through. Director Nash stated there were recent complaints where vehicles couldn't get around. West side of the road about 200' in is usually where they park but when that is used, they still stick out into the street. The closest stretch of Valley Road is posted as no parking.

President Riley asked if we have had complaints about parking on that road. Director Nash stated she did speak to Cory with Roger's and he said there are a lot of construction vehicles on that road right now but they are not parking along the road. Trustee Lee stated there is a wide pull off there and thinks that most of the truck and trailer should be able to get off the roadway, he did not measure it out. Trustee Petronovich asked if they could park on DeKoven. Director Nash stated there are more driveways on that road and large drop-offs.

Administrator Michael asked about the procedure for changing a road to no parking since we have one for changing a speed limit on a village road and do we have something in place. Director Nash responded that this is the first No Parking Resolution she has put together. Chief Hartert responded that there is no procedure in place. On Venice Beach Road, they went door to door and asked how people felt about no parking on their road and responded accordingly.

Trustee Lee explained it is one person complaining and the Police need to get to Roger's but thinks there is a better resolution

Staff was directed to bring back a map of the area and talk to Upper Nashotah Lake Association and Cory at Roger's about their concerns and other options for parking. President Riley stated he'd like to see a map of the right-of-way and the owners on this road. Trustee Phillips asked if the Police Department could look to see at what times they have had complaints or seen trailers parked there. Trustee Arenz asked if we are responding to a complaint that started this. Director Nash stated she met with the property owners a few weeks ago in anticipation of issues coming up and there was another complaint to the Police Department this week about a landscape company that had big boulders they were installing.

MOTION: (Riley, Lee) *to table and consider at a future meeting.* Carried.

Discussion and action on approval of accident reporting and investigation policy

Director Nash stated that the Village Attorney made a recommendation that we have our insurance company review this policy. She doesn't anticipate that being an issue since she used templates provided by The League and their partners.

MOTION: (Lee, Phillips) *to approve the Accident Reporting and Investigation Policy, as recommended by the Village Safety Committee and upon approval of the insurance company.* Carried.

Discussion and action on Memorandum of Agreement between the Village of Summit and Oconomowoc Area Baseball Club for the Design, Construction, Operations, and Maintenance of New Genesee Lake Road Park Baseball Fields and Related Amenities

Director Nash stated this agreement is to keep the movement going on the new baseball fields at the

Village Park.

MOTION: (Arenz, Phillips) *to conditionally approve the Memorandum of Agreement Design, Construction, Operations and Maintenance of New Genesee Lake Road Park Baseball Fields and Related Amenities between the Village of Summit and the Oconomowoc Area Baseball Club, subject to the integration of the Attorney's review and response as well as OABC.*

Trustee Arenz stated there are a number of comments from the Attorney and one of them is an end date. This is a carryover from previous discussions.

Carried.

POLICE DEPARTMENT

Monthly Report

Chief Hartert reviewed the report.

Discussion and action on designation of \$3,000 of donated funds to the Community Outreach Fund

MOTION: (Arenz, Lee) *to approve the designation of \$3,000 in donated funds from Tom Hebert to the Community Outreach Fund for the purpose of Wellness Counselling and equipment.* Carried.

WESTERN LAKES FIRE DISTRICT

Monthly Report

Report was provided.

VILLAGE BOARD

Jim Siepmann thanked Jim Petronovich for his years of service and stated he has been looking at Jim's attendance and he hasn't missed a meeting at Plan Commission and he also attends a monthly Plan Staff meeting, so that is admirable.

He wanted to provide feedback on the Plan Commission before the Village Board appoint members. Last time there were three applications submitted and the Village Board appointed all three based on interest but you need professionals that know planning and wants to emphasize that the board takes the time to pick the right people. He hopes going forward they will enact a policy to interview prospective members. Understand development and planning, communities need growth and we have to allow it, there are property rights we have to allow but can do in a sensitive way to protect people here today and those in the future. The Cobalt project will be a huge catalyst for development of other farms in Summit. He and Paul Schmitter went out and tried to find people: John Konopacki, part owner of Pinnacle and Gloria Lehrer, she is an architect from UW system and we will need that expertise behind us. Worth serious consideration of the Village Board. Current members: Paul Schmitter has a history in Summit and is one of the most active Plan Commissioners, Sandra and Annette have had a fair amount of absentee and he needs people to be there and be active with the upcoming projects. Out of 38 meetings Annette missed 12,

that is a big number to him, you cannot miss so many. He had discussions with her and she is unable to make a firm commitment on attendance. There will also need to be a replacement for Jim Petronovich on the Plan Commission, his recommendation would be for Lisa Mellone if she would consider that.

Trustee Petronovich stated he agrees with him but asked wouldn't John have a conflict of interest because of all the places he has worked at. Mr. Siepmann stated he would not be concerned about that.

Trustee Arenz asked if he thinks that President Riley should be involved in interviewing these new applicants starting now. President Riley stated we have recommendations and could act tonight. Trustee Lee responded that hearing the recommendations of the current Chairperson, they can feel better informed in making their decisions.

Discussion and action on appointments to the following:

- a. Plan Commission: 3 *three year (regular)*, 1 *three year (alternate)*

MOTION: (Lee, Phillips) *to appoint Paul Schmitter as a regular member of the Plan Commission for a 3-year term.* Carried. (Petronovich abstained)

MOTION: (Lee, Arenz) *to appoint John Konopacki as a regular member of the Plan Commission for a 3-year term.* Carried. (Petronovich abstained)

MOTION: (Lee, Phillips) *to appoint Sandra Murray as a regular member of the Plan Commission for a 3-year term.* Failed. (Arenz opposed, Riley opposed, Petronovich abstained).

MOTION: (Arenz, Phillips) *to appoint Sandra Murray as an alternate member of the Plan Commission for a 3-year term.* Carried.

MOTION: (Phillips, Arenz) *to appoint Gloria Lehrer as a regular member of the Plan Commission for a 3-year term.* Carried (Lee opposed, Petronovich abstained).

- b. Zoning Board of Appeals: 2 *three year (regular)*, 2 *three year (alternate)*

MOTION: (Phillips, Petronovich) *to appoint Dan Gibbs as a regular member of the Zoning Board of Appeals for a 3-year term.* Carried.

MOTION: (Phillips, Petronovich) *to appoint William Krill as a regular member of the Zoning Board of Appeals for a 3-year term.* Carried.

- c. Police Commission: 1 *five year (regular)*

MOTION: (Petronovich, Arenz) *to appoint Iris Ziolkowski as a regular member of the Police Commission for a 5-year term.* Carried.

- d. Residence Board: 1 *five year (regular)*

MOTION: (Phillips, Lee) *to appoint Susan Tews as a regular member of the Residence Board for a 5-year term.*

- e. Board of Review: 1 *one year (regular)*, 2 *two year (alternate)*

No appointments made.

f. WLFD Fire Board: *1 three year*

MOTION: (Petronovich, Lee) to appoint Dan DeBehnke as a member of the WLFD Board for a 3-year term. Carried.

Discussion and action on borrowing options for 2026 Capital Improvement Projects

Direction was provided to move forward with a borrowing from the State Trust Fund Loan.

Discussion and action on a Proclamation for the 57th Annual Professional Municipal Clerks Week May 3 – 9, 2026

MOTION: (Arenz,) *to approve the Proclamation declaring May 3 – 9, 2026 as Professional Municipal Clerks Week as presented in the Proclamation.* Carried.

Discussion and action to set items for May 14, 2026 regular Village Board meeting

Lyte Fiber discussion, information regarding event barns and schedule discussion in June, Board of Review appointments. 5:45 SUD2 and 6:00 Village Board to do Police Department promotions in the beginning.

MOTION: (Phillips, Lee) *to go into Executive Session, pursuant to Sections 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – New Police Chief Employment Agreement*

ROLL CALL VOTE: Petronovich – aye, Lee – aye, Phillips – aye, Arenz – aye, Riley – aye. Carried.

Discussion and action on Employment Agreement for new Police Chief

MOTION: (Phillips, Arenz) *to direct Village staff and Police Chief Hartert to review, check confirm details of employment agreement for incoming Chief Wraalstad.*

AMENDED MOTION: (Phillips, Arenz) *to include the Village President.* Carried.

ADJOURN VILLAGE BOARD MEETING

MOTION: (Arenz, Lee) *to adjourn at 8:30 p.m.* Carried.

Respectfully Submitted,

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

Next Regular Meeting: May 14, 2026