

**VILLAGE OF GERMANTOWN  
N112 W17001 MEQUON ROAD  
GERMANTOWN, WI 53022**

MEETING: **PUBLIC SAFETY COMMITTEE**

DATE AND TIME: **MONDAY, JUNE 5, 2017**      **5:30 p.m.**

LOCATION: **VILLAGE HALL BOARD ROOM  
N112 W17001 MEQUON ROAD**

- I. **CALL TO ORDER:** This meeting has been given public notice in accordance with Wisconsin Statutes, Section 19.83 and 19.84 in such form that will apprise the general public and news media of subject matter that is intended for discussion and action.
- II. **ROLL CALL:**
- II. **PUBLIC COMMENT:** *Please be advised per State Statute Section 19.84(2), information will be received from the public. It is the policy of this municipality that there be a three-minute time period, per person, with time extensions per the Chief Presiding Officer's discretion; be further advised that there may be limited discussion on the information received. However, NO ACTION will be taken under public comments.*
- IV. **APPROVAL OF MINUTES:**      May 1, 2017 Regular Meeting
- V. **REPORTS:**
  - A. Police Department
    1. Monthly
    2. Annual
  - B. Fire Department
    1. Monthly
  - C. Overtime Reports
    1. Police Department
    2. Fire Department
  - D. Policy Updates
    1. Police Department: None
    2. Fire Department: None
- VI. **UNFINISHED BUSINESS:**
  - A. Parking on Williams Drive
- VII. **NEW BUSINESS:**
  - A. Review Burning Regulations Ordinance Regarding Burning/Fire Pits in High Density Living Areas – May 1, 2017 Meeting
  - B. Replacement and Upgrade of Dispatch Radio Consoles – Police Dept.
  - C. Request to Purchase Firehose and Ladder Testing – Fire Dept.

VII. **NEW BUSINESS continued:**

- D. Animal Fancier's License January 1 – December 31, 2017  
Julie Petersen, W204 N11367 Hilltop Drive, Germantown WI 53022

***All license approvals to be conditional upon completion of all documentation, compliance of all code violations/requirements and monies owed to the village paid prior to issuance of licenses in addition to any other conditions noted.***

- E. **RENEWAL** of a "Class A" Fermented Malt Beverage and Intoxicating Liquor License for the period commencing July 1, 2017 and ending June 30, 2018:  
Aldi Inc., Michelle Kind, Agent, 5230 State Road 167, Hubertus WI 53033, d/b/a **Aldi #67**, N96 W18838 County Line Road, Germantown, WI, 53022.  
Walgreen Co., Vickie Matt, Agent, 1411 Deer Trail Court, Hubertus, WI 53033, d/b/a **Walgreens #05427**, W156 N11261 Pilgrim Road, Germantown, WI 53022.  
Sendik's Germantown LLC, Theodore Balistreri, Agent, 5566 N. Diversey Blvd., Whitefish Bay, WI 53217, d/b/a **Sendik's Food Market**, N112 W15800 Mequon Road, Germantown, WI 53022.  
B&B Inc of Milwaukee, Asif Vadsaria, Agent, W151 N11492 Potomac Cir, Germantown, WI 53022, dba **Quick Pick Food Mart**, N128 W21760 Holy Hill Rd., Richfield WI 53076.'
- F. **RENEWAL** of a "Class B" Fermented Malt Beverage and Intoxicating Liquor License for the period commencing July 1, 2017 and ending June 30, 2018:  
KJ's Bar & Grill, Gerald Louis Wagner, Agent, N112 W21209 Mequon Rd., Germantown WI 53022, d/b/a **KJ's Bar & Grill**, N112 W21209 Mequon Rd., Germantown WI 53022

VIII. **NEXT MEETING:** Set June 2017 Meeting Date and Time

IX. **ADJOURNMENT:**

***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 please contact the Village Clerk at (262)250-4740 at least 2 days prior to the meeting.

***NOTICE*** is given that a majority of the Village Board may attend this meeting to gather information about an agenda item over which they have decision making responsibility. This may constitute a meeting of the Village Board per State ex rel. Badke v. Greendale Village Board, even though the Village Board will not take formal action at this meeting.

**MEETING MINUTES**  
**PUBLIC SAFETY COMMITTEE MEETING**  
**MAY 1, 2017**  
**GERMANTOWN VILLAGE HALL BOARD ROOM**

CALL: The meeting was called to order at 5:30 p.m. by Chairman Hughes.

ROLL CALL: Chairman Hughes and Trustee Campbell. Trustees Myers and Warren were absent and excused. Chairman Hughes appointed Trustee Zabel to sit in so there would be a quorum present. Also present were Police Chief Hoell, Fire Chief Weiss, Deputy Fire Chief Delain, Village President Wolter, Village Attorney Sajdak, Community Development Director Retzlaff, Public Works Director Ratayczak, Engineer Laning.

PUBLIC COMMENT: Dan Ryan, N115 W16737 Bishop Dr., Germantown was present and requested that the Public Safety Committee review the burning regulations ordinance regarding burning/fire pits in high density living areas. Ryan stated that he resides in Lake Park and the smoke from fire pits causes health concerns, and he would like to see changes to the ordinance regarding allowing this type of burning in high density living areas. Hughes advised this item would be placed on the June Public Safety agenda under New Business.

APPROVAL OF MINUTES: a motion was made by Campbell, seconded by Hughes, to approve the minutes of the April 3, 2017 Public Safety Committee Meeting. Motion carried with two votes. Zabel abstained from the vote.

POLICE DEPARTMENT MONTHLY REPORT: Chief Hoell reported on the following:

- Accident on I41 which resulted in lane closures, department will be looking at detour options due to the closures on 175 and 145 from construction projects
- This Friday, May 5<sup>th</sup>, is the NAC Night benefit at Crossway Church from 5:30 p.m. – 8:30 p.m.
- Department activity numbers are within normal limits
- Traffic grants have been approved and are being set up
- Department is looking into body cameras for officers and may bring forward in 2018

FIRE DEPARTMENT MONTHLY REPORT: Weiss reported on the following:

- New report format started, it has been changed from informational to a statistical report
- Department answered 161 calls in March
- Accident on I41, Flight for Life was called and both northbound/southbound lanes of I41 had to be shut down for helicopter landing
- Delain will be receiving certification for the deputy chief position
- May 20<sup>th</sup> will be hosting Introduction to Fire Investigation training
- Germantown will be hosting Leadership & Customer Service Symposium August 12–13, 2017

OVERTIME REPORTS:

Police Department – Hoell advised that overtime is tracking normally and he updated the committee on the current hiring process for officers stating there are four candidates having backgrounds done.

Fire Department – Weiss stated that overtime is tracking normally and he has nothing new to report.

POLICY UPDATES:

Police Department – 15.02 Blood Borne Pathogens

Hoell advised the department had reviewed the policy on blood borne pathogens and updated it.

Fire Department – none.

PARKING ON WILLIAMS DRIVE: a motion was made by Zabel, seconded by Campbell, to postpone this item until the June 5<sup>th</sup> Public Safety Meeting. Motion carried unanimously.

TRAFFIC RELATED INCIDENTS ON COUNTRY AIRE DRIVE BETWEEN MEQUON ROAD AND FOND DU LAC AVENUE: John Laning, Village Engineer, was present and advised that the Engineering Department did conduct a sight distance study on Country Aire Drive between Mequon Rd. and Fond du Lac Ave. He stated the stopping sight distance along that stretch of roadway was significantly more than the recommended length. He added that with the police department's study regarding no accident history along that same stretch, it would be their recommendation that based on the criteria requested for this study, posting this section of Country Aire Drive as "No Trucking" is not warranted.

Discussion followed with Zabel questioning whether the structured design of the pavement was able to handle truck traffic, Laning responded that the roadway was not evaluated for structural impact, but that it could be done if the committee needed that information. Zabel noted that there was concern that the truck traffic may be causing premature deterioration of the roadway and Laning responded that there were studies that could be done to determine the structure strength of the roadway and the costs for conducting this study could amount to around \$1000.

Director Ratayczak advised that Country Aire Drive and Mequon Road will be having traffic lights installed in the future, noting that the lights would be installed at no cost to the Village and would likely result in a higher flow of traffic through the area with vehicles using the lights for convenience.

A motion was made by Campbell, seconded by Zabel, to direct legal to write up the information regarding making the section of roadway on Country Aire Drive between Fond du Lac Avenue and Mequon Road a "No Trucking" area, and forward to the Village Board. Motion carried unanimously.

CONSIDERATION OF POSSIBLE CHANGES TO GERMANTOWN MUNICIPAL CODE SECTION 17.47(6) RELATING TO NOISE NUISANCES OR ADOPTION OF ADDITIONAL REGULATIONS TO ADDRESS EXCESSIVE NOISE PRODUCTION WITHIN THE VILLAGE:

Attorney Sajdak advised that the current noise ordinances were being looked at now due to discussions on the possible changes for extension of hours for licensed premises. He stated that staff had been directed by the committee to review the ordinances and discuss possible changes to improve on the existing wording. Sajdak noted that he met with Director Retzlaff, Chief Hoell, and Administrator Schornack and they had discussed possible changes to improve the current code, but there were additional updates to be made. He distributed copies of the proposed changes in Chapter 9 for review and said that while the proposed changes were supported, he wanted to make sure to maintain the flexibility of the current code. Changes made primarily centered around the following:

- Making the code internally consistent (corrected tenses), clarified and modernized
- 1<sup>st</sup> page of document in section 2 (Types of Loud and Unnecessary Noises) under (b) "phonographs" was eliminated and "televisions" added, language rewrote

- Language kept in regarding noise disturbance across residential real property boundary (i)
- Added code section on noise disturbances in public at 50'(ii)
- Added provision which allows better enforcement in multi-family residential units (iii)
- Next paragraph (c) removed language pertaining to radio, musical instrument, etc. which is effectively covered in (b)
- Exhaust section (d) existing code provision
- (e) combined existing section on Construction Activities with what was paragraph (g) Operation of Certain Equipment
- Retained provisions regarding Public Works Director, added wording to allow for special provisions and projects
- Added new section (g) Animals and Birds
- Retained and/or added to section (h) Explosives, firearms and similar devices
- Emergency signaling devices covered under next section
- Final page of document, Permit Required, details the process of one possible option.

Director Retzlaff distributed two memorandums and draft ordinances regarding Zoning Code Performance Standards, Section 17.47(6) Noise, and Entertainment License, (Proposed Code Section 12.07b). He advised that after the discussions regarding the noise ordinance, they concluded that there would need to be adjustments to the noise provisions in the zoning code, specifically the performance standards in section 17.47. Retzlaff stated that he put together a series of amendments to 17.47 to address that issue and that the principal reason for the suggested changes are to apply sound level limits in the manufacturing districts. Retzlaff then discussed the proposed changes for Chapter 17 in the blue memorandum:

- Section 1 clarifies that those performance standards in 17.47 apply to non-residential zoning districts in the Village.
- Section 2 clarifies that those noise standards that follow are intended to be applicable to just the industrial districts; it resolves to replace the existing sound level limits in the current ordinance with a new table that appears on page 1 of 3 in the memo titled "Sound Level Limits." Also added was a provision that addresses sound level limits relative to the ambient sound level, and includes a reference to other noise provisions in Chapter 9 and Chapter 10.

Retzlaff indicated that the proposed changes would make a proper connection with the generalized noise regulations. There was discussion regarding noise complaints, decibel levels, permits vs. conditional use permits. Zabel stated he would like to see a time change from 6:00 a.m. to 7:00 a.m. in the noise ordinance, as 6:00 a.m. still generates complaints.

Retzlaff then went on to discuss the second memorandum (green copy), Entertainment License (Proposed Code Section 12.07b) which proposes an amendment to Section 12.07 requiring businesses that provide live or recorded music for the entertainment of their customers to obtain an annual entertainment license issued by the Clerk's Office. Businesses which have music coming from a jukebox or standard radio would be exempt. If violations occur within the 12 month license period, the business could be brought before the Public Safety Committee for consideration of suspension/revocation of their entertainment license. Provisions for an appeal process are included in the draft ordinance. He acknowledged that this ordinance would create another set of regulations but it does create a better incentive and way to enforce the sound regulations.

A motion was made by Campbell, seconded by Zabel, to forward the proposed changes to Chapter 17 to the Planning Commission for their review and consideration, and that the additional proposed

changes outside of the zoning code be brought forth to the Village Board on the same night that the public hearing on the Chapter 17 changes. Motion carried unanimously.

NEW BUSINESS: Hughes noted that all license approvals are to be conditional upon completion of all documentation, compliance of all code violations/requirements and monies owed to the village paid prior to issuance of license in addition to any other conditions noted.

NEW CLASS A INTOXICATING LIQUOR LICENSE FOR QUICK PICK FOOD MART N128 W21760 HOLY HILL RD. RICHFIELD, WI. AGENT ASIF VADSARIA: a motion was made by Zabel, seconded by Campbell, to forward this application to Village Board with a recommendation of approval. Motion carried unanimously.

RENEWALS CLASS B FERMENTED MALT BEVERAGE AND INTOXICATING LIQUOR LICENSES: a motion was made by Zabel, seconded by Campbell, to forward the below listed applications for Class B Fermented Malt Beverage and Intoxicating Liquor Licenses to Village Board with a positive recommendation. Hoell and Weiss advised they had no objections to the license applications.

1. ALDO'S PIZZA & PUB LLC d/b/a Aldo's Pizza & Pub W156 N11058 Pilgrim Road, Dwayne Ketterer Agent. Includes outside dining area of approximately 30' in front of building to be open until 10PM; an outside extension into parking lot for Classic Car Cruise Night on Tuesdays from 5PM – 9PM 07/01/17 to 09/30/17 and 05/15/18 – 06/30/18.
2. BARLEY POP BREW HAUS LLC d/b/a Barley Pop Pub & Restaurant N116 W16137 Main Street, Deborah Reinbold Agent. Includes Brew Haus & fenced outside extension on north side of building to be open until 10PM, and outside extension July 4<sup>th</sup> from east end of building to west end, to sidewalk, during July 4<sup>th</sup> parade beginning at 11AM
3. BSC LLC d/b/a Big Sky Country Bar & Grill, W204 N11498 Goldendale Rd., Eric Schroeder Agent, includes 8'x55' outside patio on side open until 10PM.
4. BLACKSTONE CREEK GOLF CLUB LTD d/b/a Blackstone Creek Golf Club, N112 W17300 Mequon Rd., Troy Schmidt Agent. Includes golf course property of 187 acres.
5. BUBS ON MAIN LLC d/b/a Bubs Irish Pub, N116 W16218 Main St., Scott Pecor Agent.
6. BLAZIN WINGS INC d/b/a Buffalo Wild Wings, N96 W17990 County Line Rd., Jillian Cabanatuan Agent. Includes attached patio with hours restricted between 10PM – 8AM.
7. MAPLE ROAD LLC d/b/a Buzdum's Pub & Grill, W188 N10515 Maple Rd., Radomir Buzdum Agent. Includes outdoor patio area.
8. ERJ DINING III LLC d/b/a Chili's Grill & Bar, N96 W18640 County Line Rd., Paul Thompson Agent.
9. EASTERN KETTLE MORaine MOOSE LODGE #1238 d/b/a EKM Moose Lodge #1238, W198 N10217 Appleton Ave., Dan Frailing Agent. Includes outside pavilion 22'x20', & open area for Lodge picnics including buildings to be open until 10PM, 480'x525' grounds area.
10. FLORIAN PARK INC d/b/a Florian Park Conference & Event Center, N111 W18611 Mequon Rd., Ryan Rahl Agent. Includes outside premise Willow Path, Willow Gardens, Willow Point on south end of Willow Pond to be open until 10PM & outdoor designated smoking area to north of property.
11. JK GAM LLC d/b/a Gamroth's Kuhburg Junction, W140 N10385 Fond du Lac Ave., Jon Gamroth Agent.
12. GERMANTOWN AMERICAN LEGION POST #1 Inc. d/b/a Germantown American Legion Post #1, N120 W15932 Freistadt Rd., James Heimann Agent.

13. NORTHRIDGE AUTOMOTIVE ENTERPRISES INC d/b/a Ivey's at Main, W157 N11618 Fond du Lac Ave., David Iverson Agent. Includes outside patio in front of building until 10PM.
14. LA CHIMENEA LLC d/b/a La Chimenea, N112 W15251 Mequon Rd., Ricardo Jimenez Agent. Includes 1100 sq. ft. outside patio open until 10PM.
15. LONE STAR LLC d/b/a Lone Star, W204 N11912 Goldendale Rd., Karen Pritzlaff Agent. Includes horseshoe courts, path, outside fenced area to be open until 10PM, & outside front porch area.
16. METRO CIGARS LLC d/b/a Metro Cigars LLC, W182 N9606 Appleton Ave. #104, Jennifer Groh Agent.
17. OLD TOWN WI LLC d/b/a Old Town Beer Hall, N116 W15841 Main St., Charles Hastings Agent. Includes outdoor deck open until 10PM.
18. G-TOWN PUB LLC d/b/a The Public House, W207 N10466 Appleton Ave., Craig Braidigan Agent.
19. ROBIN L. BIRD LLC d/b/a Sports Corner Bar & Grill, W187 N12793 Fond du Lac Ave., Robin Bird Agent. Includes outside volleyball courts & smoking room to be open until 10PM.
20. CHRISTINE A BROCKMAN d/b/a Tiny T's, W157 N11638 Fond du Lac Ave., includes fenced outside premise on July 4<sup>th</sup>.
21. WI BIER STUBE LLC, d/b/a Von Rothenburg Bier Stube, Charles Hastings Agent. Includes outside fenced beer garden extended to parking lot open until 10PM.

CLASS B FERMENTED MALT BEVERAGE AND CLASS C WINE LICENSES: a motion was made by Zabel, seconded by Campbell, to forward the below listed applications for Class B Fermented Malt Beverage and Class C Wine Licenses to Village Board with a positive recommendation. Hoell and Weiss advised they had no objections to the license applications.

1. ZHENGREN ZHENG, d/b/a China Kitchen N112 W16560 Mequon Rd.
2. HUNG HAO LLC, d/b/a Hung Hao Restaurant N112 W15800 Mequon Rd. Hung D. Lu Agent.

CLASS B FERMENTED MALT BEVERAGE LICENSES: a motion was made by Zabel, seconded by Campbell, to forward the below listed application for Class B Fermented Malt Beverage License to Village Board with a positive recommendation. Hoell and Weiss advised they had no objections to the license application.

1. MARKO'S PIZZA OF GERMANTOWN INC d/b/a Marko's Pizza, w156 N9664 Pilgrim Rd., Mark Caldwell Agent.

CLASS B (WINE ONLY) WINERY LICENSE: a motion was made by Zabel, seconded by Campbell, to forward the below listed application for Class B (Wine Only) Winery License to Village Board with a positive recommendation. Hoell and Weiss advised they had no objections to the license application.

1. APPLE WORKS WINERY LLC, d/b/a/ Apple Works Winery/Behnke Estates, W179 N12536 Fond du Lac Ave., Kevin Behnke Agent. Includes outside premise extension with outdoor patio area and tent.

CLASS A FERMENTED MALT BEVERAGE AND INTOXICATING LIQUOR LICENSES: a motion was made by Zabel, seconded by Campbell, to forward the below listed applications for Class A Fermented Malt Beverage and Intoxicating Liquor Licenses to Village Board with a positive recommendation. Hoell and Weiss advised they had no objections to the license applications.

1. COST PLUS INC. d/b/a Cost Plus World Market, N96 W18970 County Line Road, Michelle Pawkekienicz Agent
2. COLGATE GAS INC. d/b/a County Line BP, N96 W21962 County Line Rd., Didar Singh Agent
3. KWIK TRIP INC. d/b/a Kwik Trip #631, W188 N10963 Maple Rd., Bethany Ohde Agent
4. ULTRA MART FOODS LLC d/b/a Pick n Save #6357, N112 W16200 Mequon Rd., Patricia Chastain Agent
5. SPEEDWAY LLC d/b/a Speedway #4465, W178 N9653 Riversbend Lane, Richard Eastham Agent.
6. SPEEDWAY LLC d/b/a Speedway #4495, W164 N11233 Squire Dr., Kimberly McCambridge Agent.
7. WALMART STORES EAST LP, d/b/a Walmart #1515, W190 N9855 Appleton Ave., Shante Travis Agent.
8. NSM ENTERPRISES LLC, d/b/a Willow Creek BP, W201 N10451 Appleton Ave., Naseem Abbas Agent.

DISCUSSION/ACTION ON "THE COMPLIANCE ENGINE PROGRAM" – FIRE DEPT.:

Weiss advised the Fire Department would like to contract with Brycer Compliance Engine to track inspection of occupancies with fire protection systems. He stated the program would not cost the Village since the fees are paid by a third party contractor, but would require a Memorandum of Understanding signed by the Village President in order to move forward.

A motion was made by Zabel, seconded by Campbell, to forward this item to Village Board with a recommendation of approval for the Fire Department to contract with Brycer LLC for The Compliance Engine Program which is a web-based service that involves third party inspection reporting. Motion carried unanimously.

REQUEST TO PURCHASE LEXIPOL SUBSCRIPTION FOR POLICY MANAGEMENT – FIRE

DEPT.: Delain stated that the fire department would like to subscribe with Lexipol for policy management which assists with keeping policies and procedures up to date with current laws. He advised Lexipol will adjust policies to meet the standards of your state and they provide training on the implemented policies. The subscription would cost \$3836 annually and would be paid out of their operating budget training account per Weiss who advised there were extra funds in that account due to a training session he and Delain did not get to attend. Sajdak noted that if approved, he would be revising the terms of the service plan agreement to fit the department's needs.

A motion was made by Zabel, seconded by Campbell, to forward this purchase request to Village Board with a recommendation of approval for the purchase of Lexipol subscription for policy management for \$3,836 annually. Motion carried unanimously.

DISCUSSION/ACTION ON CHANGING THE NAME OF THE FIRE PREVENTION SECTION TO THE COMMUNITY RISK REDUCTION DIVISION – FIRE DEPT.:

a motion was made by Zabel, seconded by Campbell, to approve the request from the fire department to change the name of the Fire Prevention Section to the Community Risk Reduction Division. Motion carried unanimously.

PURCHASE OF BALLISTIC HELMETS – POLICE DEPT.: Hoell advised that the department was requesting to purchase 21 ballistic helmets through Advantage Police Supply for a cost of \$323.00 per helmet, total purchase of \$6,783.00 using funds from account 10-521-570-8100.

A motion was made by Zabel, seconded by Campbell, to forward this purchase request to Village Board with a recommendation of approval for the purchase of 21 ballistic helmets from Advantage Police Supply for a total cost \$6,783. Motion carried unanimously.

PURCHASE OF NEW POLICE K9 – POLICE DEPT.: Hoell stated the current K9 Rambo is scheduled to retire later this year and the department is requesting to purchase a new K9 from Steinig Tal Kennel for \$13,000 which is a discounted price since the police department is a repeat customer. He added all funds will be taken from the K9 account which is made up of donations.

A motion was made by Zabel, seconded by Campbell, to forward this purchase request to Village Board with a recommendation of approval, for the purchase of a new K9 from Steinig Tal Kennel for \$13,000 with funds from the K9 account of donated money. Motion carried unanimously.

NEXT MEETING: Monday, June 5, 2017 5:30 p.m. at the Village Hall Boardroom.

ADJOURNMENT: There being no further business, the meeting was adjourned at 7:05 p.m.

Recorded by,

Julie L. Barth  
Secretary

## Overtime Report for Police &amp; Fire Departments

2016 Year to date through:

21-May-17

|                                |                     | 2017                |                       |                      |                | 2016                                                |                      |                                 |                        |
|--------------------------------|---------------------|---------------------|-----------------------|----------------------|----------------|-----------------------------------------------------|----------------------|---------------------------------|------------------------|
| Empl #                         | Employee Name       | Total OT Hours Paid | Total Cost of OT Paid | Total OT Hrs to Comp | Time off Hours | Total OT Hours Paid                                 | Total OT Hrs to Comp | ANNUAL Total of OT hours worked | ANNUAL Total OT to Pay |
| Police Dept                    |                     |                     |                       |                      |                |                                                     |                      |                                 |                        |
| 90                             | Ball, Brian         | 0.00                | 0.00                  | 28.00                | 42.00          | 8.00                                                | 88.50                | 96.50                           | 459.48                 |
| 92                             | Bloch, Ryan         | 49.00               | 2,606.31              | 6.50                 | 9.75           | 158.25                                              | 48.00                | 206.25                          | 8,172.82               |
| 141                            | Borden, Ray         | 0.00                | 0.00                  | 27.00                | 40.50          | 74.50                                               | 96.00                | 170.50                          | 3,954.83               |
| 115                            | Case, Robert        | 85.25               | 4,534.45              | 15.00                | 22.50          | 237.50                                              | 6.75                 | 244.25                          | 12,265.69              |
| 107                            | Heaney, Troy        | 54.75               | 2,141.82              | 3.50                 | 5.25           | 0.00                                                | 0.00                 | 0.00                            | 0.00                   |
| 153                            | Jones, Matthew      | 93.75               | 3,667.50              | 12.50                | 18.75          | 0.00                                                | 0.00                 | 0.00                            | 0.00                   |
| 101                            | Jones, Shawn        | 21.00               | 1,116.99              | 0.00                 | 0.00           | 90.50                                               | 0.00                 | 90.50                           | 4,673.87               |
| 88                             | Laux, Kevin         | 16.50               | 877.64                | 26.00                | 39.00          | 58.50                                               | 55.88                | 114.38                          | 3,021.23               |
| 142                            | Marten, Shawn       | 0.00                | 0.00                  | 44.25                | 66.38          | 164.00                                              | 55.88                | 219.88                          | 8,469.78               |
| 102                            | Mikulec, Dan        | 2.50                | 121.80                | 49.75                | 74.63          | 84.00                                               | 118.50               | 202.50                          | 3,972.78               |
| 86                             | Moschea, Daniel     | 7.50                | 398.93                | 0.00                 | 0.00           | 4.50                                                | 156.00               | 160.50                          | 232.40                 |
| 138                            | Olson, Toni         | 53.75               | 2,936.36              | 19.25                | 28.88          | 154.50                                              | 104.25               | 258.75                          | 8,201.63               |
| 137                            | Pesch, Justin       | 50.50               | 1,975.56              | 14.00                | 21.00          | 240.25                                              | 14.25                | 254.50                          | 9,124.70               |
| 133                            | Pierce, Catherin    | 0.75                | 29.34                 | 33.50                | 50.25          | 31.50                                               | 161.63               | 193.13                          | 1,196.37               |
| 96                             | Pierzchalski, David | 6.00                | 319.14                | 71.50                | 107.25         | 323.75                                              | 45.00                | 368.75                          | 16,720.07              |
| 98                             | Rechlicz, Justin    | 37.00               | 1,968.03              | 35.75                | 53.63          | 53.00                                               | 180.00               | 233.00                          | 2,737.19               |
| 121                            | Schubert, Matthew   | 0.00                | 0.00                  | 15.25                | 22.88          | 90.00                                               | 9.75                 | 99.75                           | 4,648.05               |
| 89                             | Schulz, Zachary     | 69.00               | 2,699.28              | 3.25                 | 4.88           | 47.75                                               | 41.25                | 89.00                           | 0.00                   |
| 97                             | Spreiter, Jared     | 142.25              | 5,564.82              | 8.00                 | 12.00          | 129.25                                              | 46.50                | 175.75                          | 0.00                   |
| 128                            | Stieve, Jeffrey     | 0.00                | 0.00                  | 5.75                 | 8.63           | 88.42                                               | 96.75                | 185.17                          | 4,566.28               |
| 99                             | von Bereghy, Darren | 52.50               | 2,557.80              | 41.50                | 62.25          | 186.50                                              | 92.25                | 278.75                          | 8,820.52               |
| Total Police                   |                     |                     | 33,515.76             |                      |                |                                                     |                      | *                               | 101,237.69             |
| Annual Budget                  |                     |                     | 95,000.00             |                      |                |                                                     |                      |                                 | 95,000.00              |
| State Aid Reimbursement        |                     |                     | 845.46                | 05.30.2017           |                | Total year end actual = \$1: \$ 168,155.29          |                      |                                 |                        |
| Hunting/Concealed Carry Permit |                     |                     | 0.00                  | 05.30.2017           |                | * (difference from report due to personnel changes) |                      |                                 |                        |
|                                |                     |                     |                       |                      |                | 2016 State Aid Reimb \$11,802.75                    |                      |                                 |                        |
|                                |                     |                     |                       |                      |                | 2016 'Hunting/Concealed Carry Permit 0.00           |                      |                                 |                        |

Note: Overtime hours to comp are reflected in regular wages

## Fire Dept - Full Time

|                             |                    |             |            |             |              |             |            |             |              |
|-----------------------------|--------------------|-------------|------------|-------------|--------------|-------------|------------|-------------|--------------|
| *                           | 563 Rossman, Craig | 20.75       | 696.58     | 11.50       | 17.25        | 226.50      | 7,379.37   | 0.00        | 0.00         |
| *                           | 593 Smith, Steve   | 7.25        | 243.38     | 5.50        | 8.25         | 345.00      | 11,240.10  | 43.25       | 64.88        |
|                             |                    |             |            |             |              | 112.75      | 3,673.40   | 7.50        | 11.25        |
| Fire Dept Regular Part-time |                    |             |            |             |              |             |            |             |              |
|                             |                    | over 60     |            |             |              | over 60     |            |             |              |
|                             |                    | Hrs over 60 | @ Reg Rate | Over 80 hrs | True OT cost | Hrs over 60 | @ Reg Rate | Over 80 hrs | True OT Cost |
| **                          | 625 Goetz, Steve   | 0.00        | 0.00       | 11.38       | 301.17       | 34.5        | 608.58     | 48.75       | 1,289.93     |
| **                          | 617 Hass, Thomas   | 0.00        | 0.00       | 0.00        | 0.00         | 89          | 1,569.96   | 76.75       | 2,030.82     |
| **                          | 605 Rodriguez      | 33.00       | 582.12     | 104.43      | 2,763.25     | 1173.25     | 19,663.67  | 807.60      | 20,303.17    |
| **                          | 653 Asmondy        | 26.75       | 471.87     | 114.18      | 2,434.94     | 1199        | 20,095.24  | 982.98      | 24,154.90    |
|                             |                    |             |            |             | 5,499.36     |             |            |             | 60,323.16    |

## Effective July 24, 2013 - POC's over 53 hours/week

|     |                                                                                                         |                       |            |           |
|-----|---------------------------------------------------------------------------------------------------------|-----------------------|------------|-----------|
|     |                                                                                                         | Hrs over 53 2017 Cost | 2016 Hours | 2016 Cost |
| *** | 629 McCullough, Jim                                                                                     |                       |            |           |
| *** | 639 Rammel, Brian                                                                                       |                       |            |           |
| *** | 650 Harris, Tim                                                                                         |                       |            |           |
| *** | 653 Asmondy, Robert                                                                                     |                       |            |           |
| *** | 658 Silvis, Pete                                                                                        |                       |            |           |
| *** | 660 Schodron, Kevin                                                                                     |                       |            |           |
| *** | 673 Neu, Jeremy                                                                                         |                       |            |           |
|     | total POC overtime                                                                                      | 0.00                  | 0.00       | 0.00      |
| *   | Full time, hours are over and above the 20 normal overtime hours reflected in their base wages          |                       |            |           |
| **  | Part time hours worked over and above 60 normal hours in two weeks. Some of which are paid at 1.5 times |                       |            |           |

True OT Cost thru:  
21-May-17 20,839.23Last year's true OT Cost  
129,824.98

Budget - included within general wages

Total Fire Dept - OT wages paid through 12.31.16 103,222.05  
Total Fire Dept - OT wages paid through 12.31.15 129,824.98

## **5.15 - BURNING REGULATED .**

### **(1) PERMIT REQUIRED.**

- (a) Except as provided for in subsection (b), no person shall kindle or allowed to be kindled any open fire in the Village without first obtaining a burning permit from the Village Fire Department. Permits can be obtained from the Fire Department in any manner established by Department Policy. The Fire Chief or its designee reserves the right, after inspection, to deny any requested permit if in the judgment of the Chief or designee, hazardous conditions exist. Such permits shall be posted on the premises of the burning site at all times when such burning is taking place. Any permit issued hereunder shall be for a period not to exceed one-month in duration.
- (b) No burning permit shall be required for the following:
  - 1. Cooking and recreational fires in barbecue pits, grills and outdoor fireplaces, except that such fires must otherwise with the locational and safety requirements of the NFPA 1.
  - 2. Indoor domestic and commercial incinerators.
  - 3. Fires authorized by the Fire Chief which are set for the practice and instruction of firefighters.
- (c) Recreational Fire Defined . When used in this section, "recreational fire" shall mean an outdoor fire used for pleasure, religious, ceremonial, cooking, warmth or similar purposes that is contained in an outdoor fireplace or pit which has a maximum width of 3 feet in diameter and a maximum height of 2 feet and which burns materials other than yard waste, rubbish or debris.

### **(2) All outdoor burning shall comply with NFPA 1.**

### **(3) RESTRICTIONS AND LIMITATIONS.**

- (a) Notwithstanding anything herein to the contrary, no burning shall be allowed:
  - 1. When the wind velocity exceeds 12 miles per hour as indicated by the National Weather Service.
  - 2. During periods when the Village President, Village Fire Chief or their Designee, or the Department of Natural Resources has issued a burning ban.
  - 3. Before 8:00 a.m. and after 8:00 p.m., except for cooking and recreational fires. All open burning shall be extinguished by 8:00 p.m.
- (b) All open fires shall be constantly attended by a competent person equipped with either a garden hose or a fire extinguisher available and ready for use.
- (c) Approved burning shall take place 30 feet or more from any structure, flammable liquid or other materials that constitute a potential fire hazard or any location approved in writing by the Fire Chief.
- (d) There shall be no open burning of yard wastes in accumulations greater than 5 feet in diameter nor 2½ feet in height.

### **(4) PROHIBITED BURNING.** No person should burn, or attempt to burn, the following:

- (a) Garbage.
- (b) Materials emitting toxic fumes or substances, noxious odors or creating health hazards.
- (c) Flammable liquids or other materials which may create a fire hazard.
- (d) Building materials, waste materials and rubbish resulting from building construction, demolition, or site clearings.

**BUSINESS OF THE PUBLIC SAFETY COMMITTEE  
GERMANTOWN, WI**

MEETING DATE: June 5, 2017

AGENDA ITEM: New Business

ITEM TITLE: Replacement and Upgrade of Dispatch Radio Consoles

SUBMITTED BY: Communications Supervisor Lynn Schmidt

SUMMARY EXPLANATION:

There is an approved budget amount of \$190,000.00 for the replacement of three existing radio consoles in the dispatch center. I am requesting to spend \$109,707.00 to replace and upgrade the three existing radio consoles in the next phase of this project. Monies for this replacement was included in the \$190,000.00 budget request, of which there is currently \$182,479.00 remaining.

ATTACHMENT: ORDINANCE\_\_\_\_\_ RESOLUTION\_\_\_\_\_ OTHER\_X\_\_\_\_

Attached please find copies of all quotes.

RECOMMENDATION:

I recommend that we purchase all quoted items from Harris Corporation with installation by General Communications as included in the attached quote of \$109,707.00. Harris is the managing vendor for the county wide radio system.

## Pricing Summary - Germantown Consoles

### Consoles

|                                                   |       |             |                     |
|---------------------------------------------------|-------|-------------|---------------------|
| Console Interface Equipment - Germantown Dispatch | 1 Lot | \$34,419.00 | \$34,419.00         |
| Symphony Consoles - Germantown Dispatch           | 3     | \$34,490.00 | \$103,470.00        |
| Console Installation                              | 3     | \$1,915.00  | \$5,745.00          |
| <b>Sub-Total Germantown Dispatch</b>              |       |             | <b>\$143,634.00</b> |
| Special Console Discount                          |       |             | -\$33,927.00        |
| <b>Total Germantown Dispatch</b>                  |       |             | <b>\$109,707.00</b> |
|                                                   |       |             |                     |

### Optional Radios

|                                                                           |                      |
|---------------------------------------------------------------------------|----------------------|
| Dual Band Portable Radios (XL-200P)                                       |                      |
| Washington County Radio Discount valid until 06/30/2019                   | 30% off catalog list |
| Dual Band Mobile Radios (XG-100M)                                         |                      |
| Washington County Radio Discount valid until 06/30/2019                   | 30% off catalog list |
| Additional Washington County System Radio Discount valid until 06/30/2019 | 10% off catalog list |

## Training Options for Germantown, Wisconsin

### Virtual Classroom Console Configuration & Operation Training Option

| Course Name                                      | Course No. | Length  | Qty. | Unit Price | Extended Price | Comments                                                                                                                                                      |
|--------------------------------------------------|------------|---------|------|------------|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Customized Training (Virtual Classroom Training) | YTSP9X-B   | 8 hours | 1    | \$4,000.00 | \$4,000.00     | Conduct two (2) four-hour virtual classroom sessions over consecutive days on Symphony Console operation and configuration for up to 12 students per session. |

### On-Site Console Configuration & Operation Training Option

| Course Name           | Course No. | Length | Qty. | Unit Price | Extended Price | Comments                                                                                                                                                               |
|-----------------------|------------|--------|------|------------|----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Console Configuration | YTSN3H-B   | 2 days | 1    | \$9,975.00 | \$9,975.00     | Course consists of console configuration and console operation (train-the-trainer). Conduct course on site one (1) time for a maximum class size of four (4) students. |

### On-Site Console Operation Training Option

| Course Name                         | Course No. | Length | Qty. | Unit Price | Extended Price | Comments                                                                                                                                                                                                        |
|-------------------------------------|------------|--------|------|------------|----------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Console Equipment Operator Training | YTSP5P-B   | 1 day  | 1    | \$5,000.00 | \$5,000.00     | Train dispatchers directly on the operation of the Symphony Console. Conduct two (2) four-hour sessions on site in one (1) day. The Village of Germantown should purchase the number of training days required. |



**Business of the Public Safety Committee**

**Germantown, WI**

**Fire Department**

**Meeting Date:** June/2017

**Agenda item:** New Business

**Item Title:** *Request to Purchase Fire hose and ladder testing*

**Submitted By:** John A. Delain, Deputy Fire Chief

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**Summary Explanation**

The GFD would like contract with Fire Catt for three years to perform our annual fire hose and ladder testing for an annual cost of \$6217.50 per year. Funds will come from our maintenance budget.

**Attachment:** Ordinance \_\_\_\_\_ Resolution \_\_\_\_\_ Other: Price quote \_\_\_\_\_

**Requested Action:**

The Fire Department is requesting permission to purchase fire hose and ladder testing from Fire Catt



Electronic Delivery

May 10, 2017

Gary Weiss  
Fire Chief  
Germantown Fire Department  
N.115 West 18752 Edison Dr.  
Germantown, WI 53022

Chief Weiss:

**Per your request, we are pleased to submit this proposal for your annual fire hose and ground ladder testing.**

**Background**

FireCatt is proud to have revolutionized the fire hose testing industry. FireCatt is the sole source supplier and owner of a patented method that incorporates computerized testing technology and a software program designed to incorporate the testing standards and guidelines of NFPA 1962.

FireCatt is now testing over 7 million feet of fire hose per year in 37 States. We have been testing fire hose for more than 10 years. Customers that have come to trust FireCatt's precision testing service include: fire departments; oil refineries; nuclear power plants; and industrial operations.

We trust you will take the time to understand the value FireCatt creates by using the best technology, people and processes available to provide your critical annual services testing. FireCatt will save you manpower time, reduce liability and injuries, and create repeatable, valid test results with advanced technology and professional service.

Our testing team is structured with a team leader, an assistant leader and four hose technicians, all formally trained by FireCatt. We believe in a professionally run hose testing process starting with pre-test planning, meticulous attention to detail during the testing process and documented repacking of your equipment to the standard you require.

**Who Is the FireCatt Customer?**

FireCatt customers are the leaders within the fire service. They don't settle for "good enough" when it comes to the safety of their people and equipment. They want the most accurate testing option available, while receiving the most professional service. They want the most reliable and defensible third party validation. They want peace of mind, and that's what FireCatt delivers.

FireCatt will provide annual service pressure testing per the **NFPA 1962, 2013 Edition Standard** for Hose and **NFPA 1932, 2010 Edition Standard** for Ladders using patented technology test equipment designed for safety, accuracy and efficiency.

**Sole Source FireCatt Specifications:**

- ☐ Electronic and computerized pressure transducers shall be used to monitor and regulate pressures.
- ☐ Software controls the entire test process to ensure NFPA 1962 Standard is followed. One item to note is that during pressurization, hose will only be pressurized at 15 psi per second. Our system will meet this standard each and every test, ensuring that the fire hose will not be subjected to a shock pressure which can lead to shorter hose life expectancy.
- ☐ Air actuated and computerized valves shall be used to eliminate manual control of all valves at high pressure and provide emergency automated shut-off/shut-down capability. The use of manual valves that are less than 100% repeatable and expose personnel to unnecessary risk will not be permitted.
- ☐ Pressure release at the end of each test shall be accomplished through air actuated and computer controlled valves operated remotely. This will eliminate the need to release pressure at the end of each hose and eliminate the risk associated with exposing personnel to potential catastrophic failure while hose is fully pressurized.
- ☐ Hydrant pressure shall be monitored through the use of electronic and computerized pressure transducers. Hydrant pressure will be regulated to meet the NFPA requirement of 45 PSI at the beginning of the test.
- ☐ An amber warning beacon shall be illuminated at all times when the hose is pressurizing or at high pressure.
- ☐ Ten manifolds shall be used each with their own computerized pressure transducer and valve so that ten separate pressures can be tested simultaneously.
- ☐ Up to 3,000 feet of hose shall be tested per test cycle.
- ☐ Multiple diameter hoses shall be tested simultaneously.
- ☐ Air relief valves shall be used at the end of each hose lay per manifold.
- ☐ Computerized digital pressure readouts shall be used in order to eliminate subjective "needle bounce" of analog gauges.
- ☐ Computerized timing of tests shall be used to eliminate subjective timing devices such as manual stop watches prone to operator error.
- ☐ Heavy Duty Bar Code labels will be used on each hose for ease of Identification and Inventory Control.

**NFPA Fire Hose Testing Standards**

1. Each length of hose will be assigned an Identification Number using a barcode label on each coupling. That I.D. number shall also be recorded on the hose jacket at each end of the hose using a permanent ink marker.
2. Each length of hose will be inspected, both the outer jacket and inner liner.
3. All couplings and threads will be inspected.
4. All gaskets will be inspected, defective gaskets will be replaced at no extra cost.

5. FireCatt will supply hose manufacturer approved lubricant for coupling lubrication.
6. All defective hose will be tagged and removed from service and the defect location on the hose will be marked using permanent marker. The tag will be distinctive and state the reason for removal from service, date, and hose I.D. number. This information will also be contained within the test report.
7. FireCatt will supply "Never Seize" lubricant for lubricating all apparatus connection points so as to reduce galvanic reaction associated with dissimilar metal contact.
8. FireCatt will accurately record all data that will be contained in the final report which will include, Department I.D., Station or Apparatus I.D., FireCatt hose I.D., Fire Department hose I.D., Manufacturer, Date of Manufacture, Date in Service, Size, Length, Pressure, Pass/Fail, Reason for Failure, and Tread Type.
9. FireCatt will provide a hard copy of the Test Report within 1 week of test completion. The Hose Test Report is documented on a per Department basis. If you require your hose documentation broken down per apparatus or station, this service is available and must be pre-arranged.
10. FireCatt will provide internet web access to your electronic test record and protect this information using a unique login and password within 1 week of test completion. Access to the test records will be for a minimum of 7 years from date of the most recent test.
11. FireCatt will be licensed and insured to meet the State, City and Department requirements.

### **Pricing**

| <b>Option(s)</b>                                                                             | <b>Quantity<br/>in Feet</b> | <b>Price<br/>per Foot</b> | <b>TOTAL</b>       |
|----------------------------------------------------------------------------------------------|-----------------------------|---------------------------|--------------------|
| <b>1 Fire Hose Testing</b><br>FireCatt provides all Labor                                    | 20,250 (approximate)        | <b>\$0.33</b>             | <b>\$6,682.50</b>  |
|                                                                                              |                             | <b>\$0.29</b>             | <b>\$5,872.50*</b> |
| <b>2 Fire Hose Testing</b><br>Fire Department provides labor to <b>reload apparatus only</b> | 20,250 (approximate)        | <b>\$0.26</b>             | <b>\$5,265.00</b>  |
|                                                                                              |                             | <b>\$0.23</b>             | <b>\$4,657.50*</b> |
| <b>3 Ground Ladder Testing</b><br>FireCatt provides all Labor                                | 230                         | <b>\$1.50</b>             | <b>\$345.00</b>    |

**Note: Hard suction hose, if utilized, is vacuum tested at the same price per foot as supply and attack hose.**

**Option 1** - FireCatt will provide ALL labor to unload apparatus, lay out test, couple/uncouple, roll hose and reload apparatus. The Fire Department will provide labor only to drive apparatus to and from test site.

**Option 2** - FireCatt will provide labor to unload apparatus, lay out test, couple/uncouple, and roll hose. The Fire Department will provide labor to reload apparatus. Note: If you choose

Option 2 we suggest utilizing two fire department crews/companies to reload. The crew whose apparatus is being reloaded and the crew whose apparatus is next to be unloaded.

**Option 3** - FireCatt will provide all labor to perform precision ground ladder testing via digital load cell technology that will meet NFPA1932, 2010 edition standards. FireCatt incorporates a load cell that is UL Certified to NFPA 1983, general use. There are no other charges! Heat sensor labels are included in our per foot price.

### **Logistics:**

Prior to testing FireCatt will work with your Department to formulate and tailor a logistics plan that will work best for you. The following is an example of a typical logistics plan:

When FireCatt begins testing we will start with your *rack/auxiliary* hose then your *reserve* apparatus(s). Your tested *rack/auxiliary* hose will be ready to replace any failed hose from your apparatus(s). Once the *reserve apparatus(s)* are tested your company can take the tested reserve to replace a front-line apparatus prior to testing. Thus, we eliminate any down time in your Department for hose testing and we keep your companies in district. That way the public that you serve will not see an increase in response time during hose testing.

The Department will be responsible to provide a suitable test a location 300' in length x 100' wide, a water supply via Fire Hydrant (preferably), stand pipe, or tender, a driver to move your apparatus and a single point of contact.

### **Contract Term**

Pricing in BLACK is for a 1 year contract. \*Pricing in RED is for a 3-year contract and represents over a 10% discount, and the price will remain the same - guaranteed for all 3 years.

### **Completion**

Testing will take approximately 2 day(s) annually (weather, total feet, & test site dependent).

### **Summary of Benefits Received from Choosing FireCatt**

- Use the best technology the industry has to offer and fully trained technicians.
- Longer life of hose due to ensuring NFPA 1962 is followed every test cycle.
- Assurance hose is tested to prescribed pressures, if not, either false positives results or premature stress and loss of hose life are the results (especially the unnecessary cost of replacing LDH – Supply Lines)
- Workers compensation injuries resulting from testing accidents, either immediate or develops after, such as back / knee strain from re-loading hose (conveyor system and turntables)
- Reduction of any overtime hours used for testing and or training, freeing up man-hours from faster re-loading and the use of two mobile test labs.
- Proven Professional Operation - experience in testing large departments.

I believe you would agree that the issues of safety, time, technology and tracking are the most important to you and your department. Our patented method, and the unique features listed above allow for the NFPA 1962 Standards to be met in the most "objective" manner possible. In comparison, other testing companies will provide you with "subjective" test results. We have designed our testing and reporting technology to meet the requirements and future needs of the industry.

Our issued and pending patents are strong evidence of the exclusive nature of our solutions. In short, we believe that no other company in the nation can match or exceed the accuracy or safety of the fire hose testing services that FireCatt can provide to your department. We have yet to encounter another hose testing company in the nation deploying a similar state-of-the-art computerized testing technology.

We are pleased to offer our services to your department and believe the investment in FireCatt generates the peace of mind for everyone that we are all creating the safest environment for the firefighter and citizens of your community.

We look forward to creating a mutually beneficial and successful long term relationship, and believe in 100% customer satisfaction. If you have any questions or comments, feel free to contact us at any time.

Respectfully submitted,

*Lynn Gorcyca-Trout*

Lynn Gorcyca-Trout  
Customer Representative  
248-643-7200 x16 office  
248-789-0072 mobile/direct

**BUSINESS OF  
PUBLIC SAFETY COMMITTEE  
GERMANTOWN, WI**

MEETING DATE: JUNE 5, 2017

PLACEMENT: NEW BUSINESS

ITEM TITLE: ANIMAL FANCIER'S LICENSE  
January 1-December 31, 2017  
Julie Petersen, W204 N11367 Hilltop Drive,  
Germantown WI 53022

SUBMITTED BY: Barbara K. D. Goeckner, Village Clerk ~~BKG~~

SUMMARY EXPLANATION:

Julie Petersen of W204N11367 Hilltop Drive, Germantown, WI submitted an application for Animal Fancier's Establishment on January 18, 2017. This was only discovered last month, when the Police Department called inquiring about her permit for the current year.

When looking in her file for a current permit, this application was found. It is date stamped for January 18, 2017 by the Clerk's Department. Based on the attached letter, it appears former Deputy Clerk Tanya Raymond had proceeded to send out 300' notices to neighboring properties on January 20, 2017 for the application. The letter stated, if written objections were received prior to January 30<sup>th</sup>, the application would be reviewed by Public Safety Committee at its meeting on Monday, February 6<sup>th</sup>, and if none were received by that date (January 30<sup>th</sup>), the license would automatically be renewed for another year. Having found no objections in the file for this application, it seems Ms. Raymond proceeded to file this application in the folder and it was not forwarded to Public Safety at that time and no physical permit was actually issued. Both former Deputy Clerks left employment of the Village of Germantown at approximately that same time and therefore I was unaware of the applications existence until now. Due to those circumstances, I am now presenting this application for consideration.

This is an annual license and the last license issued to this individual was in 2013, but it is my understanding the animals have been present on the property since that time, although there was no permit. It is also my understanding the Police Department has received complaints regarding this property and the animals.

ATTACHMENT: ORDINANCE \_\_\_\_ RESOLUTION \_\_\_\_ OTHER X

RECOMMENDATION:

BOARD ACTION:

JAN 18 2017

OFFICE OF VILLAGE CLERK  
VILLAGE OF GERMANTOWN

**APPLICATION FOR ANIMAL FANCIER'S ESTABLISHMENT**

**Chapter 12.16 of the Municipal Code**

**Annual Fee: \$25.00**

Name: Julie Petersew

Address: W204N11367 Hilltop Drive

City/State/Zip Code: Germantown WI 53022

E-Mail Address: [REDACTED]

Phone Number: [REDACTED] Date of Birth: 3-9-65

Zoning of Property: [REDACTED] \*\* See Zoning Limitations. Before going any further, if you do not reside in an approved zoning district, you do not qualify for this permit.\*\*

**Please Note: Animal Fancier's License will not be issued unless all of the individual cat or dog licenses are paid and issued prior to December 31st.**

Purpose of requesting an animal fancier's permit:

I'm an animal fancier of cats

**Listing of each animal:**

| NAME       | MALE/<br>FEMALE | COLOR | BREED | RABIES TAG NO. &<br>EXPIRATION DATE: |
|------------|-----------------|-------|-------|--------------------------------------|
| DOG / CAT: |                 |       |       |                                      |
|            |                 |       |       |                                      |
|            |                 |       |       |                                      |
|            |                 |       |       |                                      |
|            |                 |       |       |                                      |
|            |                 |       |       |                                      |
|            |                 |       |       |                                      |

***If there are more animals, attach a separate sheet or use the back of this form giving required information. Also, attach a copy of the plot plan showing dog runs, etc., if applicable.***

Name of Veterinarian: Germantown Vet. for (Fuzzy)  
Dr. Dionne Harrell (cherished companion mob: 1 vet)

Address: PO Box 347 / Mequon Rd. Germantown WI 53022

City/State/Zip Code: Butler WI 53007

Phone Number: 262-649-6628 / 262-255-6111 (Fuzzy only)

[Signature]  
Signature of Owner

1-18-17  
Date

January 20, 2017

**APPLICATION FOR ANIMAL FANCIER'S LICENSE**

Robert & Julie Petersen, W204N11367 Hilltop Dr

Dear Property Owner:

Please be advised that your neighbor has applied to renew their Animal Fancier's License in the Village of Germantown. This license allows for the keeping of more than three dogs or three cats or any combination thereof on their property.

If you have any objections to renewal of this license, please contact our office in writing by January 30<sup>th</sup>. If our office receives a written objection prior to January 30<sup>th</sup>, the application will be reviewed by the Public Safety Committee at its meeting on Monday, February 6, 2017 at 5:30 p.m. at the Germantown Village Hall. If no written objections are received by that date, the license will automatically be renewed for another year.

Should you have any questions, please contact the Village Clerk's office.

Sincerely,

Tanya Raymond  
Deputy Village Clerk

cc: Police Chief Hoell  
Trustee Jeff Hughes, Public Safety Committee Chair