

MEETING:	REGULAR MEETING OF THE VILLAGE BOARD
DATE AND TIME:	Monday, December 16, 2024 7:00 PM
LOCATION:	Germantown Village Hall Board Room N112 W17001 Mequon Road

MINUTES

- 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.*

Village President Dean Wolter called the Village Board meeting to order at 7:14 PM.

II. **ROLL CALL:**

Present: Trustee David Baum, Trustee Terri Kaminski, Trustee Rick Miller, Trustee Robert Warren, Trustee Jolene Pieper, Trustee Jan Miller, President Dean Wolter, Trustee Meg Cutts

Excused: Trustee Phil Hudson

Also Present: Village Attorney Brian Sajdak, Village Administrator Steve Kreklow, Village Clerk Donna Ott, Public Works Director Matthew Mortwedt, Community Development Director Jeff Retzlaff, Associate Planner Jordan Yanke, Park & Recreation Director Gil Standridge

III. **PLEDGE OF ALLEGIANCE:**

IV. **PRESIDENT'S REPORT:**

President Wolter spoke about tax bills and upcoming holidays, and asked for a moment of silence regarding the school shooting in Madison, WI.

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

Trustees provided dates and times of upcoming meetings.

Trustee Jan Miller thanked those that came out to support the Windsong subdivision's Luminary Night.

- VI. **CITIZEN INPUT:** *(Please be advised per 19.84(2) that information and comment will be received from the public. It is the policy of this municipality that public input be limited to a three (3) minute period per person with a time extension granted at the*

discretion of the Chairperson. Be advised that there may be limited discussion of the information received but no action will be taken under public comments.)

Melanie Smythe (N140W17938 Cedar Ln) spoke regarding contracts/RFPs, shortening Village Board meetings, the process of making motions in committee meetings, the vacant trustee position, and New Business Item F (OneEnergy Development, LLC, Certified Survey Map).

Sarah Larson (W159N9737 Butternut Rd) spoke regarding the Public Hearing, New Business Item F (OneEnergy Development, LLC, Certified Survey Map), the vacant trustee position, closed session items, and New Business Item L (Administrator 2024 Performance Review).

Scott Hefle (W159N10514 Old Farm Rd) spoke regarding New Business Item B (2025-2025 SAFEbuilt Inspection Services contract), Kwik Trip relocation, New Business Item F (OneEnergy Development, LLC, Certified Survey Map), New Business Item H (2025 4th of July Activities, and Chief Snow's retirement.

VII. CONSENT AGENDA:

Motion: Approve Items A-I as presented

Motioned By: Trustee Baum

Seconded By: Trustee Warren

Request: Pull Item G for Discussion

Requested By: Trustee Jan Miller

Amended Motion: Approve Items A-F, I

Yes: Trustee Baum, Trustee Kaminski, Trustee Rick Miller, Trustee Warren, Trustee Pieper, Trustee Jan Miller, President Wolter, Trustee Cutts

No: None

Abstain: None

Motion Carried by Roll Call Vote (Yes 8, No 0, Abstained 0)

Motion: Approve Item G

Motioned By: Trustee Jan Miller

Seconded By: Trustee Rick Miller

Yes: Trustee Baum, Trustee Kaminski, Trustee Rick Miller, Trustee Warren, Trustee Pieper, Trustee Jan Miller, President Wolter, Trustee Cutts

No: None

Abstain: None

Motion Carried by Roll Call Vote (Yes 8, No 0, Abstained 0)

A. Minutes: December 2, 2024

- B. Award of a professional services agreement with Foth for an amount not to exceed \$72,000 for construction administration and inspection services related to generator replacements at Wells 2 and 7.
- C. Approval of a change order to JH Hassinger for an amount not to exceed \$30,000 for cold weather work conditions on Well 12 construction.
- D. Approval for a blanket PO not to exceed \$100,000.00 with Merton-Franier for the purchase of water meters.
- E. Award of a professional services agreement with Wachtel Tree Science for an amount not to exceed \$20,000 for Village Forester and tree consulting services.
- F. Approval to purchase two fabricated fall protection ladders from RARE Specialties at Wells 3 and 11 for an amount not to exceed \$15,840.00.
- G. Approval of the 2025 Village of Germantown Labor and Equipment Rates.
- H. Dispatch Bonuses
- I. Purchase of Squad

VIII. UNFINISHED BUSINESS

IX. PUBLIC HEARINGS:

- A. Public Facilities Needs Assessment for parks, library and water impact fees and the amendment to the Village's existing ordinance imposing public facilities impact fees under Section 66.0617 of the Wisconsin Statutes.

Village Administrator Kreklow led discussion on this item. Jon Cameron of Ehlers presented the Public Facilities Needs Assessment and was available to answer questions.

President Wolter opened the Public Hearing at 7:51PM.

Melanie Smythe (N140W17938 Cedar Ln) spoke in opposition to the proposed increase in public facilities impact fees.

President Wolter closed the Public Hearing at 7:53PM.

X. NEW BUSINESS:

A. Resolution Honoring Police Chief Mike Snow Upon His Retirement From Village Service

Village President Wolter read aloud the Proclamation honoring Police Chief Mike Snow upon his retirement.

Chief Snow thanked his team and his colleagues at the department, the Village Board, Administrator Kreklow, the community and his wife.

Motion: Approve Resolution as presented

Motioned By: Trustee Pieper

Seconded By: Trustee Kaminski

Yes: Trustee Baum, Trustee Kaminski, Trustee Rick Miller, Trustee Warren, Trustee Pieper, Trustee Jan Miller, President Wolter, Trustee Cutts

No: None

Abstain: None

Motion Carried by Voice Vote (Yes 8, No 0, Abstained 0)

B. Revisions to 2025-2026 Contract for SAFEbuilt Inspection Services

Motion: Approve as presented

Motioned By: Trustee Baum

Seconded By: Trustee Kaminski

Yes: Trustee Baum, Trustee Kaminski, Trustee Rick Miller, Trustee Warren, Trustee Pieper, President Wolter, Trustee Cutts

No: Trustee Jan Miller

Abstain: None

Motion Carried by Roll Call Vote (Yes 7, No 1, Abstained 0)

C. 2025 Permit Fee Schedule-Inspection Services

Motion: Approve as presented

Motioned By: Trustee Baum

Seconded By: Trustee Pieper

Yes: Trustee Baum, Trustee Kaminski, Trustee Rick Miller, Trustee Warren, Trustee Pieper, Trustee Jan Miller, President Wolter, Trustee Cutts

No: None

Abstain: None

Motion Carried by Roll Call Vote (Yes 8, No 0, Abstained 0)

D. Filling Vacancy in the Office of District 4 Trustee

Motion: Leave the office vacant until it can be filled through a special election

Motioned By: Trustee Jan Miller

Seconded By: Trustee Baum

Yes: Trustee Baum, Trustee Kaminski, Trustee Rick Miller, Trustee Pieper, Trustee Jan Miller, President Wolter, Trustee Cutts

No: Trustee Warren

Abstain: None

Motion Carried by Voice Vote (Yes 7, No 1, Abstained 0)

E. Jeff Osgood, Agent for Kwik Trip, Inc., and Ben Venue Properties, Property Owner, N112W18741 Mequon Road (former PNC Bank). Kwik Trip Convenience Store Relocation from W188N10963 Maple Road. Rezoning from B-3 to B-5 and Conditional Use Permit (CUP) applications.

Motion 1: Approve Kwik Trip relocation as presented

Motioned By: Trustee Pieper

Seconded By: Trustee Baum

Motion 2: Amend Motion 1 to direct Village staff and applicant to determine which party will pay for improvements to the Klienmann Dr/Maple Rd and Maple Rd/Lannon Rd intersections before final acceptance of the project, if necessary

Motioned By: Trustee Baum

Seconded By: Trustee Warren

Yes: Trustee Baum, Trustee Warren, Trustee Cutts

No: Trustee Kaminski, Trustee Rick Miller, Trustee Pieper, Trustee Jan Miller, President Wolter

Abstain: None

Motion 2 Failed by Voice Vote (Yes 3, No 5, Abstained 0)

Motion 3: Postpone for further discussion

Motioned By: Trustee Baum

Seconded By: Trustee Warren

Yes: Trustee Baum, Trustee Rick Miller, Trustee Warren, Trustee Jan Miller, President Wolter, Trustee Cutts

No: Trustee Kaminski, Trustee Pieper

Abstain: None

Motion 3 Carried by Voice Vote (Yes 6, No 2, Abstained 0)

F. OneEnergy Development, LLC, Agent for Wayne Lutynski, Property Owner. Certified Survey Map (CSM) to combine existing parcels into one (1) lot. Property located at approximately N132W18100 Rockfield Road.

Motion: Approve the Certified Survey Map, subject to two conditions: 1) All technical issues and corrections identified by the Village Surveyor (see September 14, 2024, memo from Bob Beilfuss, PLS) shall be addressed and reflected in a revised CSM reviewed and approved by Village staff prior to recording; and 2) The CSM be revised to denote a front setback of 60' in accordance with the A-1 District. Any pre-existing structures found to be within this setback shall be noted as "nonconforming" on the CSM.

Motioned By: Trustee Jan Miller

Seconded By: Trustee Baum

Yes: Trustee Baum, Trustee Rick Miller, President Wolter

No: Trustee Kaminski, Trustee Warren, Trustee Pieper, Trustee Jan Miller, Trustee Cutts

Abstain: None

Motion Failed by Roll Call Vote (Yes 3, No 5, Abstained 0)

G. An Ordinance Repealing and Recreating Section 3.14 of the Municipal Code of Germantown Relating to the Imposition of Impact Fees

Motion: Approve as presented

Motioned By: Trustee Baum

Seconded By: Trustee Rick Miller

Yes: Trustee Baum, Trustee Kaminski, Trustee Rick Miller, Trustee Warren, Trustee Jan Miller, President Wolter, Trustee Cutts

No: None

Abstain: None

Not Present for Vote: Trustee Pieper

Motion Carried by Roll Call Vote (Yes 7, No 0, Abstained 0)

H. 2025 4th of July Activities

Motion: Table this item until the January 20, 2025, Village Board meeting

Motioned By: Trustee Pieper

Seconded By: Trustee Rick Miller

Yes: Trustee Baum, Trustee Kaminski, Trustee Rick Miller, Trustee Pieper, Trustee Jan Miller, President Wolter, Trustee Cutts

No: Trustee Warren

Abstain: None

Motion Carried by Voice Vote (Yes 7, No 1, Abstained 0)

I. Renewal of Vermont Systems Contract

Motion: Approve as presented

Motioned By: Trustee Baum

Seconded By: Trustee Kaminski

Yes: Trustee Baum, Trustee Kaminski, Trustee Rick Miller, Trustee Warren, Trustee Pieper, Trustee Jan Miller, President Wolter, Trustee Cutts

No: None

Abstain: None

Motion Carried by Roll Call Vote (Yes 8, No 0, Abstained 0)

J. Transplant Contract Renewal with Optum RX

Motion: Approve as presented

Motioned By: Trustee Kaminski

Seconded By: Trustee Baum

Yes: Trustee Baum, Trustee Kaminski, Trustee Rick Miller, Trustee Warren, Trustee Pieper, Trustee Jan Miller, President Wolter, Trustee Cutts

No: None

Abstain: None

Motion Carried by Roll Call Vote (Yes 8, No 0, Abstained 0)

K. Tyler Munis Contract Renewal

Motion: Approve as presented

Motioned By: Trustee Baum

Seconded By: Trustee Jan Miller

Yes: Trustee Baum, Trustee Kaminski, Trustee Rick Miller, Trustee Warren, Trustee Jan Miller, President Wolter, Trustee Cutts

No: Trustee Pieper

Abstain: None

Motion Carried by Roll Call Vote (Yes 7, No 1, Abstained 0)

L. Administrator 2024 Performance Review. The Village Board May Enter into Closed Session per Wis Stat § 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, and then may reconvene into open session to take such action as it deems appropriate.

Motion: Enter into Closed Session with the Village Administrator in attendance

Motioned By: Trustee Baum

Seconded By: Trustee Rick Miller

Yes: Trustee Baum, Trustee Kaminski, Trustee Rick Miller, Trustee Warren, Trustee Pieper, Trustee Jan Miller, President Wolter, Trustee Cutts

No: None

Abstain: None

Motion Carried by Roll Call Vote (Yes 8, No 0, Abstained 0)

The Village Board entered into Closed Session at 9:46PM.

Motion: Return to Open Session (10:07 PM)

Motioned By: Trustee Pieper

Seconded By: Trustee Kaminski

Yes: Trustee Baum, Trustee Kaminski, Trustee Rick Miller, Trustee Warren, Trustee Pieper, Trustee Jan Miller, President Wolter, Trustee Cutts

No: None

Abstain: None

Motion Carried (Yes 8, No 0, Abstained 0)

Motion: Increase the salary of the Village Administrator by 3% based on his 2024 performance and achievement of the performance objectives set by the Village Board

Motioned By: Trustee Pieper

Seconded By: Trustee Baum

Yes: Trustee Baum, Trustee Kaminski, Trustee Rick Miller, Trustee Warren, Trustee Pieper, President Wolter, Trustee Cutts

No: Trustee Jan Miller

Abstain: None

Motion Carried (Yes 7, No 1, Abstained 0)

XI. ADJOURNMENT:

Village President Wolter adjourned the Village Board meeting at 10:11 PM.