

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

**MEETING: REGULAR MEETING OF THE VILLAGE BOARD**

**DATE AND TIME: MONDAY, June 20, 2022      7:00 p.m.**

**LOCATION: Germantown Village Hall Board Room  
N112 W17001 Mequon Road**

**NOTICE:** Pursuant to the recommendations of the Centers for Disease Control and Prevention concerning the prevention of COVID-19 infections, any member of the body and/or citizen may also attend the meeting virtually through the WebEx platform, Meeting #: 2551 127 2726 Password: hjTTF8A65iA which can be accessed by phone at 408-418-9388 or by logging on at

<https://villageofgermantown.my.webex.com/villageofgermantown.my/j.php?MTID=m22eabbd5d3437b74615a22bbd17423a8>

Citizens not wishing to attend the meeting personally or virtually may submit any public comments by sending an email to [comments@germantownwi.gov](mailto:comments@germantownwi.gov) by 4 p.m. on the day of the meeting so that it can be provided to the members of the body for their consideration.

Previously recorded Village Board Meeting Videos can be viewed at

[https://www.youtube.com/channel/UCOYp0EgELzTCa9X\\_iCohyhQ](https://www.youtube.com/channel/UCOYp0EgELzTCa9X_iCohyhQ).

**AGENDA**

- I. **CALL TO ORDER:** *This meeting has been given public notice in accordance with Section 19.83 and 19.84, Wis. Stats, in such form that will apprise the general public and news media of subject matter that is intended for consideration and action.*
- II. **ROLL CALL:**
- III. **PLEDGE OF ALLEGIANCE:**
- IV. **PRESIDENT'S REPORT:**
- V. **ANNOUNCEMENTS OF FORTHCOMING EVENTS OF PUBLIC INTEREST**  
**COMMITTEE AND DEPARTMENT REPORTS:**
  - A. The following individuals will be given the opportunity to make announcements of future municipal activities: Village President, Village Board Members, Village Administrator, Village Attorney, Village Clerk, And Department Heads, to include:
- VI. **CITIZEN INPUT/PUBLIC APPEARANCE on items not subject to a public hearing:**  
*Please be advised per §19.84(2), information will be received from the public. It is the policy of this municipality that there be a three (3) minute time period, per person, with time extension 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. (15 minutes) Written Public Comments should be directed to [comments@germantownwi.gov](mailto:comments@germantownwi.gov), by 4 p.m. on Monday, June 20.*

**VII. CONSENT AGENDA:**

A. Approval of Minutes June 6, 2022, Meeting.

B. Accounts payable/payroll:

|    |               |                  |                 |
|----|---------------|------------------|-----------------|
| 1. | June 3, 2022  | Accounts Payable | \$ 50,990.71    |
| 2. | June 10, 2022 | Accounts Payable | \$ 2,020,347.86 |

The following items were forwarded from the **Public Safety Committee** with a unanimous recommendation:

**All premise licenses, items C.-H. recommendations / 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.**

- C. The following have applied to the Village Board of the Village of Germantown, Washington County, Wisconsin, for **RENEWAL** of a "Class B" Fermented Malt Beverage and Intoxicating Liquor License for the period commencing July 1, 2022 and ending June 30, 2023:
1. **Barley Pop Brew Haus, LLC**, Jodi Kanzenbach, Agent, W4535 County Road A, Fredonia, d/b/a **Barley Pop Pub & Restaurant**, N116W16137 Church St First Floor, Basement Storage, outside beer garden located on North Side of Building and an additional 35'x39.10' on the Western Side of business. During July 4 parade beginning at 11 am outside extension from east end of building to western end to sidewalk.
  2. **WI Bier Stube LLC**, Charles Hastings, Agent, N116W15841 Main Street, d/b/a **Von Rothenburg Bier Stube**, N116 W15863 Main Street. Basement keg cooler, 1<sup>st</sup> floor bar, includes outside fenced beer garden and garage extended to parking lot open until 10:00 p.m.
  3. **BSC Wisconsin LLC**, Eric D Schroeder, Agent, N132W17573 Rockfield Road, Richfield, d/b/a **Big Sky Country Bar & Grill**, W204N11498 Goldendale Rd, Bar Area, Dining Area on First Floor, Banquet / Dining Area in basement, Office and 8' x 55' outside patio on side open until 10:00 p.m.
  4. **Black Dog Hospitality LLC**, Jake Woller, Agent, N112W21209 Mequon Road, d/b/a **Bixenberg Tavern**, N112W21209 Mequon Road, NE Room of Building, 1<sup>st</sup> floor; East Patio; SE of Building on First Floor, and South Deck. Stored in Basement and North East side of Building on First Floor.
  5. **Blackstone Creek Golf Club Ltd**, Troy Schmidt, Agent, N105W14467 Wilson Circle, d/b/a **Blackstone Creek Golf Club**, N112W17300 Mequon Rd, Clubhouse bar, golf shop, includes golf course property of 156 acres
  6. **Blazin Wings, Inc**, Allen Hart, Agent, d/b/a **Buffalo Wild Wings**, N96 W17990 County Line Rd Patio, dining, bar, and beer cooler in kitchen. Attached patio with hours restricted between 10:00 pm and 8:00 am Reserve
  7. **Bubs on Main LLC**, Scott Pecor Agent, 10908 N Essex Drive, d/b/a **Bubs Irish Pub**, N116W16218 Main Street, Bar and Banquet, South Side Entry Ramp and Two Triangle Grassy Areas on South East side of building
  8. **Brinker Restaurant Corporation**, James Linderman, 142 N Western Ave #J, Neenah, d/b/a **Chili's Grill & Bar**, N96W18640 County Line Rd; dining area and bar area, storage and five to go parking areas
  9. **Das Barrel Room LLC**, Mark Brooks, Agent, N52W14018 Aberdeen Dr, Menomonee Falls, d/b/a **Das Barrel Room**, W201N10466 Appleton Ave, Main Building Basement Bar, Storage Room, Dining Areas, Deck and Lawn off of back of building.

10. Eastern Kettle Moraine Moose Lodge 1238, William Numrich, Agent, N88W17521 Christman Road, Menomonee Falls, d/b/a **E.K.M. Moose Lodge**, W198N10217 Appleton Ave, includes main building, kitchen, hall, and outside pavilion 22' x 20', and open area for Lodge picnics including buildings to be open until 10:00 pm, 480' x 525' grounds area
11. Fawn Lane, LLC, Boro Buzdum, Agent, 7697 County Highway WW, West Bend, d/b/a **Buzdum's Pub & Grill**, W188N10515 Maple Rd First Floor and basement and patio and field
12. Florian Park, Inc., Ryan Rahl, Agent, 311 Preserve Way, Colgate, d/b/a **The Florian**, N111 W18611 Mequon Rd three interior bars in two ballrooms, liquor storage room, beer cooler, includes outside premise Willow Path, Willow Gardens, and Willow Point on south end of Willow Pond to be open until 10:00 p.m. and outdoor designated smoking area to the north of property
13. Germantown American Legion Post #1, Inc, James A. Heimann, Agent, 2584 Country Aire, Cedarburg, d/b/a **Germantown American Legion Post #1**, N120 W15932 Freistadt Rd, Hall, bar, lounge, walk in cooler, office storage.
14. Goldendale Legacy LLC, Emily Schaefer, Agent, 1510 Greentree Road, d/b/a **Lone Star**, W204 N11912 Goldendale Rd. (First Floor, basement, includes horseshoe courts, path, outside fenced area to be open until 10:00 p.m., and outside front porch area)
15. JK GAM, LLC, Jon R. Gamroth, Agent, N104W15303 Donges Bay Rd, d/b/a **Gamroth's Kuhburg Junction**, W140 N10385 Fond du Lac Ave, Bar area, liquor room, office area, smoking area
16. Northridge Automotive Enterprises, Inc, David L Iverson, Agent, N166W19523 Ravens Way, Jackson, d/b/a **Ivee's at Main**, W157N11618 Fond du Lac Ave, 2300 square foot restaurant, and outside patio in front of building until 10:00 pm
17. Mama Mia's – Port, Inc., Jude Barbieri, Agent, N167W10547 Bridle Path, d/b/a **Mama Mia's Germantown**, N112W16344 Mequon Rd, Restaurant, bar liquor closets, beer walk in cooler, patio
18. Matteos AC LLC, Karla Coites, Agent, 761 S River Road #8, West Bend, Matteo's, W156 N11058 Pilgrim Rd, Bar Area, Dine In Area, Patio, Office, Hall and Kitchen
19. Marko's Pizza II Inc., Ken Ubert, Agent, 3943 Rosie Court, Colgate, d/b/a Marko's Pizza II, Inc., W156 N9664 Pilgrim Rd, Dining Room and Warehouse
20. Metro Cigars, LLC, Jennifer Lynn Groh, Agent, 1671 Holy Hill Lane, Hubertus, d/b/a **Metro Cigars, LLC**, N102W19455 Willow Creek Way, 3760 Square Foot Building, with 400 Square Foot Outdoor Patio
21. Barley Pop Brew Haus, LLC, Jodi Kazenbach, Agent, 709 S 2<sup>nd</sup> Ave, West Bend, d/b/a **The Precinct**, W161N11629 Church St Includes outside patio and additional 23'x35.9' beyond patio
22. Robin L. Bird, LLC, Robin L. Bird, Agent, W188N13367 Maple Rd, Richfield, d/b/a **Sports Corner Bar & Grill**, W187N12793 Fond du Lac Ave includes main floor, basement, outside volleyball courts and smoking room to be open until 10:00 pm
23. ST1X Golf Entertainment Bar LLC, Robert Stafford, Agent, 13985 N Pine Bluff Rd, Mequon, d/b/a **Stix Golf**, W164N11271 Squire Dr
24. Tiny T's, Christine Brockman W156N11625 Pilgrim Road, W156 N11638 Fond du lac, bar, basement, outside patio, 4<sup>th</sup> of July, sand area backyard behind building and to the side of the garage for summer / fall bags
25. Wolverine WI LLC, Charles Hastings, Agent, N116W15841 Main Street, d/b/a **WI Big Boy**, N116 W15841 Main St, keg cooler basement, upstairs liquor room, bar area, includes outdoor deck open until 10:00 pm

- D. The following have applied to the Village Board of the Village of Germantown, Washington County, Wisconsin, for **RENEWAL** of “Class C” Wine License for the period commencing July 1, 2022 and ending June 30, 2023
1. Latitude Café LLC, Shackar Levy, N87W15878 Bellevue Blvd, Menomonee Falls, Latitude Café’ LLC, W156N9635 Pilgrim Road, Wine in locked cabinet and dining area  
Old Germantown LLC, Scott Sommer and Georgene Sommer, W148N12696 Pleasant View Dr, Main Café, Brewery, Outdoor Patio, Future Storage included in Storage Building to the East of Main Facility.
- E. The following have applied to the Village Board of the Village of Germantown, Washington County, Wisconsin, for **RENEWAL** of a Class “B” Fermented Malt Beverage License and “Class C” Wine License for the period commencing July 1, 2022 and ending June 30, 2023.
1. Brama’s Pizzeria LLC, Carrie Wegner, N116W12831 Elm Lane, d/b/a **Brama’s Pizzeria**, N112W16700 Mequon Road, Coolers and bar area located on the West wall, rear of restaurant in locked storage room / office; parking lot area in front of restaurant
  2. Cracker Barrel Old Country Store Inc., William Gruver, N89W15353 Cleveland Ave, Menomonee Falls, d/b/a Cracker Barrel #175, W176N97788 Rivercrest Dr, Germantown, Cooler, dry storage, display area, porch area of restaurant
  3. Hung D. Lu, Agent, N109W12628 Coneflower Cir., d/b/a **Hung Hao Restaurant**, N112 W15800 Mequon Rd, cooler in kitchen, dining area
  4. MC Roadhouse LLC, Matthew Roadhouse, W160N10544 Old Farm Rd, **Swingtime**, W197N10340 Appleton Ave. Includes 12 acres of property, buildings and backroom
- F. The following have applied to the Village Board of the Village of Germantown, Washington County, Wisconsin, for **RENEWAL** of a “Class B” Winery License and Class “B” Fermented Malt Beverage License for the period commencing July 1, 2022 and ending June 30, 2023
1. Apple Works Winery LLC, Kevin H. Behnke, Agent, W179N12536 Fond Du Lac Ave., d/b/a **Apple Works Winery/Behnke Estates**, W179N12536 Fond Du Lac Ave. Winery Store/Sales and Tasting Room Pole Building; Wine Manufacturing and storage; Includes outdoor patio area and tent.
- G. The following have applied to the Village Board of the Village of Germantown, Washington County, Wisconsin, for **RENEWAL** of a “Class A” Fermented Malt Beverage, including cider, and Intoxicating Liquor License, for the period commencing July 1, 2022 and ending June 30, 2023:
1. Aldi Inc., Jessica Lomibao, Agent, 254 Nicks Way, Belgium, d/b/a Aldi #67, N96 W18838 County Line Rd. Single Story Brick Bldg, Grocery Store, Alcohol Beverages will be sold on the sales floor and stored in the backroom.
  2. Colgate Gas, Inc, Didar Singh, Agent, W150N7248 Paseo Lane, Menomonee Falls, d/b/a **County Line BP**, N96 W21962 County Line Rd, Shelves, Cooler, Beer Cave, Storage
  3. Fleet Farm Group, LLC, Shawn Stockfisch, Agent, N173W20425 Crestview Dr, Jackson, d/b/a Fleet Farm, N9618200 County Line Road, on pallets/shelves and in back room
  4. Kwik Trip, Inc., Kimberly Kuecker, Agent, 320 N German St, Mayville, d/b/a **Kwik Trip 631**, W188N10963 Maple Rd storage coolers, Sales Floor and Behind Counter
  5. Ajima Corporation, Rajan Shrestha, Agent, d/b/a **Holy Hill Road Shell**, N128 W21760 Holy Hill Rd, coolers, office, back storage

6. Sendik's Germantown LLC, Theodore Balistreri, Agent, 5566 N Diversey Blvd, Whitefish Bay, d/b/a **Sendik's Food Market**, N112W15800 Mequon Rd, store and storage, Includes exterior parking stalls designated for on-line grocery pick up
  7. Ultra Mart Foods, LLC., Kristi O'Connor, Agent, 9611 W Forest Home Ave, Hales Corners, d/b/a **Pick 'n Save 6357**, N112 W16200 Mequon Rd. Grocery and liquor store, Includes exterior parking stalls designated for on-line grocery pick up. Displayed throughout the store.
  8. Walgreen Co., Vickie Matt, Agent, 10174N9444 Devon Wood, Menomonee Falls, d/b/a **Walgreens #05427**, W156 N11261 Pilgrim Rd, 13,906 square foot building
  9. NSM Enterprises LLC owned by Naheed Naseem, Naseem Abbas, Agent, N114W15775 Sylvan Ct, 20, d/b/a **Willow Creek BP**, W201 N10451 Appleton Ave, Behind the Counter, Back Office, Stock Area
  10. Wal-Mart Stores East, LP, Alexey Hunt, Agent, 202 Royal Court, Appleton; d/b/a **Wal-Mart 1515**, W190N9855 Appleton Ave, 103,075 square foot building, 1,465 foot in front of building for display and storage, and outside parking lot specifically designated for online grocery pick up)
- H. The following have applied to the Village Board of the Village of Germantown, Washington County, Wisconsin, for **RENEWAL** of a Class "A" Fermented Malt Beverage, including cider for the period commencing July 1, 2022 and ending June 30, 2023:
1. Speedway, LLC, Richard Eastham, Agent, 8290 W Orchard, West Allis, d/b/a **Speedway 4465**, W178 N9653 Riversbend Lane, Store, walk in cooler, sales area, storage / furnace room
  2. Speedway, LLC, Dawn Reith, Agent, N75W222586 Cherry Hill Rd, Sussex, d/b/a **Speedway 4495**, W164 N11233 Squire Dr, store, walk in cooler, sales area / storage furnace room.

#### **VIII. UNFINISHED BUSINESS**

- A. Brama's Pizza extension of premise – June 30, 2022, Brama's Pizzeria LLC, Carrie Wegner, N116W12831 Elm Lane, d/b/a **Brama's Pizzeria**, N112W16700 Mequon Road, Coolers and bar area located on the West wall, rear of restaurant in locked storage room / office; parking lot area in front of restaurant.

#### **IX. PUBLIC HEARINGS:**

- A. None.

#### **X. NEW BUSINESS:**

- A. 2023 Budget Preview Presentation.
- B. CLA Contract.
- C. RFP for Public Engagement Services for Richfield Utilities Referendum.

#### **XI. ADJOURNMENT:**

**The next regular meeting of the Village Board will be on Monday, July 18, 2022, at 7:00 p.m.**

*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.*

**VILLAGE OF GERMANTOWN  
VILLAGE BOARD MEETING MINUTES  
June 6, 2022**

**CALL TO ORDER:** The meeting was called to order at 7:08 p.m. by President Wolter.

**ROLL CALL:** Present: President Wolter, Trustees Baum, Hudson, Kaminski, J. Miller, R. Miller, Myers, Pieper, and Neureuther. Also present: Administrator Kreklow, Clerk Braunschweig, Director Retzlaff, Director Ratayczak, Associate Planner Zandt, Chief Snow, Superintendent Zimmerman, and Attorney Sajdak.

**PLEDGE OF ALLEGIANCE:**

**PRESIDENT'S REPORT:**

Village President Wolter commented that Fourth of July Volunteers are needed.

**ANNOUNCEMENTS OF FORTHCOMING EVENTS OF PUBLIC  
INTEREST/DEPARTMENT AND COMMITTEE REPORTS:**

The following individuals will be given the opportunity to make announcements of future municipal activities: Village President, Village Board Members, Village Administrator, Village Attorney, Village Clerk, And Department Heads, to include:

/

**CITIZEN INPUT/PUBLIC APPEARANCE on items not subject to a public hearing:**

Bill & Carol Schneider sent an email against the American Rescue Act Monies to Employees and to use the monies toward roads.

Ann Barrowclift sent an email against mowing Schoen Laufen Park.

Village Plaza, Frederick Gierach, sent a letter against the extension of premise for Brama's Pizzeria LLC.

Ben Hubrich, Carrington Circle, former employee, came to the podium. He thanked the Village for his time at the Village. He spoke in favor of the America Rescue Plan Funding for Village Employees and for Village Employees working during the pandemic.

Melanie Smythe of Cedar Lane came to the podium with questions of the 2050 plan sessions and process for approval. Director Retzlaff reported that the next meeting will be on June 24<sup>th</sup>, with public hearing(s) to follow.

Sharon Keran from the Town of Germantown came to the podium, as there is a line item about annexation on the agenda. Trustee Baum and Trustee Pieper commented that at Mai Fest there were a number of Town of Germantown residents that inquired about the annexation.

Trustee Pieper commented she placed the item on the agenda for answers to questions on annexation.

Jennifer Guslick of the Town of Germantown came to the podium, as there is a line item about annexation on the agenda. The line item was a surprise to the board and residents. She is a former Village of Germantown resident. She would like to be contacted prior to on an agenda.

Joann Grislow of the Town of Germantown came to the podium with questions on annexation.

Trustee Pieper read her request for the annexation item on the agenda.

**CONSENT AGENDA:**

- A. Approval of Minutes May 16, 2022, Meeting.
- B. Accounts payable/payroll:
  - 1. May 13, 2022 Accounts Payable \$ 365,362.32
  - 2. May 20, 2022 Accounts Payable \$ 115,131.73
  - 3. May 24, 2022 Payroll \$ 229,153.83
  - 4. May 27, 2022 Accounts Payable \$ 328,943.76
  - 5. June 3, 2022 Accounts Payable \$ 50,990.71
  - 6. June 7, 2022 Payroll \$ 357,833.45

The following items were forwarded from the **General Government and Finance Committee** with a unanimous recommendation:

- C. America Rescue Plan Funding – Electronic Poll Books.
- D. Vacation Policy.

The following items were forwarded from the **Public Works and Highway Committee** with a unanimous recommendation:

- E. Resolution 24-2022, Resolution adopting the Compliance Maintenance Annual Report (CMAR).
- F. Ordinance 10-2022, Creating Section 13.30 (7) Imposition of a Charge for Water Meter Replacement Non-Compliance.
- G. Award Bid for Country Aire Drive Sanitary Sewer Water Main Extension to Kruczek Construction in an amount not to exceed, \$375,677.77

**Motion (Baum/Myers) to approved consent agenda items. Roll Call Vote carried unanimously.**

**UNFINISHED BUSINESS:**

- A. America Rescue Plan Funding – Village Employees.

**Administrator Kreklow reported on the item, payroll taxes are included.**

**Motion (Myers/R. Miller) approve America Rescue Plan Funding – Village Employees. The funds are not from property tax levy. Retirees were included depending on the number of months worked. The funding is from the federal government. Roll Call Vote Carried. Tr. Baum, Neureuther, and Pieper voted no.**

**Motion (Myers/Pieper) to take items out of order and go to item G. Motion carried.**

New Business G. Denial of Operator License for Maria Guevara.

**Chief Snow reported on the record for denial.**

**Motion (Pieper/Hudson) to approve the Operator License for Maria Guevara. Motion carried unanimously.**

**Motion (Baum/Myers) to take items out of order and go to item L. Motion carried unanimously.**

New business L. Annexation of Town of Germantown. Process of Annexation and Potential Policies.

**Attorney Sajdak reported on the annexation process. There is annexation by unanimous consent or annexation by ½ approval.**

**Land-owners can sign a petition to annex. In event of ½ approval, it would become a referendum.**

**There are other methods, the land has to touch or be adjacent to, or annex town islands, the other requires the Village to pay five years of the property tax. Both require a referendum. There would be an ordinance by the board, passed by a 2/3rds vote.**

**The referendum would be voted on by those to be annexed. Or there could be a merger rather than annexation.**

**History was given that the City of Milwaukee annexed a portion of the Village without a vote or referendum. There have been statutory changes to the process since that time.**

**If the process starts with the Village, the Village would have to pay the Town five years of taxes. This is typically a merger and no payment to the other municipality.**

**Discussion ensued of the timeframe depending on how it comes forward depending on the circulation of the petition and publication.**

**Director Ratayczak came to the podium and reported of road paving.**

**Sharon Keran from the Town of Germantown came to the podium and questioned discussion.**

**Paul Mertz, Town of Germantown Chair came to the podium and gave history to the Town annexation. He commented that they outsource a lot of items. Discussion ensued of future fire contracts.**

B. Drake Encoder Cable Solution Update.

**Manager Hirn reported that Spectrum needs to order and install a Drake Encoder. This could take up to five months and cost around \$5,000. Currently, there is a live streaming to the YouTube.**

**PUBLIC HEARING:**

- A. Jon Weske, N104 W20255 Willow Creek Road. Variance request from Section 14.105(2) of the Village's Building Code to have a Solid Fuel-fired Heating Device in the Rs-4 Single-family Residential Zoning District.

**Director Retzlaff came to the podium and was sworn in. The variance request was presented. The site location and aerial view was shown. Director Retzlaff reported on the ordinance that is in place. This is a variance of Building code section 14.105. The wood furnace was installed in May of 2005 prior to the ordinance. There was a complaint received from an adjacent property owner. The Weske property graphics and Certified Survey map were shown. This is for five variances. This was not grandfathered as the ordinance states that pre-existing need to apply and it was moved. There is a neighbor dispute.**

**President Wolter read the hearing notice and opened the public hearing.**

Jon Weske of N104 W20255 Willow Creek Road, Colgate was sworn in.

The furnace was installed in May of 2005 and then moved in September of 2005. The original neighbor gave him permission to install the furnace. This heats his home and water. The furnace does not leak or cause problems. The property does have alternate heat.

Mr. Weske stated that he did call the Village at installation for any rules. The Village did not have rules at that time.

Attorney Sajdak questioned applicant, is everything true and correct and is there anything to supplement. Nothing additional to supplement.

If denied can the furnace be moved? It could be moved but would have to go on neighbor's property due to the location of the septic.

Patrick Kuehmichel of Willow Creek came to the podium and was sworn in. Neighbor showed on the map that his grandfather was going to give the land to Jon Weske but his grandfather passed prior to the land being given.

Mary Suhorepetz of Willow Creek Road came to the podium and was sworn in. She spoke in favor of the outdoor furnace.

Dan Kuehmichel of Willow Creek came to the podium and was sworn in. Neighbor showed where on the map and spoke in favor of the neighbor and fire stove.

Sharon Beay of Willow Creek Road came to the podium and was sworn in. Neighbor spoke in favor of the neighbor and fire stove.

**President Wolter closed the public hearing at 8:55 pm**

**NEW BUSINESS:**

- A. Jon Weske, N104 W20255 Willow Creek Road. Variance request from Section 14.105(2) of the Village's Building Code to have a Solid Fuel-fired Heating Device in the Rs-4 Single-family Residential Zoning District.

**Motion (Pieper/Hudson) to approve the variance request from Section 14.105(2) of the Village's Building Code to have a Solid Fuel-fired Heating Device in the Rs-4 Single-family Residential Zoning District.**

Discussion ensued of danger of structure or to the neighbors and the setback. The accessory structure is 19 feet away on the Weske, the other accessory structure is 24 feet. The code is 25 feet. The structure on the neighboring property was pointed out (building in red). The chimney height is for the smoke to be up and away from the device and adjoining properties.

Discussion ensued of the hardship. It is Mr. Weske's job to present the hardship.

Discussion ensued of the need for a permit for the pad or plumber.

There is a boiler that is capable of heating the house, natural gas. The intent was to square off the lot.

The building closest, used to be an airplane hanger. It does not house animals.

Discussion ensued of the chimney height.

Retzlaff commented that there could be guidewires on the chimney.

The variance runs with the land and future owners.

Discussion ensued of the zoning of Rs-4. The zoning is not a hardship.

The septic field is in the back of the yard and hard to work around.

Discussion ensued of the location was a reflection of an error of two property owners that put it in the wrong place.

Discussion ensued that the first time he came to the Village there was not a regulation for an outside burner, nothing in the building code at that time.

Dealer out of Kewaskum installed for him.

-Weske, Hardship is another \$400 a month in heating bills in the winter. Weske reported on the plumbing from the outside burner to the inside of the house.

Discussion ensued of the zoning and that it was not always Rs-4. The house was built in 1969. Changed prior to 1969.

This variance is with the land / property.

**The stove was moved closer to the house. Installed in 2005 and moved when there was an ordinance in place. It has been in currently location for about 10 years.**

**Discussion ensued of the hardship or substantial justice.**

**Discussion ensued of the Board of Zoning of Appeals and the struggle for the hardship. Discussion ensued that Unlike the Board of zoning of Appeals, the Village Board could rezone the property, could change the code. The Village Board can change the zoning. Zoning of Rs-4 was read. Discussion ensued of the application and extraordinary hardship.**

**Discussion ensued that if the variance is not granted this is a violation of the code and would have remove the outdoor heating device.**

**Discussion ensued of changing the ordinance.**

**Motion (Hudson/J. Miller) table to July 18 village board meeting. Potentially development of building code or ordinance change. Baum voted no.**

- B. Todd & Cindy Wetterau, Property Owners of 57.4 acres located on Fond du Lac Ave/STH145. **Ordinance 08-2022** Rezoning from A-1: Agricultural to A-2: Agricultural District and a 2-lot Certified Survey Map (CSM) to divide the 57.4-acre property.

**Motion (Myers/Baum) to approve Ordinance 08-2022 Rezoning from A-1: Agricultural to A-2: Agricultural District and a 2-lot Certified Survey Map (CSM) to divide the 57.4-acre property. Asking for a fifth condition, to withhold until working thru quit claim deed Motion carried unanimously.**

- C. Keith & Carrie Ceman, Property Owners of W189 N12712 Deerwood Circle. **Ordinance 09-2022** Rezoning from Rs-2: Single-Family Residential to Rs-3: Single-Family Residential and a 2-lot Certified Survey Map (CSM) to divide the 3.4-acre property.

**Motion (Myers/R. Miller) to approve Ordinance 09-2022 Rezoning from Rs-2: Single-Family Residential to Rs-3: Single-Family Residential and a 2-lot Certified Survey Map (CSM) to divide the 3.4-acre property. Motion carried. Baum Voted no.**

- D. Fireworks User Permit Application for Celebrate Germantown WI Inc., July 4, 2022, Firemen's Park, W162N11870 Park Avenue, Wolverine Fireworks Display.

**Motion (Myers/J. Miller) to approve Fireworks User Permit Application for Celebrate Germantown WI Inc., July 4, 2022, Firemen's Park, W162N11870 Park Avenue, Wolverine Fireworks Display. Motion carried unanimously.**

- E. Fireworks User Permit Application for Dan Benning, July 30, 2022, 9 p.m., Homestead Hollow County Park, N120W19809 Freistadt Road, J&M Displays.

**The item was Postponed in Public Safety. Motion (Kaminski/Hudson) to postpone and allow the Fire Chief to work with the company involved. Fire Chief Delain will contact to the company involved. There are concerns of ground brush. Because this is not a municipal event they should cover the expenses. This is for a private party. Motion carried unanimously.**

- F. Bramas Pizza extension of premise, Brama's Pizzeria LLC, Carrie Wegner, N116W12831 Elm Lane, d/b/a **Brama's Pizzeria**, N112W16700 Mequon Road, Coolers and bar area located on the West wall, rear of restaurant in locked storage room / office; parking lot area in front of restaurant.

**Motion (R. Miller/Hudson) to postpone pending approval by the Condo Association. Motion carried unanimously.**

- H. Resolution 23-2022, Creating Tax Incremental District No. 9, Approving its Project Plan and Establishing its Boundaries.

**Motion (Myers/Baum) to approve Resolution 23-2022, Creating Tax Incremental District No. 9, Approving its Project Plan and Establishing its Boundaries. The project plan was shown. The joint review board held their initial meeting. Plan commission has approved the TID. The joint review board will meet on June 22. The location of the TID was shown. It is adjacent to the new Public Works building site. The Public Works building site is not in the TID. The cash flow prediction report was shown. The timeline was shown.**

**The road for the Village Public Works building site would be funded by the Village. The road for the developer would be funded by the TID. A development agreement will be forthcoming. Motion carried. Hudson and Pieper voted no.**

- I. Special Committee Creation and Appointments for the purpose of updating the Village Elected Official Handbook.

**Motion (Myers/J. Miller) to approve a Special Committee Creation and Appointments for the purpose of updating the Village Elected Official Handbook. The committee would comprise of the Village President as Chair, and the Chairs of each committee, Public Works, Public Safety, and General Government and Finance. Motion carried unanimously.**

- J. Engagement of a Communications Firm for Communications related to the Richfield Utilities Referendum.

**Administrator Kreklow reported on the item due to the referendum. He is asking if the board would like to go forward to solicit proposals for this type of work and bring back to the board for selection. Motion (Myers/R. Miller) to approve the Village Administrator to go out with an RFP for an outside communications firm. Discussion ensued of the cost estimates. Motion carried. Baum and Pieper voted no.**

- K. Batzner Pest Control Presentation - Bird Netting. Batzner Pest Control Bird Netting in an amount not to exceed, \$37,000.

**Motion (Myers/Kaminski) to approve Batzner Pest Control Presentation - Bird Netting. Batzner Pest Control Bird Netting in an amount not to exceed, \$37,000. Motion carried. Pieper voted no.**

- M. Discount Ramps Claim. The Village Board May Enter into Closed Session per Wis. Stat. § 19.85(1)(e) for the purpose of Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved and then may reconvene into open session to take such action as it deems appropriate.
- N. Acquisition of Property in the Area of the Intersection of Donges Bay and Wasaukee Roads for a new Department of Public Works Facility. The Village Board May Enter into Closed Session per Wis. Stat. § 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, and then may reconvene into open session to take such action as it deems appropriate.

**Motion (Myers/Pieper) to convene into closed session for item M. at 10:37 p.m. and to include the Village Board, Administrator Kreklow and Attorney Sajdak. Roll Call Vote Carried.**

**Motion (Myers/Pieper) to convene into closed session for item N. and to include the Village Board, Administrator Kreklow and Attorney Sajdak. Roll Call Vote Carried.**

**ADJOURNMENT.**

**ADJOURNMENT:** There being no further business, the meeting adjourned at 11:40 p.m.

**The next regular meeting of the Village Board will be on Monday, June 20, 2022, at 7:00 p.m.**

Respectfully Submitted,  
*Deanna Braunschweig*  
Deanna B. Braunschweig, WCMC/CMC  
Village Clerk – Treasurers



## CONDOMINIUM ASSOCIATION

June 9, 2022

Village of Germantown  
Village Board  
N112 W17001 Mequon Rd. ✓  
Germantown, Wis, 53022

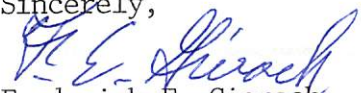
Village of Germantown  
Public Safety Committee  
N112 W17001 Mequon Rd.  
Germantown, Wis. 53022

Dear Board & Committee Members:

When I received your letter on Saturday, June 4th, I was unable to contact Carrie at Brama's Pizzeria. I was unaware she applied for an extension of the premise permit. I talked to Carrie on June 8th and she informed me the purpose was only for Tuesday evenings in conjunction with the car shows. She didn't know anything about a "roped off" area.

With this information, you can ignore my concern as mentioned in my June 5th letter.

Sincerely,

  
Frederick E. Gierach  
Member

CC: Brama's Pizzeria, LLC



# 2023 Budget Preview

VILLAGE OF GERMANTOWN



# 2022 Budget Accomplishments

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- No Tax Levy Increase
  - Decrease in Mill Rate
- Pay adjustment for staff
- Additional positions in GPD and DPW
- Upgrades to financial and IT systems



# 2023 Budget Challenges

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- Inflationary costs
- Unfunded positions
- Salaries & Benefits
- Public Safety Service Levels



# 2023 Budget Opportunities

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- Continued Village Growth
- Fiscally the Village continues to enjoy a strong financial position
  - Fund balances are within levels for calculated risks



# 2023 Budget Outlook

## Assumptions

- § TID-In Additional Levy = \$200,000
- § TID-Out Additional Levy = \$157,000
- § Pay Adjustment of 3% = \$293,000
- § Gas & Oil Increase = \$100,000
- § Police Officer/Mechanic =\$150,000
- § All other Expenses/Revenues hold constant

| Category                        | 2023 Budget Est (TID IN) |                   | 2023 Budget Est (TID OUT) |                   |
|---------------------------------|--------------------------|-------------------|---------------------------|-------------------|
| Taxes                           | \$                       | 11,933,273        | \$                        | 11,890,967        |
| Special Assessments             | \$                       | 4,685             | \$                        | 4,685             |
| Intergovernmental Revenues      | \$                       | 2,878,191         | \$                        | 2,878,191         |
| Licenses, Permits & Fees        | \$                       | 1,164,509         | \$                        | 1,164,509         |
| Fines, Forfeitures, & Penalties | \$                       | 168,500           | \$                        | 168,500           |
| Public Charges For Services     | \$                       | 1,989,961         | \$                        | 1,989,961         |
| Miscellaneous Revenues          | \$                       | 173,788           | \$                        | 173,788           |
| Other Revenues                  | \$                       | 4,000             | \$                        | 4,000             |
| Other Financing Sources         | \$                       | 107,000           | \$                        | 107,000           |
| <b>TOTAL REVENUES</b>           | <b>\$</b>                | <b>18,423,907</b> | <b>\$</b>                 | <b>18,381,601</b> |

| Category                        | 2023 Budget Expenses (EST) |                   | 2023 Budget Expense (EST) |                   |
|---------------------------------|----------------------------|-------------------|---------------------------|-------------------|
| Salaries & Wages                | \$                         | 8,815,865         | \$                        | 8,815,865         |
| Fringe Benefits                 | \$                         | 3,063,312         | \$                        | 3,063,312         |
| Operating Supplies and Expenses | \$                         | 6,887,779         | \$                        | 6,887,779         |
| Capital Items                   | \$                         | 198,400           | \$                        | 198,400           |
| Other Financing Uses            | \$                         | -                 | \$                        | -                 |
| <b>TOTAL EXPENDITURES</b>       | <b>\$</b>                  | <b>18,965,357</b> | <b>\$</b>                 | <b>18,965,357</b> |

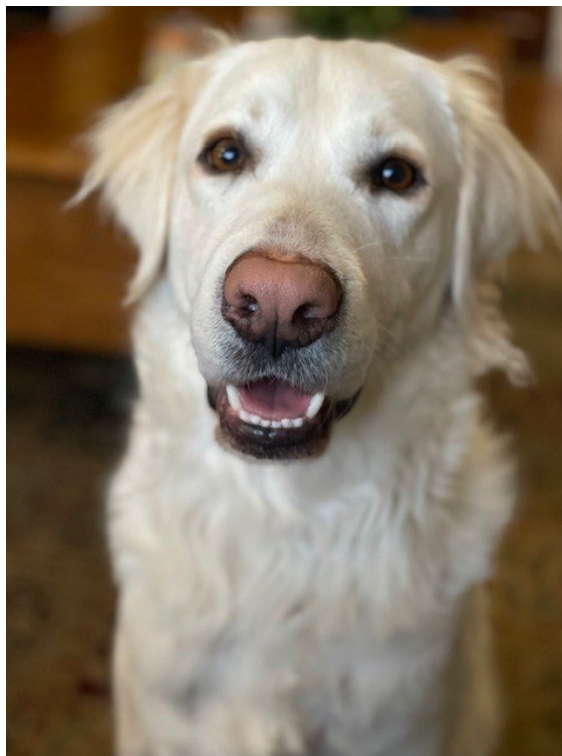
|                               |           |                  |           |                  |
|-------------------------------|-----------|------------------|-----------|------------------|
| <b>Revenues Less Expenses</b> | <b>\$</b> | <b>(541,450)</b> | <b>\$</b> | <b>(583,756)</b> |
|-------------------------------|-----------|------------------|-----------|------------------|

# Areas for Feedback

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- Acceptable Levy changes
  - TID IN/OUT
  - LEVY FREEZE
- Program service priorities
- Budget Goals





Thank You

**BUSINESS OF THE GERMANTOWN GENERAL GOVERNMENT  
& FINANCE COMMITTEE and VILLAGE BOARD**

MEETING DATE: June 20, 2022  
PLACEMENT New Business  
ITEM TITLE: Contract with CLA for Accounting Services  
SUBMITTED BY: Steven R. Kreklow, Village Administrator

SUMMARY EXPLANATION:

The Village has been using temporary accounting staff from CLA (CliftonLarsenAllen LLP) to provide assistance with year-end close for 2021 and support with providing information to the Village's auditors with Baker Tilly. Previously, the General Government & Finance Committee authorized a contract of up to \$15,000 to CLA for these services. Staff from CLA have been instrumental in helping us identify the sources of discrepancies in 2021 financial reports generated from our financial system and identifying adjusting entries that need to be made in the system to reconcile the reports.

I am requesting an increase in the CLA contract from \$15,000 to \$25,000 for additional accounting services including the following activities:

1. Completion of adjusting entries for 2021,
2. Completion of adjusting entries for 2022 year to date,
3. Completion of adjusting entries for remainder of 2022,
4. Identification of process and/or system improvements needed to eliminate need for future adjusting entries.

The adjusting entries are necessary to close the Village's books for 2021 and complete our annual audit. Getting caught up and keeping up with these entries during 2022 will help us complete the 2022 close and audit on a more timely basis. We were able to fund the initial \$15,000 for CLA services out of the Operating Supplies & Expenses budget. The \$10,000 for the additional services can be paid for out of the salary savings that we will realize from a vacant position in the Village Clerk's office.

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

RECOMMENDATION:

Approve a motion forwarding to the Village Board with a positive recommendation, the request to increase the contract with CLA for accounting services from \$15,000 to \$25,000.

ACTION BY Committee:

**VILLAGE BOARD**  
**GERMANTOWN, WI**

MEETING DATE: June 20, 2022

AGENDA ITEM: New Business

ITEM TITLE: RFP for Public Engagement Services for Richfield Utilities Referendum

SUBMITTED BY: Steven Kreklow, Village Administrator

SUMMARY EXPLANATION:

At our June 6<sup>th</sup> meeting, the Village Board directed staff to prepare a draft RFP for Public Engagement services for the Richfield Utilities referendum question planned for the November 8<sup>th</sup> election. The RFP provides background information on the referendum question, outlines the scope and deliverable for the project, defines the required proposal format and describes the evaluation process. If directed by the Village Board staff would distribute this RFP to a number of firms that have experience in this type of work, as well as posting the RFP on the Village website and social media.

While I do not have specific data, I estimate the cost of this communications effort to be between \$30,000 and \$60,000 depending on factors such as the type of printed materials desired, the number and type of direct mailing, and the number of in-person informational sessions. The Board could use \$40,000 in ARPA funds that were allocated to improve communication between the Village and residents, or the Board could use funds from the Village's available general fund balance which currently stands at over \$8 million.

Attached: Ordinance\_\_\_\_\_ Resolution\_\_\_\_\_ Other\_\_X\_\_

Recommendation:

Recommend the Village Board approve the attached RFP for Communication Consultant services.

Committee Action:



## **Request for Proposals**

### **Village of Germantown**

#### **Communication Consultant for Referendum**

##### **Introduction**

The Village of Germantown is located in the southeastern corner of Washington County. The Village borders the City of Mequon on the east, the Village of Menomonee Falls on the south, the Town of Jackson on the north and the Village Richfield on the west. The Village's current population is approximately 20,950 it covers roughly 35 square miles. A majority of the residential, commercial and industrial development is concentrated in the central-southern half of the Village. It is in this portion, served by the Germantown Sewer Utility and Milwaukee Metropolitan Sewerage District supplied with water from the Germantown Water Utility from municipal wells, that most development has occurred.

For the past two years, the Village of Germantown has been in negotiations with the Village of Richfield on an Intergovernmental Agreement for Germantown to provide sewer and water service to the Northeast Corridor of Richfield, an area immediately adjacent to Germantown at the Holy Hill Interchange with Highway 41. After considering the proposed agreement, the Germantown Village Board voted to put the question to referendum on the November 8<sup>th</sup> election.

The Village Board wishes to ensure that Germantown voters are provided with complete information in order to make an informed decision on how to vote on the issue. The Village Board does not want to advocate for a particular position on the referendum but would like all relevant information on the question presented professionally, fairly, and objectively.

The Village is issuing this RFP for the purpose of selecting the most qualified, competent, and experienced communication consultant to ensure that information sharing is done professionally resulting in a well-informed electorate before the election.

The deadline for proposal submission is 4:30 PM on Thursday July 14<sup>th</sup>. Proposals must be submitted electronically to Steven Kreklow, Village Administrator, at [skreklow@germantownwi.gov](mailto:skreklow@germantownwi.gov) by the deadline for consideration. Questions and requests for additional information, must be submitted to [skreklow@germantownwi.gov](mailto:skreklow@germantownwi.gov) by 4:30 PM on Monday July 11<sup>th</sup>.

The Village Board will review all proposals and intends to enter into an agreement with the selected firm by Monday July 18<sup>th</sup>.

## **Scope of Work & Deliverables**

The Village of Germantown is seeking the services of an experienced communication consultant to proceed with outreach and educational efforts to educate the electorate about the potential agreement to provide sewer and water service to the Northeast Corridor of the Village of Richfield. The Village has identified the following items in the scope of work, but interested consultants are invited to make recommendations for any alternate or additional activities that in their professional opinion would be helpful or necessary to adequately inform the electorate on this issue. Any additional or alternate activities should be submitted in a separate document and labeled as such.

- Work with Village staff to compile information and create educational materials that effectively present all benefits, costs, risks and opportunities related to the potential agreement with Richfield. These materials will be published on the Village's website and may be shared with the community through direct mail.
- Develop and implement a significant outreach and educational effort within the community including presentations, media outreach, direct mail, social media, information sessions and any other efforts to ensure the education of the electorate prior to the November 8<sup>th</sup> election.

The anticipated start date of the project is August 1, 2022.

## **Proposal Format**

1. Letter of Transmittal introducing the firm and nature of proposal, highlighting what sets your firm apart from other firms that provide a similar service (2-page limit).
2. Resumes of principal-in-charge and key technical/professional personnel to be assigned to the project, showing strength of experience.
3. Program of work satisfying the requirements of the Scope of Services, including detailed tasks and anticipated deliverables. Description of the overall approach to ensuring success in communicating the need for public safety staffing.
4. Past project work on similar projects that your firm has completed, highlighting experience and qualifications.
5. Provide a schedule, describing self-monitoring progress and meeting schedule milestones, and a proposed schedule for each task/scope item, including the optional community survey and any other recommendations and alternate activities.
6. Supply name, phone number, and/or email for three references who will attest to your firm's ability to undertake and complete projects similar to this on time and within budget. Provide a description of the work performed for each reference.
7. The cost of the proposed services should be formatted in a "not to exceed" lump sum amount for completing the efforts, including meetings your firm anticipates needing with involved parties. Also include hourly rates and anticipated time and materials needed. Include a separate cost in the same format for the optional community survey and any other recommendations and alternative activities.
8. Provide samples of previous deliverables including, marketing materials, direct mail, and examples of projects completed within the scheduled timeframe.

**Evaluation and Selection Process:**

The Village will review the qualifications of the respondents and the cost proposals, and uniformly evaluate them. Under the terms of this RFP, the services shall only be provided by organizations or individuals who are properly qualified to perform the work. The Village will review all proposals received by the deadline. If the Village desires additional information or a presentation, an interview may be scheduled.

The Village specifically reserves the right to reject any or all proposals, to waive any proposal requirements, to investigate the qualifications of any proposal, to obtain new proposals, or to proceed to have the service provided in any way the Village deems appropriate.