MEETING:	**REGULAR MEETING OF THE VILLAGE BOARD**
DATE & TIME:	**Monday, March 3, 2025 at 7:00 PM**
LOCATION:	**Germantown Village Hall Board Room** **N112 W17001 Mequon Road**

Any member of the body and/or citizen may attend the meeting virtually through the WebEx platform, Meeting **#:2551 455 8667** Password: **ywM4qU5krp2** which can be accessed by phone at **408-418-9388** or by clicking the link below: **https://villageofgermantown.my.webex.com/villageofgermantown.my/j.php?MTID=m49bcd70fc98c6f1696315d2744b3586a**

Citizens not wishing to attend the meeting personally or virtually may submit any public comments by sending an email to **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 VillageBoard Meeting Videos can be viewed at **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. SWEARING IN OF SERGEANT JEREMY PETERSON

V. PRESIDENT'S REPORT:

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

VII. 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.)*

VIII. CONSENT AGENDA:

A. Minutes: February 17, 2025

B. Application for Temporary Class "B" / "Class B" Retailer's License - Kiwanis of Germantown, Taste of Germantown, 07/24/2025

C. Application for Temporary Class "B" / "Class B" Retailer's License - Mid-Moraine Municipal Association Dinner at Germantown Senior Center, 03/26/2025

D. Approval for a blanket PO not to exceed $150,000 with Capital Data for the purchase & installation of computers for the Windows 11 upgrade

E. ToughBook Computer Purchase

IX. UNFINISHED BUSINESS:

X. PUBLIC HEARINGS:

XI. NEW BUSINESS:

A. Briohn Design Group, Agent for TDC Willow Creek LLC, Property Owner, N102 W19200 Willow Creek Way; Certified Survey Map (CSM) Application to Divide and Convey 2.67 acres containing a Storm Water Management Basin from the Village of Germantown to TDC Willow Creek LLC.

B. Setting of Pay for Police Chief Pat Merten

C. Contract for Demolition of Buildings on the "Flower Source" Site W156 N11116 Pilgrim Road

D. A Resolution Establishing the Fee for Outdoor Entertainment Permits

E. An Ordinance to Amend Section 9.02 of the Germantown Municipal Code to Allow Hunting Within Wilderness Park

F. An Ordinance to Amend Section 12.26 of the Germantown Municipal Code Related to the Weights and Measures License

G. An Ordinance to Amend Section 1.30(2)(b) of the Germantown Municipal Code Related to Secretary of the Board of Zoning Appeals

H. 2024 Germantown Community Library Annual Report

I. Administrator Setting 2025 Performance Goals. 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.

XII. 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)250-4745 at least 2 days prior to the meeting.

Notice is given that a majority of the Economic Development Committee, Utility Advisory Committee, Tourism Commission, and/or Senior Advisory Committee may attend this meeting to gather information about an item over which they have decision-making responsibility. This may constitute a meeting of these bodies per State ex rel.Badke v Greendale Village Board, even though these bodies will not take formal action at this meeting.

MEETING:	**REGULAR MEETING OF THE VILLAGE BOARD**
DATE AND TIME:	**Monday, February 17, 2025 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 Wolter called the Village Board meeting to order at 7:00 PM.

II. ROLL CALL:

Present: Trustee David Baum, Trustee Terri Kaminski (via WebEx), Trustee Rick Miller, Trustee Robert Warren, Trustee Jolene Pieper (via WebEx), Trustee Jan Miller, President Dean Wolter, Trustee Meg Cutts
Also Present: Village Administrator Steve Kreklow (via WebEx), Village Attorney Brian Sajdak, Village Clerk Donna Ott, Finance Director Matthew Uselding, Support Services Manager Erin Hirn, Community Development Director Jeff Retzlaff, Public Works Director Matthew Mortwedt, Associate Planner Jordan Yanke

III. PLEDGE OF ALLEGIANCE:

IV. PRESIDENT'S REPORT:

Village Clerk Ott provided updates regarding the Special and Spring Primary Election occurring on February 18th.

Village President Wolter announced the Germantown Community Scholarship Fund Dinner and Auction on February 20th The Florian.

V. APPOINTMENTS OF BOARD, COMMITTEE, OR COMMISSION MEMBERS:

A. Ethics Board

Motion: Approve the appointment of William Neureuther to the Ethics Board
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

DRAFT

No: None
Abstain: None

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

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

Trustees provided dates and times of upcoming events and meetings, including an upcoming Germantown K9 fundraising event at Bub's Irish Pub on February 23rd.

VII. 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.)*

Lynne Schauer Bednarz (W156N10121 Pawnee Ct) spoke regarding the budget and spending.

Melanie Smythe (N140W17938 Cedar Ln) spoke regarding the Village Center and proposed solar farm.

Greg Young (W160N9693 Colonial Dr) spoke regarding the 2050 Plan.

Scott Hefle (W159N10514 Old Farm Rd) spoke regarding public safety referendum funds, Village Center, and apartments.

Larry Dillon (N109W15522 Lyle Ln) spoke regarding residential housing and the Village Center.

Troy Wetterau (W130N11414 Equine Tr) spoke regarding Item F (OneEnergy Development, LLC, Certified Survey Map).

VIII. CONSENT AGENDA:

Motion: Approve Consent Agenda Items A-H as presented
Motioned By: Trustee Baum
Seconded By: Trustee Rick Miller

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)

DRAFT

A. Minutes: February 3, 2025

B. Purchase a replacement all in one gate valve turner/Power Vac from Envirotech Equipment in the amount not to exceed $89,595.00.

C. Approval of center and edge-line striping services with Washington County for approximately $65,000.

D. Authorization of a blanket purchase order to Enercon for material processing at the Residential Yard Waste Facility in an amount not to exceed $30,400.00.

E. Adoption of a Revised Sanitary Sewer Service Area.

F. Award of the library access control project to O&W Communications for an amount not to exceed $64,640.00.

G. Award of the Village Hall fire alarm system upgrade project to O&W Communications for an amount not to exceed $29,055.00.

H. Award of the Goldendale Booster Station security system installation to O&W Communications for $23,255.00.

IX. UNFINISHED BUSINESS:

X. PUBLIC HEARINGS:

XI. NEW BUSINESS:

A. Award of a professional services agreement with various consultants to perform culvert and stormwater design as part of the Division Road, 2025 Road Program, and ARIP projects.

Motion: Approve as presented:

- Contract with M2 for the Culvert Design at the Menomonee River and Pleasant View Drive in the amount of $19,200.
- Contact with raSmith for the Culvert Design at Wagon Trail at the Jefferson Ditch (Alt Bauer Park) in the amount of $20,077.
- Contract with Kapur for storm sewer and drainage design at Tributary to Jefferson Ditch at Hawthorne and Lilac Lane in the amount of $34,870.
- Contact with raSmith for culvert design near Revere Lane at Division Road in the amount of $21,541.

DRAFT

Motioned By: Trustee Baum
Seconded By: Trustee Pieper

Yes: Trustee Baum, Trustee Kaminski, Trustee Pieper, Trustee Jan Miller, President Wolter
No: Trustee Rick Miller, Trustee Warren, Trustee Cutts
Abstain: None

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

B. An ordinance to create Municipal Code Section 1.331 regarding a Tree Advisory Board and Amend Section 1.215 related to Village Forester Duties.

Motion: Approve as presented
Motioned By: Trustee Baum
Seconded By: Trustee Jan 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 Voice Vote (Yes 8, No 0, Abstained 0)

C. An Ordinance to Amend Section 1.064 of the Germantown Municipal Code Related to the Membership of and Vote Required for Actions Taken By the Ethics Board

Motion: Approve as presented
Motioned By: Trustee Pieper
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 Voice Vote (Yes 8, No 0, Abstained 0)

Motion: Discuss New Business Item E before New Business Item D
Motioned By: Trustee Jan Miller
Seconded By: Trustee Warren

Yes: Trustee Baum, Trustee Kaminski, Trustee Rick Miller, Trustee Warren, Trustee Pieper, Trustee Jan Miller, President Wolter, Trustee Cutts
No: None
Abstain: None

DRAFT

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

E. Place Revenue from the 2024 Public Safety Referendum in a Restricted Fund to Be Used Only for Police and Fire Expenses.

Finance Director Uselding led discussion on this item. No action was taken.

D. Strategy Concerning Acquisition of Properties Located Generally at the Southeast Corner of Mequon and Pilgrim Road in the Village's Village Center District. The Village Board may convene 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.

The Village Board chose to remain in Open Session for this item. Trustee Baum recused himself from this item.

Community Development Director Retzlaff led discussion on this item. Bailey Copeland with Copeland Companies and Phil Cossun with Ehlers provided presentations.

Motion: Direct staff to proceed with the closing in all three parcels
Motioned By: Trustee Rick Miller
Seconded By: Trustee Warren

Yes: Trustee Kaminski, Trustee Rick Miller, Trustee Warren, Trustee Pieper, President Wolter
No: Trustee Jan Miller, Trustee Cutts
Abstain: Trustee Baum

Motion Carried by Roll Call Vote (Yes 5, No 2, Abstained 1)

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. The Village Board may convene into closed session pursuant to Wis. Stat. § 19.85(1)(g) 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 in open session to take such action as it deems necessary.

Motion: Enter into Closed Session with the Village Attorney, Community Development Director, and Associate Planner in attendance
Motioned By: Trustee Rick Miller
Seconded By: Trustee Warren

DRAFT

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)

XII. ADJOURNMENT:

The Village Board did not return to Open Session. President Wolter adjourned the Village Board meeting at 10:05 PM.

DRAFT

Receipt in Mark's name

Form **AB-220**

Temporary Alcohol Beverage License

Municipality: Village of Germantown

License(s) Requested	Fees	
☑ Temporary "Class B" Wine ☑ Temporary Class "B" Beer	License Fees	$ 10.00
	Background Check	$
	Total Fees	$ 10.00

Part A: Organization Information

1. Organization Name: Kiwanis of Germantown
2. Organization Permanent Address: PO Box 531
3. City: Germantown
4. State: WI
5. Zip Code: 53022
6. Mailing Address (if different from permanent address): same as above
7. FEIN: 39-1341812
8. Date of Organization/Incorporation: 01/01/78
9. State of Organization/Incorporation: Wisconsin
10. Phone: (414) 810-8738
11. Email: schroedermark20@gmail.com
12. Organization type *(check one)*
    - ☑ Bona Fide Club
    - ☐ Church
    - ☐ Fair Association/Agricultural Society
    - ☐ Veteran's Organization
    - ☐ Lodge/Society
    - ☐ Chamber of Commerce or similar Civic or Trade Organization under ch. 181, Wis. Stats.
13. Is this organization required to hold a Wisconsin Seller's permit? ..... ☐ Yes ☑ No
14. Wisconsin Seller's Permit Number (if applicable):

Part B: Individual Information

List the name, title, and phone number for all officers, directors, and agent of the organization. Include an Individual Questionnaire (Form AB-100) for each person listed below. Attach additional sheets if necessary.

Corporations must also include Alcohol Beverage Appointment of Agent (Form AB-101).

Last Name	First Name	Title	Phone
Barney	Tom	President	[redacted]
Schroeder	Mark	Vice-President	[redacted]
Green	Elizabeth	Secretary	[redacted]
Barnes	Jim	Treasurer	[redacted]

Continued →

Part C: Event Information

1. Name of Event (if applicable)
Taste of Germantown

2. Dates of Operation
Thursday, July 24, 2025

3. Hours of Operation
5:00 pm to 9:00 p.m.

4. Premises Address
Firemen's Park W162 N11870 Park Avenue

5. City
Germantown

6. State
WI

7. Zip Code
53022

8. County
Washington

9. Governing Municipality ☐ City ☐ Town ☑ Village of: Germantown

10. Aldermanic District

11. Organizer of Event (if not the named applicant)
Elizabeth Green

12. Email and/or Phone Number for Organizer of Event
[redacted]

13. Organizer Website
www.gtownkiwanis.org

14. Event Website
same

15. Premises Description - Describe the building or buildings and any outside areas where alcohol beverages and records are sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary.

While the event utilizes all of Firemen's Park, the beer, wine and soda are sold served out of the park pavilion next to the Gehl's Performaing Arts Pavilion on the north end of the park.

Records kept in pavilion or Kiwanis trailer on site
Consumed: in park.

Part D: Attestation

Who must sign this application?

- one officer or director of the nonprofit organization

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant organization and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate according to the law, including but not limited to, purchasing alcohol beverages from Wisconsin-permitted wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000 if convicted.

Last Name
Schroeder

First Name
Mark

M.I.
A

Title
Vice President

Email
[redacted]

Phone
[redacted]

Signature
Mark A. Schroeder

Date
2/17/25

Part E: For Clerk Use Only

Date Application Was Filed With Clerk

License Number

Date License Granted

Date License Issued

Signature of Clerk/Deputy Clerk

Form
AB-220

Temporary Alcohol Beverage License

Municipality

License(s) Requested	Fees	
☑ Temporary "Class B" Wine ☑ Temporary Class "B" Beer	License Fees	$ 10.00
	Background Check	$
	Total Fees	$

Part A: Organization Information

1. Organization Name
Mid-Moraine Municipal Association

2. Organization Permanent Address
N161W19031 Oakland Dr.

3. City	4. State	5. Zip Code
Jackson	WI	53037

6. Mailing Address (if different from permanent address)
Same

7. FEIN	8. Date of Organization/Incorporation	9. State of Organization/Incorporation
	01/02/85	WI.

10. Phone	11. Email
(262) 707-9370	mid-moraine@charter.net

12. Organization type *(check one)*

☐ Bona Fide Club ☐ Church ☐ Fair Association/Agricultural Society ☐ Veteran's Organization
☐ Lodge/Society ☑ Chamber of Commerce or similar Civic or Trade Organization under ch. 181, Wis. Stats.

13. Is this organization required to hold a Wisconsin Seller's permit? ..... ☐ Yes ☑ No

14. Wisconsin Seller's Permit Number (if applicable)
--

Part B: Individual Information

List the name, title, and phone number for all officers, directors, and agent of the organization. Include an Individual Questionnaire (Form AB-100) for each person listed below. Attach additional sheets if necessary.

Corporations must also include Alcohol Beverage Appointment of Agent (Form AB-101).

Last Name	First Name	Title	Phone
Mittelsteadt	Scott	Executive Director	[redacted]

Continued →

Part C: Event Information

1. Name of Event (if applicable)	Min-Moraine Dinner Meeting
2. Dates of Operation	03/26/25
3. Hours of Operation	6-9pm
4. Premises Address	W162N11960 Park Ave.
5. City	Germantown
6. State	WI
7. Zip Code	53022
8. County	Washington
9. Governing Municipality	☐ City ☐ Town ☑ Village of:
10. Aldermanic District	
11. Organizer of Event (if not the named applicant)	Scott Mittelsteadt
12. Email and/or Phone Number for Organizer of Event	mid-moraine@charter.net
13. Organizer Website	Under Construction
14. Event Website	

15. Premises Description - Describe the building or buildings and any outside areas where alcohol beverages and records are sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary.

Germantown Senior Center will be the Venue for our Dinner Meeting which includes a 30 Minute Cash Bar

Part D: Attestation

Who must sign this application?

- one officer or director of the nonprofit organization

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant organization and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate according to the law, including but not limited to, purchasing alcohol beverages from Wisconsin-permitted wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000 if convicted.

Last Name: Mittelsteadt	First Name: Scott	M.I.: A
Title: Executive Director	Email: mid-moraine@charter.net	Phone: [redacted]
Signature:	Date: 02/26/25	

Part E: For Clerk Use Only

Date Application Was Filed With Clerk	License Number
Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk	

Form
AB-100

Alcohol Beverage Individual Questionnaire

Date 02/26/2025

All individuals involved in the alcohol beverage business must complete this form, including:

- sole proprietor
- all partners of a partnership
- all officers, directors, and agent of a corporation or nonprofit organization
- members and agent of a limited liability company

Your alcohol beverage application or renewal is not complete until all required Individual Questionnaires are submitted.

Part A: Business Information

1. Legal Business Name (individual name if sole proprietor)
Min-Moraine Municipal Association

2. Business Trade Name or DBA
Same

3. Entity Type *(check one)*
☐ Sole Proprietor ☐ Partnership ☐ Limited Liability Company ☐ Corporation ☑ Nonprofit Organization

Part B: Individual Information

1. Last Name	2. First Name	3. M.I.
Mittelsteadt	Scott	A

4. Relationship to Business (Title)	5. Email	6. Phone
Executive Director	mid-moraine@charter.net	[redacted]

7. Home Address
[redacted]

8. City	9. State	10. Zip Code	11. Date of Birth
[redacted]	[redacted]	[redacted]	[redacted]

12. Drivers License/State ID Number	13. Drivers License/State ID State of Issuance
[redacted]	[redacted]

Part C: Address History

1. Do you currently reside in Wisconsin? ☑ Yes ☐ No

If yes to 1 above, how long have you continuously lived in Wisconsin prior to the date of application?

Years	Months
45	

2. List in chronological order all of your addresses within the last 5 years. Attach additional sheets if necessary.

Previous Address	City	State	Zip Code
Above Address for 15 years			
Previous Address 2			
Previous Address 3			
Previous Address 4			
Previous Address 5			

3. List all states and counties you have lived in as an adult. Attach additional sheets if necessary.

State	County	State	County	State	County	State	County
WI	Milwaukee	WI	Outagamie				
IA	Polk	WI	Washington				

Continued →

Part D: Criminal History

1. Have you ever been convicted of any offenses (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or of any county or municipal ordinances?..... ☐ Yes ☑ No

If yes to question 1, please list details of each conviction below. Attach additional sheets as needed.

Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed	Was sentence completed?..... ☐ Yes ☐ No	
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed	Was sentence completed?..... ☐ Yes ☐ No	
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed	Was sentence completed?..... ☐ Yes ☐ No	

2. Are charges for any offenses currently pending against you (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or any county or municipal ordinances?..... ☐ Yes ☑ No

If yes to question 2, describe nature and status of pending charges using the space below. Attach additional sheets as needed.

Part E: Attestation

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I certify that I am not prohibited from participating in this business due to any involvement in another tier of the alcohol beverage industry as a restricted investor. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000 if convicted.

Signature	Date
	02/26/2025

BUSINESS OF THE VILLAGE BOARD

MEETING DATE: March 3, 2025

PLACEMENT: Action Item

ITEM TITLE: Approval for a blanket PO not to exceed $150,000 with Capital Data for the purchase & installation of computers for the Windows 11 upgrade

SUBMITTED BY: Erin Hirn, Support Services Manager

SUMMARY EXPLANATION:

This item was approved as a Capital Project in the 2025 budget. There will be a Windows 11 upgrade where support for Windows 10 or earlier will end as of October 14, 2025. There are many village machines that cannot support windows 11 and therefore need to be replaced within this timeframe in order to continue receiving security updates and technical support.

ATTACHMENT:

STAFF RECOMMENDATION:

Staff recommends that the General Government & Finance Committee approve the open PO not to exceed $150,000 with Capital Data for the Windows 11 Capital Project

ACTION BY Committee:

BUSINESS OF THE PUBLIC SAFETY COMMITTEE

GERMANTOWN, WI

MEETING DATE: February 3, 2025

AGENDA ITEM: Action Item

ITEM TITLE: Panasonic Toughbook Purchase

SUBMITTED BY: Captain Patrick Merten

SUMMARY EXPLANATION:

I am requesting to replace 7 Toughbook computers for our patrol fleet that are 10 years old. There are 8 squad computers that were purchased in 2015. We have had some issues and replaced other problem computers over the last 3-4 years when they did not work anymore. This purchase will replace almost all of our old computers. I received 3 quotes from different venders, ranging from $29,561.00 to $34,718.04.
The quotes included; computer, warranty, printer, and cables. Baycom came in at $29,561.00 with the model of computer and features that we requested. We have done business with Baycom in the past when we have bought computers and equipment and believe the partnership we have developed is important.
I have also include to 2 docking stations to be used to replace 2 older units, along with 2 new desktop docks for universal use in the station. The 2 power supplies are needed in conjunction with the squad docking stations. This quote was for $1,974.00.
Total =$31,535.00

This purchase will be coming out of the General Fund of the police department that was approved for the 2025 budget under account #10541000 591000 – PD Misc Equipment.

ATTACHMENT: ORDINANCE___ RESOLUTION_____ OTHER__X__

Quote for computers from Baycom.

RECOMMENDATION:

.

To accept the quote from Baycom for the 7 computers, printers, and cables to replace 7 aging Toughbook computers for $29,561.00 and $1,974.00 for the docks and power supplies.

BAYCOM A Lifeline in the Moments that Matter

SAM COLUCCI
2040 RADISSON ST.
GREEN BAY, WI 54302
PHONE: 920-544-4311
FAX: 920-468-8615
scolucci@baycominc.com

GERMANTOWN POLICE DEPT.
PAT MERTEN
N112 W16877 MEQUON RD.
GERMANTOWN, WI 53022
1/28/2025
262-253-7780
pmerten@germantownpolicewi.gov

QUOTE NO. SC20250128C

PRICING AND FINANCIAL OPTIONS SPECIFIC TO THIS OFFERING:
EQUIPMENT DETAILS AND PRICING

QTY	MODEL AND DESCRIPTION	UNIT PRICE	TOTAL PRICE
	State Contract# 505ENT-O16-NASPOCOMPUT-02		
7	**Panasonic Toughbook FZ-55** Windows 11 Pro, Intel Core i7-1370P (up to 5.2GHz) vPro Processor 14" FHD Gloved Multi Touch Display 16GB SDRAM, 512GB Opal Solid State Drive USB-C Thunderbolt 4, USB-A (2), HDMI, MicroSDXC Wi-Fi 6E, Bluetooth 5.3, Ethernet NIC 10/100/1000 **4G LTE-A Multi Carrier, Band 14, Satellite GPS** **Dedicated GPS** Dual Pass Antenna (Ch1:GPS/Ch2:WWAN) Tetra Array Microphone, 92db Speakers, Audio In/Out 3.5mm Infrared Webcam with Privacy Cover Emissive Backlit Keyboard Standard Battery and AC Power Adapter 3 Year Preferred (Parts & Labor) Warranty	$3,180.00	$22,260.00
	OPTIONS: Extend Preferred (Parts & Labor only) Warranty to 4 Years: $198.00 each Extend Preferred (Parts & Labor only) Warranty to 5 Years: $321.00 each Upgrade Warranty to 3 Year Protection Plus (No Fault): $269.00 each Upgrade Warranty to 4 Year Protection Plus (No Fault): $469.00 each		
7	Upgrade Warranty to 5 Year Protection Plus (No Fault): $649.00 each	$649.00	$4,543.00
7	PJ822 Thermal Printer	$339.00	$2,373.00
7	Brother Printer Power Cord	$26.00	$182.00
7	USB-A to USB-C 6 Foot, 90 Deg	$29.00	$203.00

	EQUIPMENT COST:	$29,561.00
Payment Terms: Net 30 Days	**SHIPPING:**	Included
Quotation Good for 90 Days	**TAX:**	Exempt
We impose a surcharge of 2% on credit card purchases over	**TOTAL:**	**$29,561.00**

$1,000.00 which is not greater than our cost of acceptance.

Your signature is an agreement to purchase and an acceptance of Baycom's Terms & Conditions (http://terms.baycominc.com)

Approved By: _____ / _____
AUTHORIZED CUSTOMER SIGNATURE DATE

All of the information listed on this proposal is confidential and proprietary information.
If You Have Any Questions, Please Contact Sam Colucci at 920-544-4311

BAYCOM A Lifeline in the Moments that Matter

SAM COLUCCI
2040 RADISSON ST.
GREEN BAY, WI 54302
PHONE: 920-544-4311
FAX: 920-468-8615
scolucci@baycominc.com

GERMANTOWN POLICE DEPT.
PAT MERTEN
N112 W16877 MEQUON RD.
GERMANTOWN, WI 53022
1/29/2025
262-253-7780
pmerten@germantownpolicewi.gov

QUOTE NO. SC20250129C

PRICING AND FINANCIAL OPTIONS SPECIFIC TO THIS OFFERING:
EQUIPMENT DETAILS AND PRICING

QTY	MODEL AND DESCRIPTION	UNIT PRICE	TOTAL PRICE
	State Contract# 505ENT-O16-NASPOCOMPUT-02		
2	**Gamber Johnson Vehicle Dock for Toughbook FZ-55** USB-A (2), Serial, Ethernet	$655.00	$1,310.00
2	**Lind 120W Vehicle Power Supply**	$153.000	$306.00
2	**PlugAble Thunderbolt Desktop Dock**	$179.000	$358.00

EQUIPMENT COST:	$1,974.00
SHIPPING:	Included
TAX:	Exempt
TOTAL:	**$1,974.00**

Payment Terms: Net 30 Days
Quotation Good for 90 Days
We impose a surcharge of 2% on credit card purchases over $1,000.00 which is not greater than our cost of acceptance.
Your signature is an agreement to purchase and an acceptance of Baycom's Terms & Conditions (http://terms.baycominc.com)

Approved By: _____ /_____
AUTHORIZED CUSTOMER SIGNATURE DATE

All of the information listed on this proposal is confidential and proprietary information.
If You Have Any Questions, Please Contact Sam Colucci at 920-544-4311

www.baycominc.com | 920.468.5426 | 800.726.5426

MOTOROLA SOLUTIONS Radio Solutions Channel Partner
TRBOconnection by BAYCOM
BAYCOM WIRELESS VOICE • VIDEO • DATA
TOUGHBOOK
VESTA 9-1-1
iSQUAD by BAYCOM
Arbitrator HD
3M

BUSINESS OF THE VILLAGE BOARD

MEETING DATE: March 3, 2025

PLACEMENT: Action Item

ITEM TITLE: Briohn Design Group, Agent for TDC Willow Creek LLC, Property Owner, N102 W19200 Willow Creek Way; Certified Survey Map (CSM) Application to Divide and Convey 2.67 acres containing a Storm Water Management Basin from the Village of Germantown to TDC Willow Creek LLC.

SUBMITTED BY: Jordan Yanke, Associate Planner

SUMMARY EXPLANATION:

Briohn Design Group, Agent for TDC Willow Creek LLC, Property Owner, N102 W19200 Willow Creek Way; Certified Survey Map (CSM) Application to Divide and Convey 2.67 acres containing a Storm Water Management Basin from the Village of Germantown to TDC Willow Creek LLC.

ATTACHMENT:

1. STAFF REPORT_TDC WILLOW CREEK (POND)_CSM
2. APPLICATION
3. CERTIFIED SURVEY MAP (CSM)_2017
4. CERTIFIED SURVEY MAP (CSM)_2025
5. LAND CONVEYANCE DESCRIPTION
6. STAFF REVIEW MEMO

STAFF RECOMMENDATION:

APPROVE the proposed 2-lot Certified Survey Map (CSM) for TDC Willow Creek, subject to (1) condition.

ACTION BY Committee:

Plan Commission recommended to **APPROVE** the 2-lot Certified Survey Map (CSM), subject to (1) condition.

CERTIFIED SURVEY MAP (CSM)

03/03/25 Village Board Meeting

Briohn Design Group / TDC Willow Creek, LLC

Village Staff Report & Recommendation ***Germantown, Wisconsin***

SUMMARY

Briohn Design Group, Agent for TDC Willow Creek, LLC, Property Owner. Certified Survey Map (CSM) application to convey an existing Village-owned pond located at N102 W19200 Willow Creek Way to TDC Willow Creek, LLC.

Location: N102 W19200 Willow Creek Way

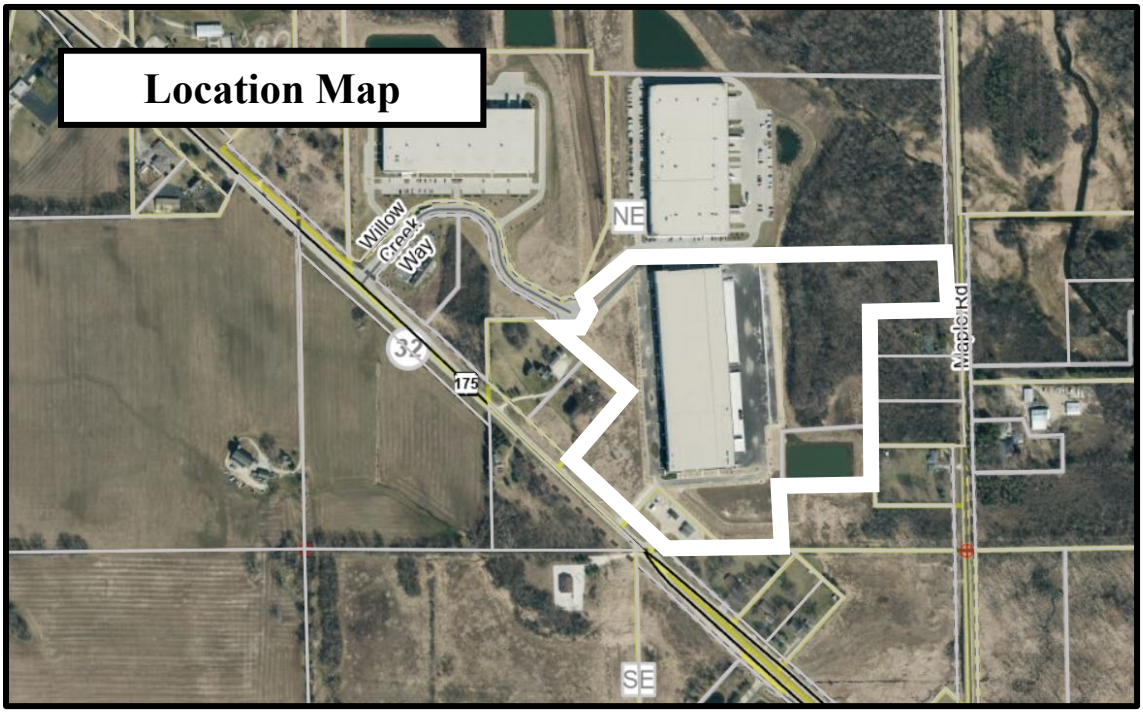
Applicant / Property Owner:

Briohn Design Group, LLC
3885 N Brookfield Rd, Suite 200
Brookfield, WI 53045

TDC Willow Creek, LLC
3885 N Brookfield Rd, Suite 200
Brookfield, WI 53045

Zoning: M-1: Limited Industrial

Adjacent Land Uses		**Zoning**
North	Industrial	M-1
South	Industrial/Residential	M-1/Rs-3
East	Agricultural/Residential	A-1/Rs-3
West	Industrial	M-1



Background/Proposal

Briohn Design Group, agent for TDC Willow Creek, LLC, property owner. Certified Survey Map (CSM) application to convey an existing Village-owned pond located at N102 W19200 Willow Creek Way to TDC Willow Creek, LLC.

The land subject to the proposed Certified Survey Map (CSM) was originally platted in 2017 (CSM 6782) as part of the Willow Creek Business Park. In 2023, the Village approved site development and building plans for a 209,329 square foot multi-tenant industrial building on Lot 4 of CSM 6782 (attached). The referenced pond was originally platted as part of Outlot 2 in the CSM for the purpose of developing a stormwater detention facility to serve the industrial lot. The outlot/pond is currently owned and maintained by the Village.

In December 2024, the Village approved site development plans for Lot 4 that authorized an outdoor storage area for a new tenant in the industrial building (Xylem). The approval process included a revision to the original storm water management plan for the Business Park to account for the additional impervious area resulting from the outdoor storage area. Per the revised plan, storm water runoff is directed to the subject pond owned by the Village.

During the site plan review process, the Village Engineer and the industrial lot owner (TDC Willow Creek) discussed the possibility of transferring ownership and/or maintenance responsibility for the stormwater pond because the basin only serves the lot with the industrial building. Through these discussions the owner agreed to the transfer/conveyance of the pond, thus creating the need for the submitted Certified Survey Map (CSM). The proposed CSM illustrates the 2.67-acre piece of land that includes the pond that will be transferred from the existing outlot (Outlot 2) to the industrial building lot (existing Lot 4). Please reference the attachments to this memo for a visual description and the following table for a condensed summary of the proposed changes to the lots:

OWNER	BEFORE 2.67-ACRE TRANSFER	AFTER 2.67-ACRE TRANSFER
TDC WILLOW CREEK, LLC	INDUSTRIAL LOT (26.68 ACRES)	INDUSTRIAL/POND LOT (29.35 ACRES
VILLAGE OF GERMANTOWN	POND/GREEN SPACE OUTLOT (5.39 ACRES)	GREEN SPACE OUTLOT (2.72 ACRES)

Staff Comments

Community Development: Planning & Zoning

The existing parcels subject to the proposed Certified Survey Map (CSM) are currently zoned M-1 Limited Industrial and meet applicable development standards. The proposed lots will maintain the same zoning designation and maintain compliance with zoning standards. No change in access to the lots is proposed as part of this CSM, which is strictly a transfer of land containing an existing stormwater facility (pond) between the Village and a private property owner.

Public Works/Village Engineer/Village Surveyor
The Village Surveyor has identified minor technical corrections in a January 20, 2025, memo that will need to be addressed by the applicant in a revised CSM prior to recording, if still applicable.
(PER VILLAGE SURVEYOR CORRESPONDENCE ON FEBRUARY 17, 2025, ALL IDENTIFIED CORRECTIONS HAVE BEEN MADE BY THE APPLICANT AND REFLECTED ON THE REVISED CSM DATED JANUARY 27, 2025.)

VILLAGE STAFF RECOMMENDATION

APPROVE the proposed 2-lot Certified Survey Map (CSM) for TDC Willow Creek, LLC, for property located at N102 W19200 Willow Creek Way, subject to the following condition:

1. All technical issues and corrections identified by the Village Surveyor (see January 20, 2025, memo from Bob Beilfuss, PLC) shall be addressed and reflected in a revised CSM reviewed and approved by Village staff prior to recording.
   (PER VILLAGE SURVEYOR CORRESPONDENCE ON FEBRUARY 17, 2025, ALL IDENTIFIED CORRECTIONS HAVE BEEN MADE BY THE APPLICANT AND REFLECTED ON THE REVISED CSM DATED JANUARY 27, 2025.)

Village of Germantown ...Willkommen

Fee must accompany application
- ☐ $2,900 with public improvements
- ☐ $1,960 no public improvements

Paid_____ Date_____

CERTIFIED SURVEY MAP APPLICATION

Pursuant to Section 18.06 of the Municipal Code

Please read and complete this application carefully. **All applications must be signed and dated.**

1 APPLICANT OR AGENT

Rizal Iskandarsjach PE, PLS
Briohn Design Group, LLC
3885 N. Brookfield Rd., Ste. 200
Brookfield, WI 53045
Phone (262) 790-0501 ext. 404
Fax ( )
E-Mail riz@briohn.com

PROPERTY OWNER

TDC Willow Creek LLC
c/o Briohn Building Corp.
3885 N. Brookfield Rd., Ste. 200
Brookfield, WI 53045
Phone (262) 790.0500

2

PROPERTY ADDRESS OR GENERAL LOCATION	TAX KEY NUMBER
N102W19200 Willow Creek Way	GTNV 321973 and 321976

3 PURPOSE OF LAND SPLIT

Willow Creek - Xylem tenant development pond land conveyance from the Village to TDC Willow Creek	Will the land split require rezoning? No	
	From	To

4 READ AND INITIAL THE FOLLOWING:

X I understand that the Certified Survey Map is not valid until recorded at the Washington County Register of Deeds. The Village will record the document and charge the applicant all applicable recording fees.

X I understand that the Map will not be placed on the Village Board agenda until all the technical corrections to the CSM are made, the payment of any outstanding impact fees are paid to the Village Clerk's Department, and the original signed and stamped copy of the Map is submitted on the proper paper.

X I understand that parcels created outside the Sewer Service Area will require a soil test. I also understand that all properties abutting a State Highway will require DOT approval and I will be responsible for securing such approval prior to recording.

X I understand all delinquent property taxes on any of the properties involved shall be paid prior to recording.

5 SIGNATURES -- ALL APPLICATIONS MUST BE SIGNED BY OWNER!

Rizal W. Iskandarsjach PLS, PE Digitally signed by Rizal W. Iskandarsjach PLS, PE DN: C=US, E=riz@briohn.com, O=BDG, CN="Rizal W. Iskandarsjach PLS, PE" Date: 2025.01.06 16:24:57-06'00'

Applicant Date

Owner 1/6/25 Date

1438853

RECORDED
September 28, 2017 10:13 AM
SHARON A MARTIN
REGISTER OF DEEDS
WASHINGTON COUNTY, WI
Recording Fee Paid: $30.00
Exemption: 77.25(2R)

CERTIFIED SURVEY MAP NO._____

Part of the Northwest 1/4, Northeast 1/4, Southwest 1/4 and Southeast 1/4 of the Northeast 1/4 of Section 32, and part of the Southeast 1/4 of the Southeast 1/4 of Section 29 all in Town 9 North, Range 20 East, in the Village of Germantown, County of Washington, State of Wisconsin.

Bearings are referenced to the Wisconsin State Plane Coordinate System, South Zone (NAD 1927 datum) in which the South line of the NE 1 /4 of Section 32 bears N89°56'02"W.
All dimensions shown are measured to the nearest hundredth of a foot.
All bearings are measured to the nearest second.

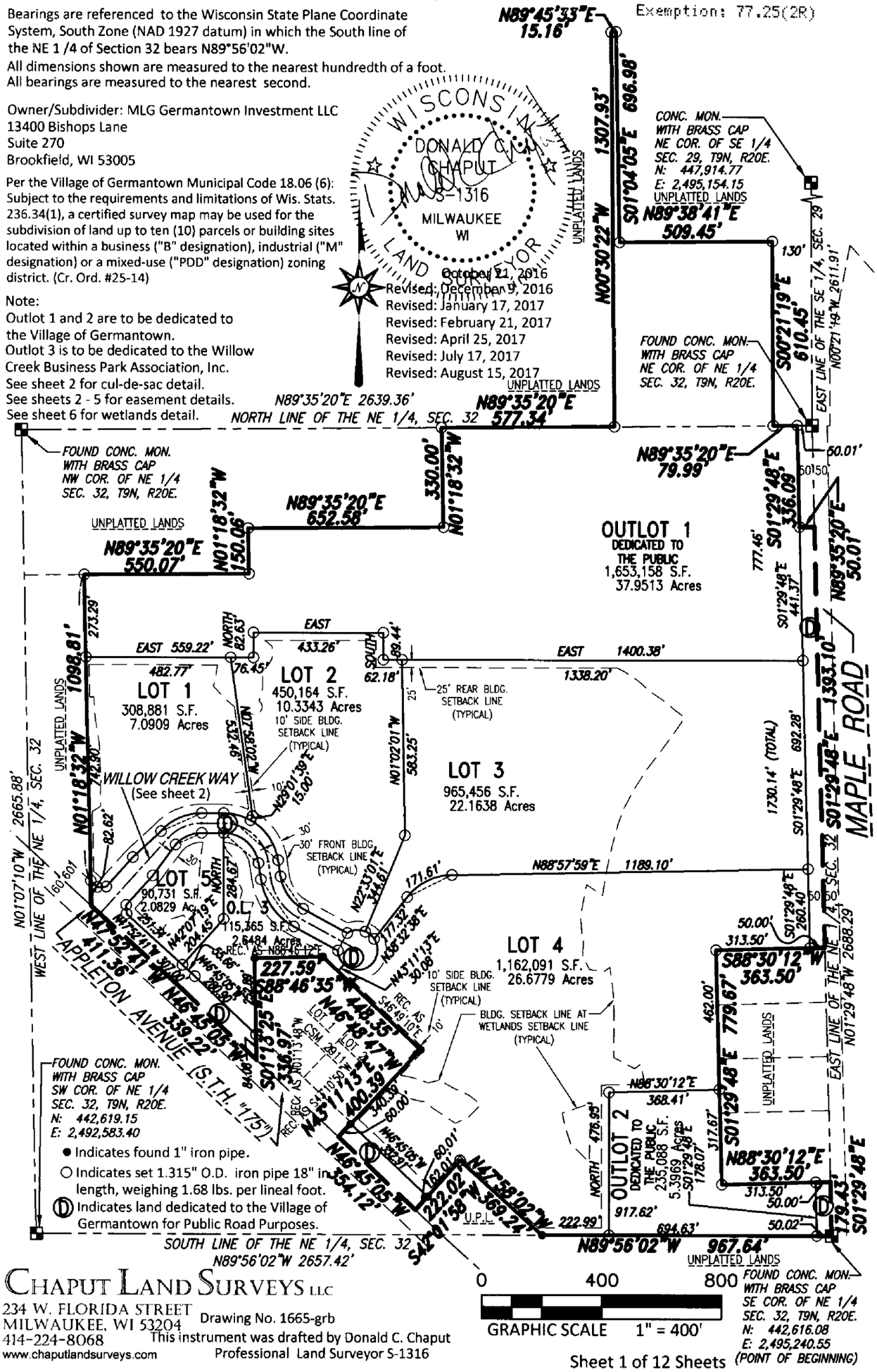
Owner/Subdivider: MLG Germantown Investment LLC
13400 Bishops Lane
Suite 270
Brookfield, WI 53005

Per the Village of Germantown Municipal Code 18.06 (6): Subject to the requirements and limitations of Wis. Stats. 236.34(1), a certified survey map may be used for the subdivision of land up to ten (10) parcels or building sites located within a business ("B" designation), industrial ("M" designation) or a mixed-use ("PDD" designation) zoning district. (Cr. Ord. #25-14)

Note:
Outlot 1 and 2 are to be dedicated to the Village of Germantown.
Outlot 3 is to be dedicated to the Willow Creek Business Park Association, Inc.
See sheet 2 for cul-de-sac detail.
See sheets 2 - 5 for easement details.
See sheet 6 for wetlands detail.

WISCONSIN DONALD C. CHAPUT S-1316 MILWAUKEE WI LAND SURVEYOR

October 21, 2016
Revised: December 9, 2016
Revised: January 17, 2017
Revised: February 21, 2017
Revised: April 25, 2017
Revised: July 17, 2017
Revised: August 15, 2017



● Indicates found 1" iron pipe.
○ Indicates set 1.315" O.D. iron pipe 18" in length, weighing 1.68 lbs. per lineal foot.
Ⓓ Indicates land dedicated to the Village of Germantown for Public Road Purposes.

CHAPUT LAND SURVEYS LLC
234 W. FLORIDA STREET
MILWAUKEE, WI 53204
414-224-8068
www.chaputlandsurveys.com

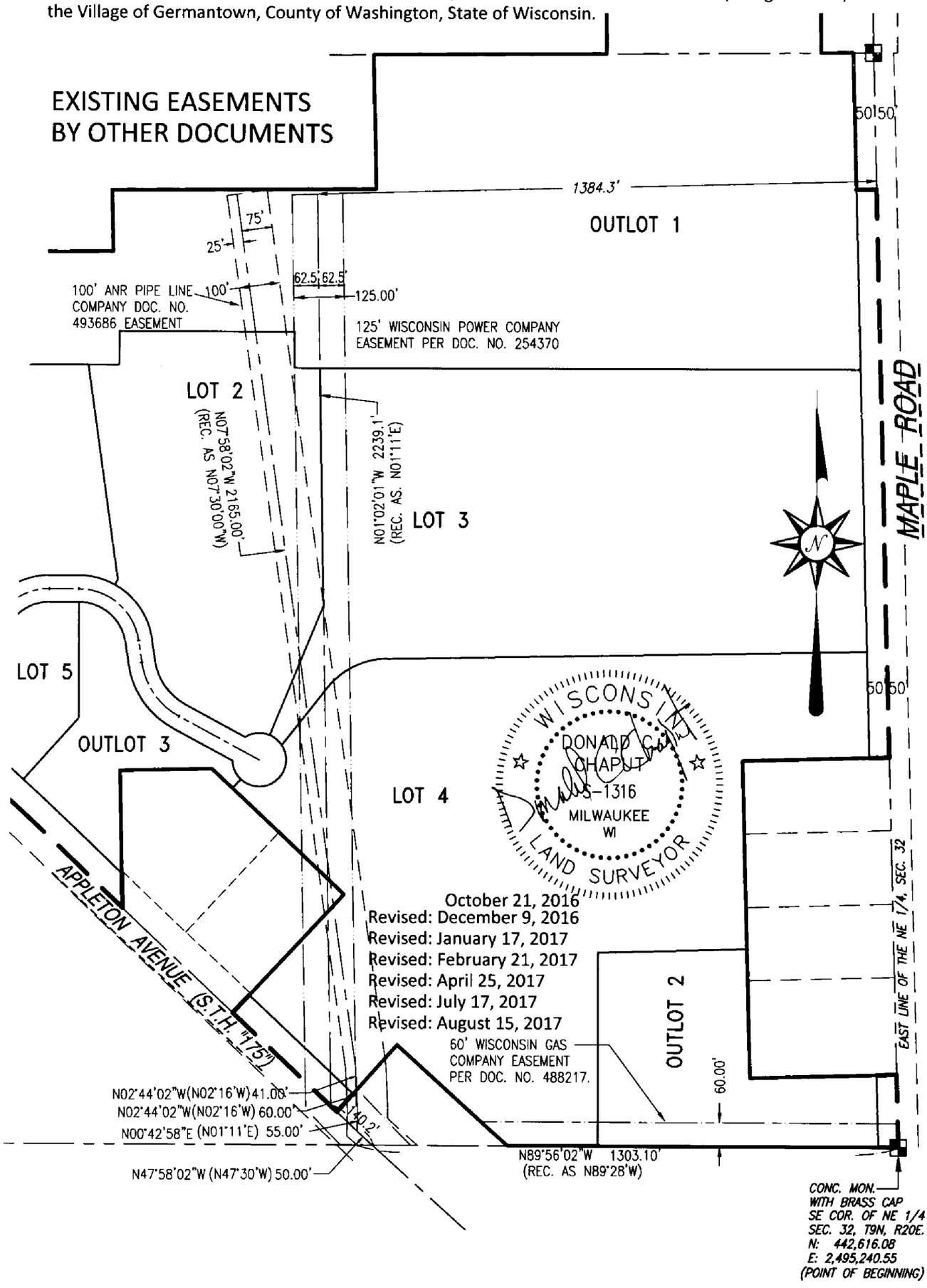
Drawing No. 1665-grb
This instrument was drafted by Donald C. Chaput Professional Land Surveyor S-1316

Sheet 1 of 12 Sheets

Map No. 6782 Vol 52 Page 160

CERTIFIED SURVEY MAP NO._____

Part of the Northwest 1/4, Northeast 1/4, Southwest 1/4 and Southeast 1/4 of the Northeast 1/4 of Section 32, and part of the Southeast 1/4 of the Southeast 1/4 of Section 29 all in Town 9 North, Range 20 East, in the Village of Germantown, County of Washington, State of Wisconsin.



Map No. 6732 Vol 57 Page 104

DOC# 1438853

0 300 600

GRAPHIC SCALE
1" = 300'

This instrument was drafted by Donald C. Chaput
Professional Land Surveyor S-1316

Drawing No. 1665-grb
Sheet 5 of 12 Sheets

CERTIFIED SURVEY MAP No. _____

BEING A REDIVISION OF ALL OF LOT 4 AND OUTLOT 2 OF CERTIFIED SURVEY MAP NO. 6782, LOCATED IN THE SOUTHEAST 1/4 AND THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 32, TOWNSHIP 9 NORTH, RANGE 20 EAST, VILLAGE OF GERMANTOWN, WASHINGTON COUNTY, WISCONSIN.

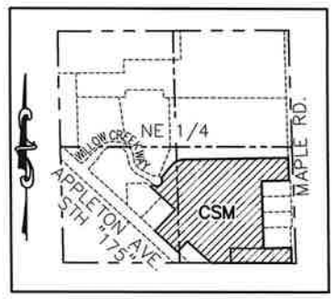
C1
ARC=192.37'
RAD=66.00'
CH. BRG.=N49°41'07"E
CH. L=131.15'
Δ=167°00'12"

C2
ARC=171.61'
RAD=195.00'
CH. BRG.=N63°45'18.5"E
CH. L=166.12'
Δ=50°25'21"

SURVEYED FOR:
TDC WILLOW CREEK LLC
C/O BRIOHN BUILDING CORP.
3885 N. BROOKFIELD RD. STE. 200
BROOKFIELD, WI 53045

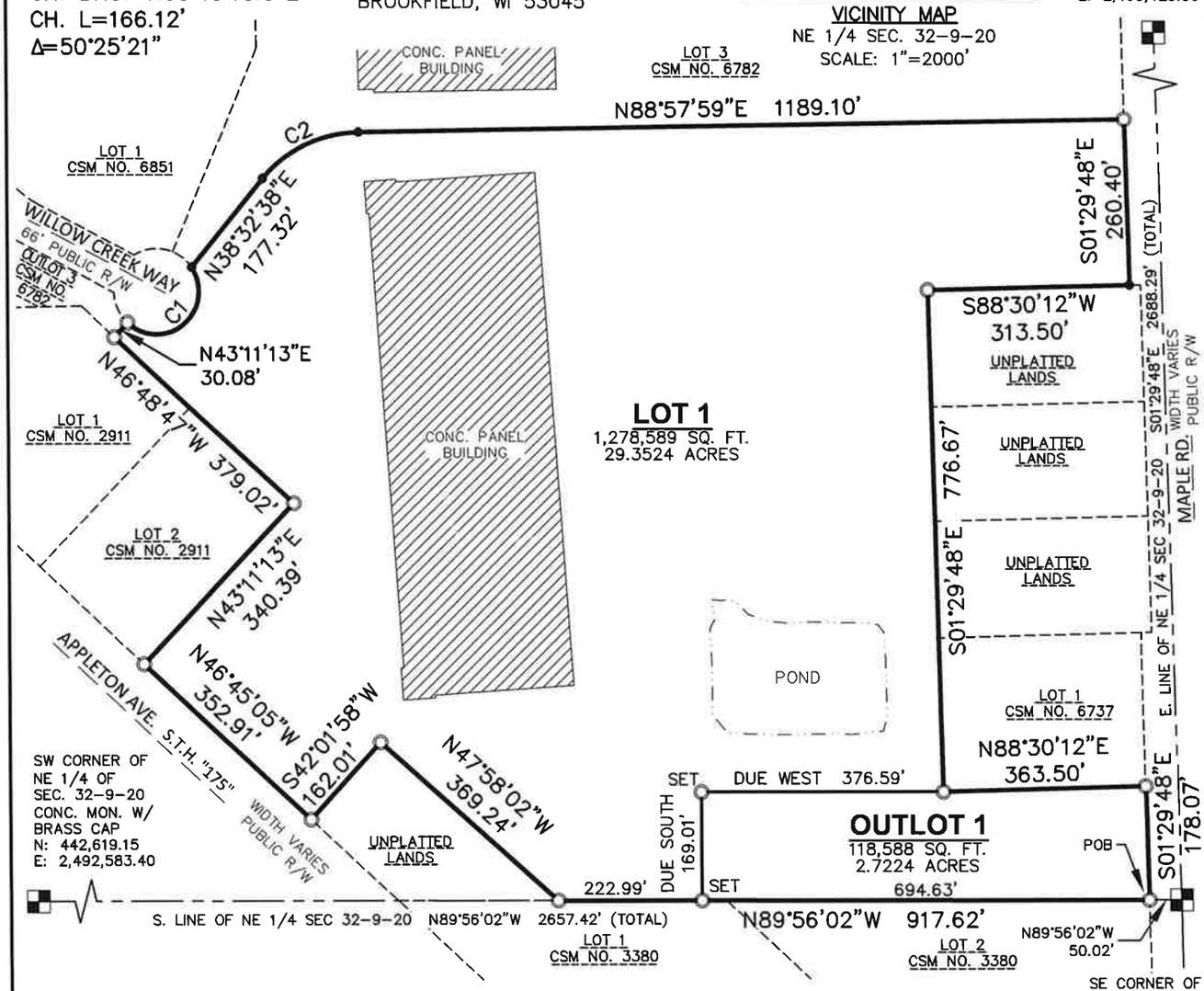
VILLAGE OF GERMANTOWN
N112W17001 MEQUON RD.
GERMANTOWN, WI 53045

SURVEYED BY:
BRIOHN DESIGN GROUP
3885 N. BROOKFIELD RD. STE. 200
BROOKFIELD, WI 53045



VICINITY MAP
NE 1/4 SEC. 32-9-20
SCALE: 1"=2000'

NE CORNER OF NE 1/4 OF SEC. 32-9-20 CONC. MON. W/ BRASS CAP
N: 445,348.72
E: 2,495,425.50



NOTES:

CERTIFIED SURVEY MAP NO. 6782 RECORDED ON SEPT. 28, 2017 AT WASHINGTON CO. REGISTER OF DEEDS OFFICE AS DOC. NO. 1438853.

PORTION OF PROPERTY IS LOCATED WITHIN ZONE AE (AREAS DETERMINED TO BE IN THE 1% ANNUAL CHANCE OF FLOOD), PER FEMA MAP PANEL NO. 55131C0359D, MAP EFFECTIVE DATE: NOV. 20, 2013, SEE SHEET 2 OF 7.

SEE SHEET 2 OF 7 FOR EXISTING EASEMENTS.

SEE SHEET 3 OF 7 FOR EXISTING WETLANDS.

BEARING BASIS:

ALL BEARINGS ARE REFERENCED TO THE WISCONSIN STATE PLANE COORDINATE SYSTEM, SOUTH ZONE (NAD 1927 DATUM). THE SOUTH LINE OF THE NORTHEAST 1/4 OF SECTION 32, TOWNSHIP 9 NORTH, RANGE 20 EAST, WAS USED AS NORTH 89°56'02" WEST.

SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

ALL MEASUREMENTS HAVE BEEN MADE TO THE NEAREST ONE-HUNDREDTH OF A FOOT.

ALL ANGULAR MEASUREMENTS HAVE BEEN MADE TO THE NEAREST ONE SECOND.

LEGEND:

○ 1" IRON PIPE FOUND & ACCEPTED

● 3/4" REBAR FOUND & ACCEPTED

SET ○ 1"X18" IRON PIPE SET WT. 1.68 LBS/LF

WISCONSIN
RIZAL W. ISKANDARSJACH
S-2738
MILWAUKEE, WI
LAND SURVEYOR

DATED THIS 27th DAY OF JANUARY, 2025
THIS INSTRUMENT WAS DRAFTED BY RIZAL W. ISKANDARSJACH, S-2738

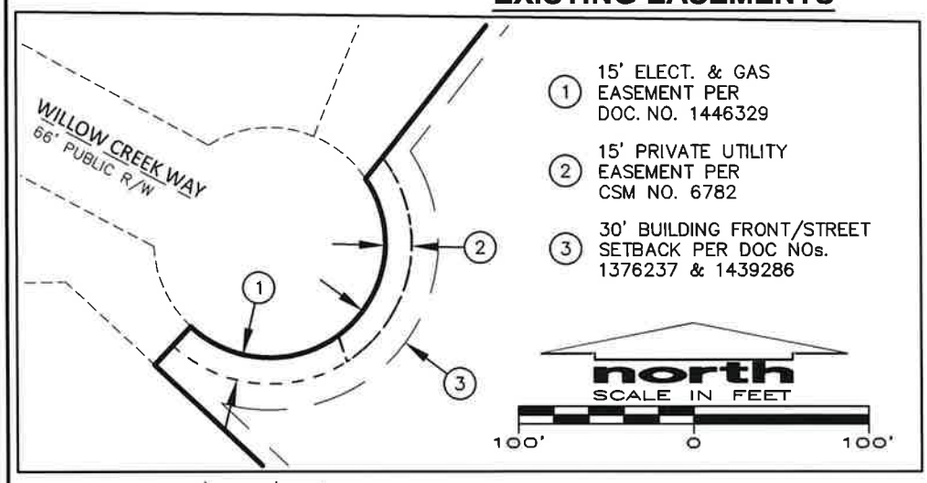
SHEET 1 OF 7

K:\Projects\240101 - Xylem\07 Design\Drawings\2024 CIVIL\DWG\240101 CSM.dwg

CERTIFIED SURVEY MAP No. _____

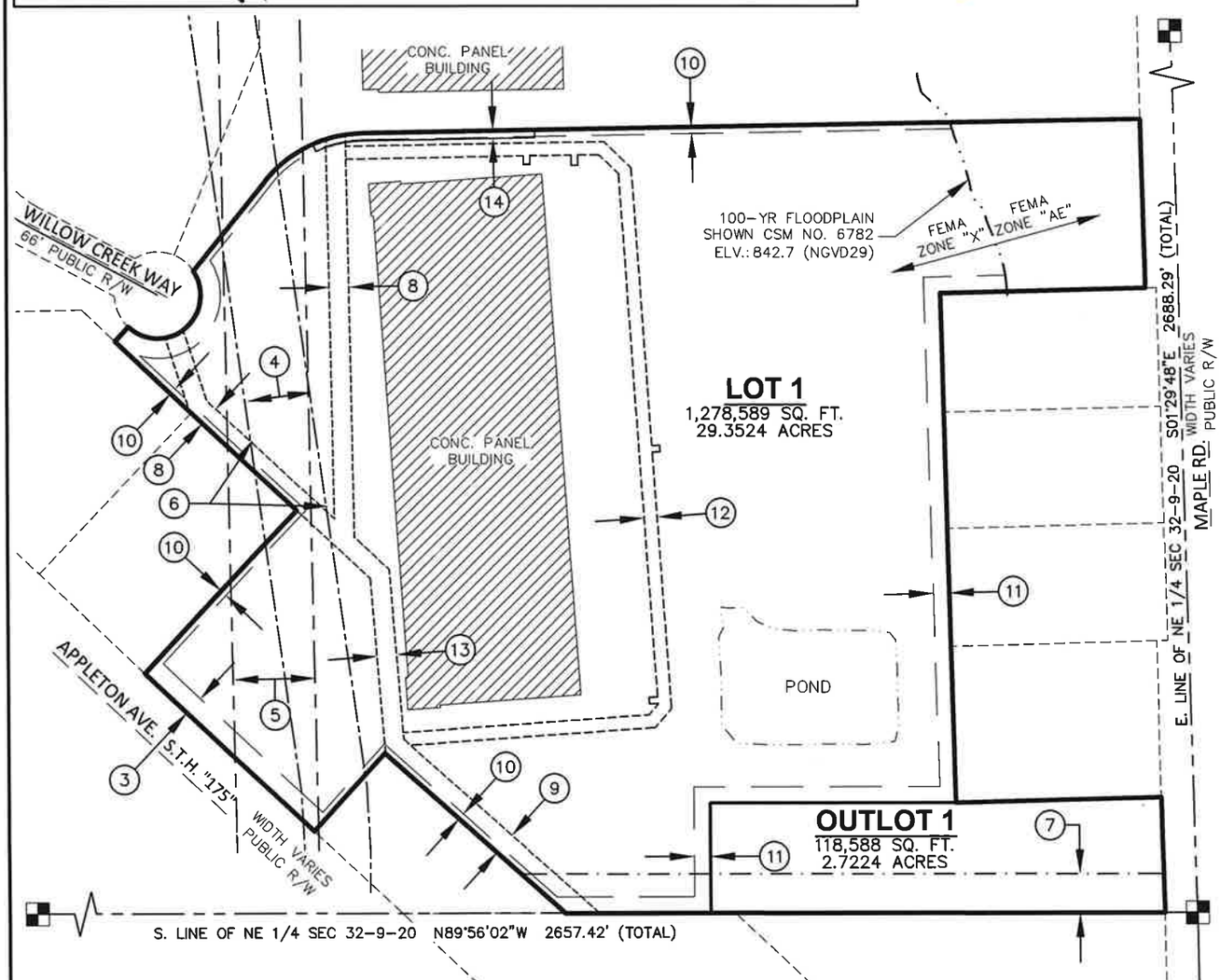
BEING A REDIVISION OF ALL OF LOT 4 AND OUTLOT 2 OF CERTIFIED SURVEY MAP NO. 6782, LOCATED IN THE SOUTHEAST 1/4 AND THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 32, TOWNSHIP 9 NORTH, RANGE 20 EAST, VILLAGE OF GERMANTOWN, WASHINGTON COUNTY, WISCONSIN.

EXISTING EASEMENTS



1. 15' ELECT. & GAS EASEMENT PER DOC. NO. 1446329
2. 15' PRIVATE UTILITY EASEMENT PER CSM NO. 6782
3. 30' BUILDING FRONT/STREET SETBACK PER DOC NOs. 1376237 & 1439286

WISCONSIN
RIZAL W. ISKANDARSJACH
S-2738
MILWAUKEE, WI
LAND SURVEYOR
1/27/25



4. 100' ANR PIPELINE EASEMENT PER DOC. NO. 493686, SHOWN ON CSM NO. 6782
5. 125' WISCONSIN ELECTRIC POWER CO. EASEMENT PER DOC. NO. 254370, SHOWN ON CSM NO. 6782
6. APPROXIMATE LOCATION OF EASEMENT ENCROACHMENT AGREEMENT PER DOC. NO. 1443512
7. 60' PIPELINE EASEMENT PER DOC. NO. 488217, SHOWN ON CSM NO. 6782
8. 30' PUBLIC SANITARY & WATERMAIN EASEMENT PER CSM NO. 6782
9. 35' PUBLIC SANITARY & WATERMAIN EASEMENT PER CSM NO. 6782
10. 10' BUILDING SIDE SETBACK PER DOC NOs. 1376237 & 1439286
11. 25' BUILDING REAR SETBACK PER DOC NOs. 1376237 & 1439286
12. 20' PUBLIC WATERMAIN EASEMENT PER DOC NO. 1583208
13. 30' PUBLIC SANITARY SEWER AND PUBLIC WATERMAIN EASEMENT PER DOC NO. 1583208
14. 12' UNDERGROUND WEPCO EASEMENT PER DOC NO. 1591526

north
SCALE IN FEET
250' 0 250'

DATED THIS 27th DAY OF JANUARY, 2025
THIS INSTRUMENT WAS DRAFTED BY RIZAL W. ISKANDARSJACH, S-2738

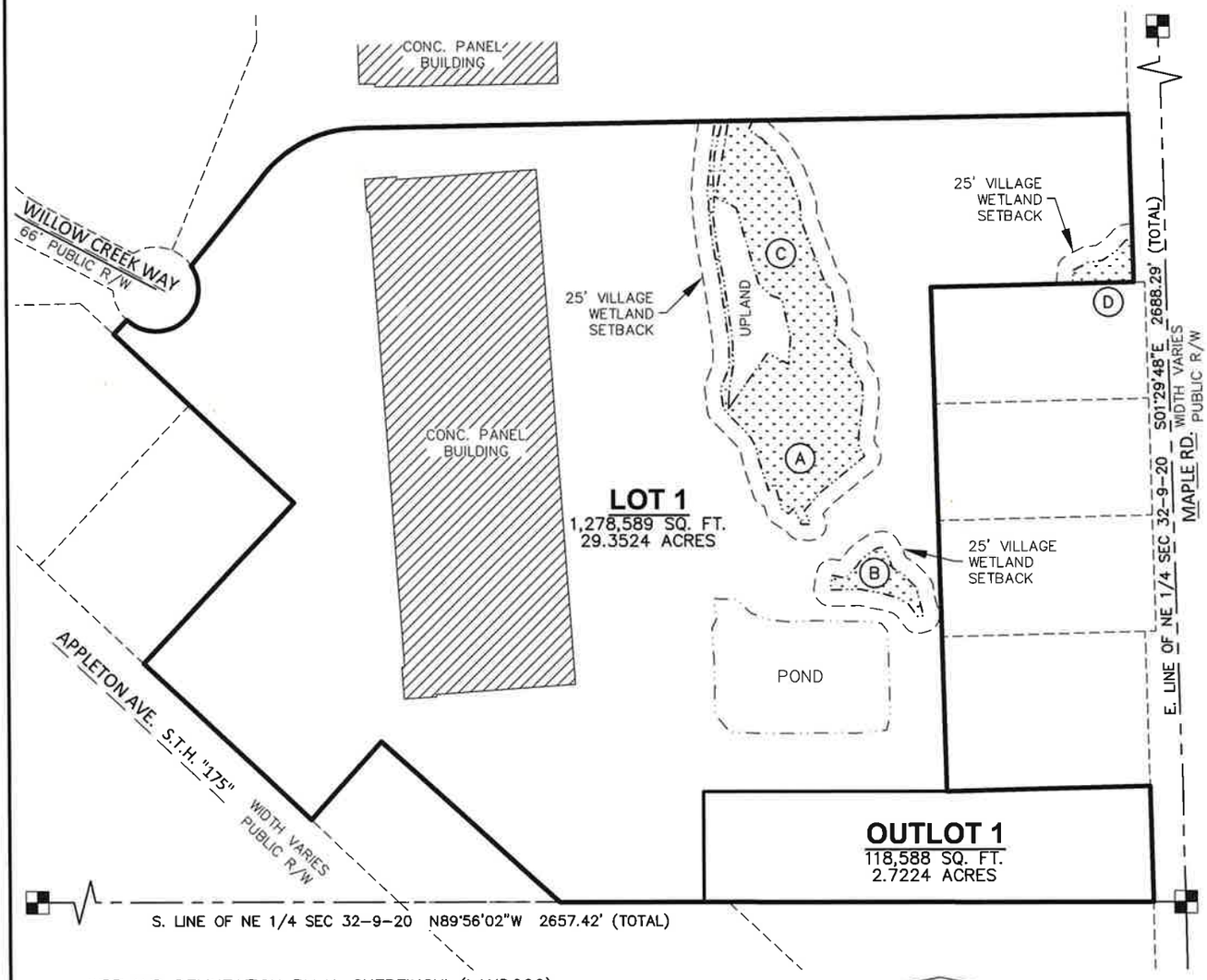
SHEET 2 OF 7

K:\Projects\240101 - Xylem\07 Design\Drawings\2024 CIVIL\DWG\240101 CSM.dwg

CERTIFIED SURVEY MAP No. _____

BEING A REDIVISION OF ALL OF LOT 4 AND OUTLOT 2 OF CERTIFIED SURVEY MAP NO. 6782, LOCATED IN THE SOUTHEAST 1/4 AND THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 32, TOWNSHIP 9 NORTH, RANGE 20 EAST, VILLAGE OF GERMANTOWN, WASHINGTON COUNTY, WISCONSIN.

EXISTING WETLANDS



(A) WETLAND DELINEATION BY K. SHERFINSKI (LANDCO2) PER REPORT DATED AUG. 8, 2024 (W-B: 13,548 SF)

(B) WETLAND DELINEATION BY K. SHERFINSKI (LANDCO2) PER REPORT DATED AUG. 8, 2024 (W-C: 5,685 SF)

(C) WETLAND DELINEATION BY K. SHERFINSKI (LANDCO2) PER REPORT DATED SEPT. 4, 2024 (W-D: 57,714 SF)

(D) WETLAND DELINEATION BY T. MYERS (raSMITH) PER REPORT DATED NOV. 19, 2018 (W-2: 3,401 SF)

WISCONSIN
RIZAL W. ISKANDARSJACH
S-2738
MILWAUKEE, WI
LAND SURVEYOR

1/27/25

DATED THIS 27th DAY OF JANUARY, 2025
THIS INSTRUMENT WAS DRAFTED BY RIZAL W. ISKANDARSJACH, S-2738

SHEET 3 OF 7

K:\Projects\240101 - Xylem\07 Design\Drawings\2024 CIVIL\DWG\240101 CSM.dwg

CERTIFIED SURVEY MAP No. _____

BEING A REDIVISION OF ALL OF LOT 4 AND OUTLOT 2 OF CERTIFIED SURVEY MAP NO. 6782, LOCATED IN THE SOUTHEAST 1/4 AND THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 32, TOWNSHIP 9 NORTH, RANGE 20 EAST, VILLAGE OF GERMANTOWN, WASHINGTON COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE:

State of Wisconsin)
) SS
Washington County)

I, Rizal W. Iskandarsjach, Professional Land Surveyor, do hereby certify that I have surveyed, divided, and mapped a redivision of all of Lot 4 and Outlot 2 of Certified Survey Map No. 6782, located in the Southeast 1/4 and the Southwest 1/4 of the Northeast 1/4 of Section 32, Township 9 North, Range 20 East, Village of Germantown, Washington, Wisconsin, bounded and described as follows:

Commencing at the southeast corner of the Northeast 1/4 of said Section 32; thence North 89°56'02" West along the south line of said Northeast 1/4 section, 50.02 feet to the west right-of-way line of Maple Road and the point of beginning;

Thence continuing North 89°56'02" West along said south line, 917.62 feet; thence North 47°58'02" West, 369.24 feet; thence South 42°01'58" West, 162.01 feet to the northerly line of Appleton Avenue (State Trunk Highway "175"); thence North 46°45'05" west along said northerly line, 352.91 feet to the south corner of Lot 2 of Certified Survey Map No. 2911; thence North 43°11'13" East along the southerly line of said Certified Survey Map, 340.39 feet to the east corner of said Lot 2; thence North 46°48'47" West along the northerly line of said Certified Survey Map, 379.02 feet to the south corner of Outlot 3 of said Certified Survey Map No. 6872; thence North 43°11'13" East along the southerly line of said Outlot 3, 30.08 feet to the easterly right-of-way line of Willow Creek Way and a point on a curve; thence northeasterly 192.37 feet along said easterly line and along the arc of said curve to the left whose radius is 66.00 feet and chord bears North 49°41'07" East, 131.15 feet to a south corner of Lot 3 of said Certified Survey Map No. 6782; thence North 38°32'38" East along the southerly line of said Lot 3, 177.32 feet to a point of curve; thence northeasterly 171.61 feet along said southerly line and along the arc of said curve to the right whose radius is 195.00 feet and chord bears North 63°45'18.5" East, 166.12 feet; thence North 88°57'59" East along said southerly line, 1189.10 feet to the west right-of-way line of said Maple Road; thence South 01°29'48" East along said west line, 260.40 feet; thence South 88°30'12" West, 313.50 feet; thence South 01°29'48" East, 776.67 feet to the southwest corner of Lot 1 of Certified Survey Map No. 6737; thence North 88°30'12" East along the south line of said Lot 1, 363.50 to the west right-of-way line of said Maple Road; thence South 01°29'48" East along said west line, 178.07 feet to the point of beginning.

Containing in all 1,397,177 square feet (32.0748 acres) of land, more or less.

All subject to easements and restrictions of record and potential future road widening and government restrictions, if any.

That I have made such survey, land division, and map by the direction of TDC WILLOW CREEK, LLC and VILLAGE OF GERMANTOWN owners of said lands.

That such map is a correct representation of all exterior boundaries of the land surveyed and the land division thereof made.

That I have fully complied with the provisions of Chapter 236 of the Wisconsin Statutes and Chapter 18 of the Village of Germantown requirements for Certified Survey Maps in surveying, dividing and mapping the same.

DATED THIS 27th DAY OF JANUARY, 2025

Rizal W. Iskandarsjach, P.L.S.
Professional Land Surveyor, S-2738

WISCONSIN
RIZAL W. ISKANDARSJACH
S-2738
MILWAUKEE, WI
LAND SURVEYOR

THIS INSTRUMENT WAS DRAFTED BY RIZAL W. ISKANDARSJACH, S-2738

SHEET 4 OF 7

K:\Projects\240101 - Xylem\07 Design\Drawings\2024 CIVIL\DWG\240101 CSM.dwg

CERTIFIED SURVEY MAP No. _____

BEING A REDIVISION OF ALL OF LOT 4 AND OUTLOT 2 OF CERTIFIED SURVEY MAP NO. 6782, LOCATED IN THE SOUTHEAST 1/4 AND THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 32, TOWNSHIP 9 NORTH, RANGE 20 EAST, VILLAGE OF GERMANTOWN, WASHINGTON COUNTY, WISCONSIN.

OWNERS' CERTIFICATE (As to Lot 4 of CSM No. 6782)

TDC WILLOW CREEK, LLC, as owner, do hereby certify that said company caused the land described in the foregoing affidavit of Rizal W. Iskandarsjach, to be surveyed, divided and mapped as represented on this map, in accordance with the provisions of Chapter 236 of the Wisconsin Statutes and Chapter 18 of the Village of Germantown Codes for Certified Survey Maps.

TDC WILLOW CREEK, LLC

_____ (sign) _____
_____ (print) , _____ (title) Date

State of Wisconsin)
) SS
_____ County)

Personally came before me this _____ day of _____, 2025, the above named _____, _____ of the above named company and acknowledged that they executed the foregoing instrument as such officers as the deed of said company, as Manager, by its authority.

_____(sign)
_____(print)
Notary Public, _____ County, _____
My Commission Expires _____

CONCENT OF CORPORATE MORTGAGEE (As to Lot 4 of CSM No. 6782)

OLD NATIONAL BANK, a corporation duly organized and existing under and by virtue of the laws of the State of Wisconsin, mortgagee of the above decribed land, does hereby concent to the surveying, dividing and mapping of the land described in this Certified Survey Map, and does hereby consent to the above certificate of WILLOW CREEK, LLC, owner.

OLD NATIONAL BANK

_____ (sign) _____
_____ (print) , _____ (title) Date

_____ _____ (sign) _____
_____ (print) , _____ (title) Date

State of Wisconsin)
) SS
_____ County)

Personally came before me this _____ day of _____, 2025, the above named _____, _____ and _____, _____ of the above named cocorporation and acknowledged that they executed the foregoing instrument as such officers as the deed of said corporation, by its authority.

_____(sign)
_____(print)
Notary Public, _____ County, _____
My Commission Expires _____

WISCONSIN
RIZAL W. ISKANDARSJACH
S-2738
MILWAUKEE, WI
LAND SURVEYOR

1/27/25

DATED THIS 27th DAY OF JANUARY, 2025
THIS INSTRUMENT WAS DRAFTED BY RIZAL W. ISKANDARSJACH, S-2738

SHEET 5 OF 7

K:\Projects\240101 - Xylem\07 Design\Drawings\2024 CIVIL\DWG\240101 CSM.dwg

CERTIFIED SURVEY MAP No. _____

BEING A REDIVISION OF ALL OF LOT 4 AND OUTLOT 2 OF CERTIFIED SURVEY MAP NO. 6782, LOCATED IN THE SOUTHEAST 1/4 AND THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 32, TOWNSHIP 9 NORTH, RANGE 20 EAST, VILLAGE OF GERMANTOWN, WASHINGTON COUNTY, WISCONSIN.

OWNERS' CERTIFICATE (As to Outlot 2 of CSM No. 6782)

VILLAGE OF GERMANTOWN, as owner, does hereby certify that said municipality caused the land described in the foregoing affidavit of Rizal W. Iskandarsjach, to be surveyed, divided and mapped as represented on this map, in accordance with the provisions of Chapter 236 of the Wisconsin Statutes and Chapter 18 of the Village of Germantown Codes for Certified Survey Maps..

VILLAGE OF GERMANTOWN

_____ (sign) _____
_____ (print) Date
_____ (title at village)

State of Wisconsin)
) SS
_____ County)

Personally came before me this _____ day of _____, 2025, the above named _____, _____ of the above named municipality and acknowledged that they executed the foregoing instrument as such officers as the deed of said municipality, as the signatory authority.

_____(sign)
_____(print)
Notary Public, _____ County, _____
My Commission Expires _____

WISCONSIN
RIZAL W. ISKANDARSJACH
S-2738
MILWAUKEE, WI
LAND SURVEYOR

1/27/25

DATED THIS 27th DAY OF JANUARY, 2025
THIS INSTRUMENT WAS DRAFTED BY RIZAL W. ISKANDARSJACH, S-2738

SHEET 6 OF 7

K:\Projects\240101 - Xylem\07 Design\Drawings\2024 CIVIL\DWG\240101 CSM.dwg

CERTIFIED SURVEY MAP No. _____

BEING A REDIVISION OF ALL OF LOT 4 AND OUTLOT 2 OF CERTIFIED SURVEY MAP NO. 6782, LOCATED IN THE SOUTHEAST 1/4 AND THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 32, TOWNSHIP 9 NORTH, RANGE 20 EAST, VILLAGE OF GERMANTOWN, WASHINGTON COUNTY, WISCONSIN.

VILLAGE OF GERMANTOWN PLAN COMMISSION APPROVAL

This Certified Survey Map is hereby approved by the Plan Commission of the Village of Germantown, on this _____ day of _____, 2025.

_____ _____
Dean Wolter, Chairman Date

_____ _____
Deborah J. Remich, Secretary Date

VILLAGE OF GERMANTOWN BOARD APPROVAL

This Certified Survey Map, being a division of a part of the Southeast 1/4 and Southwest 1/4 of the Northeast 1/4 of Section 32, Township 9 North, Range 20 East, in the Village of Germantown, Washington County, Wisconsin, having been approved by the Planning Commission being the same, is hereby approved by the Village Board of the Village of Germantown,

on this ____ day of _____, 2025.

_____ _____
Dean Wolter, Village President Date

_____ _____
Donna Ott, Village Clerk Date

WISCONSIN
RIZAL W. ISKANDARSJACH
S-2738
MILWAUKEE, WI
LAND SURVEYOR

1/27/25

DATED THIS 27th DAY OF JANUARY, 2025
THIS INSTRUMENT WAS DRAFTED BY RIZAL W. ISKANDARSJACH, S-2738

SHEET 7 OF 7

K:\Projects\240101 – Xylem\07 Design\Drawings\2024 CIVIL\DWG\240101 CSM.dwg

LAND TO BE CONVEYED FROM VILLAGE OF GERMANTOWN TO TDC WILLOW CREEK, LLC

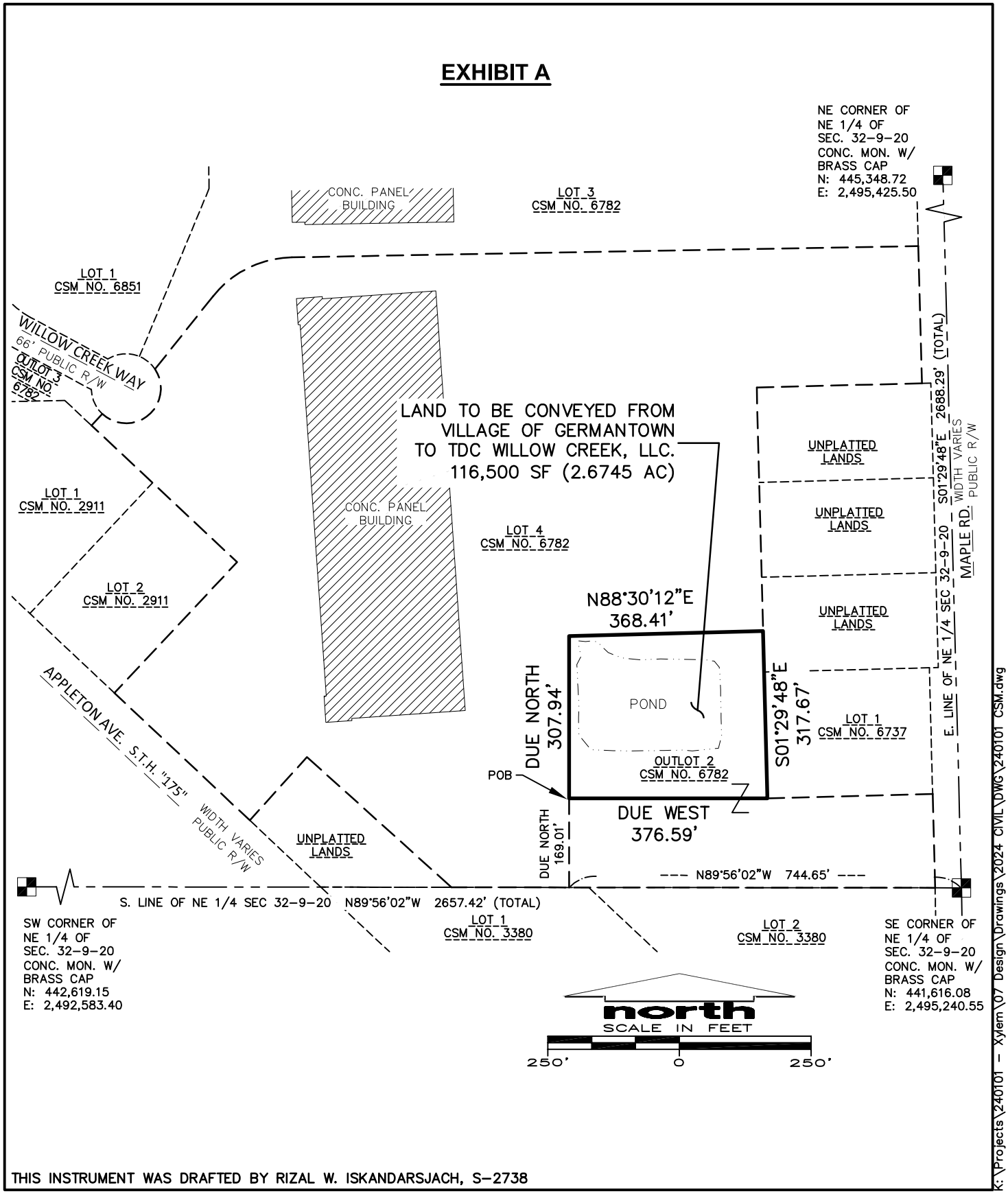
Being a part of Outlot 2 Certified Survey Map No. 6782, located in the Southeast 1/4 of the Northeast 1/4 of Section 32, Township 9 North, Range 20 East, Village of Germantown, Washington, Wisconsin, bounded and described as follows:

Commencing at the southeast corner of the Northeast 1/4 of said Section 32; thence North 89°56'02" West along the south line of said Northeast 1/4 section, 744.65 feet to the southwest corner of said Outlot 2; thence Due North along the west line of said Outlot 2, 169.01 feet to the point of beginning;

Thence continuing Due North along said west line, 307.94 feet to the northwest corner of said Outlot 2; thence North 88°30'12" East along the north line of said Outlot 2, 368.41 feet to the northeast corner of said Outlot 2; thence South 01°29'48" East along the east line of said Outlot 2, 317.67 feet to the southwest corner of Lot 1 of Certified Survey Map No. 6737; thence Due West, 376.59 feet to the point of beginning.

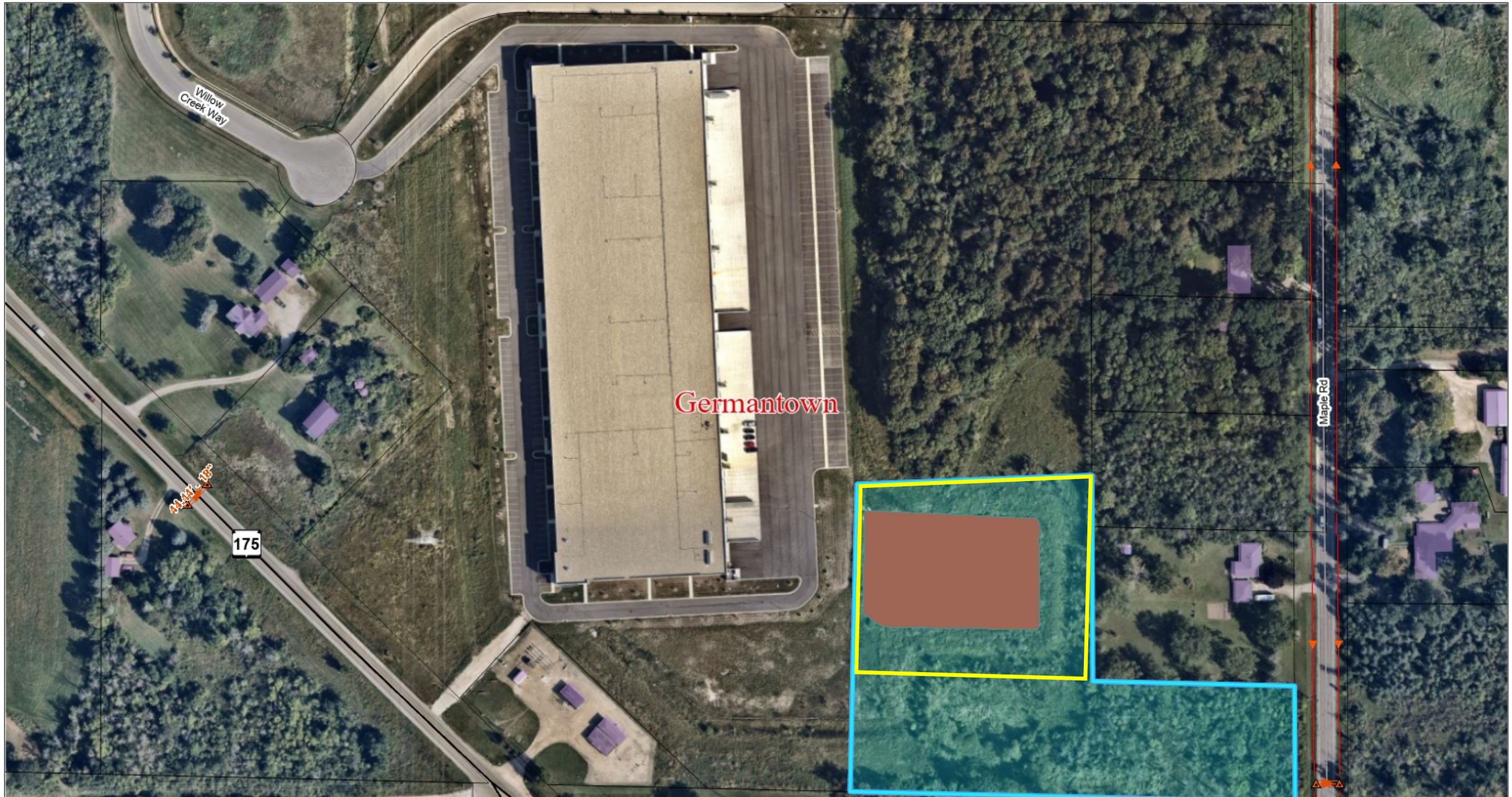
Containing in all 116,500 square feet (2.6745 acres) of land, more or less.

EXHIBIT A



THIS INSTRUMENT WAS DRAFTED BY RIZAL W. ISKANDARSJACH, S-2738

K:\Projects\240101 - Xylem\07 Design\Drawings\2024 CIVIL\DWG\240101 CSM.dwg



Village of Germantown GIS
GTNV_321976

DISCLAIMER:

This map is not a survey of the actual boundary of any property this map depicts.

The Village of Germantown Does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.

SCALE: 1 = 200'

Village of Germantown

Village Of Germantown
N112 W17001 Mequon Road
Germantown, WI 53022
262-250-4700

Print Date: 11/25/2024

To: Kevin Driscoll, Village Engineer

CC: Jeff Retzlaff Village Planner

From: Bob Beilfuss, PLS

Date: January 20, 2025

Re: Xylem CSM

Kevin and Jeff,

Here are my review comments for the CSM received from TDC Willow Creek LLC c/o Greywolf Partners, LLC.

Certified Survey Map

Applicant or Owner: TDC Willow Creek LLC. c/o Briohn Building Corp.

Land Surveyor/Firm: Rizal Iskandarsjach, PLS – Kapur

1. There are professional land surveyor seals on each sheet, but no signatures of the professional land surveyor who prepared the document to any of the 6 sheets of the document.

2. The bearing basis is based on the North American Datum of 1927 which is incorrect. All bearings **should** be based on North American Datum of 1983, (2011 Adjustment). This includes the CADD file.

3. The CADD file (.dwg) that was submitted on January 7th **should** be resubmitted in the correct NAD83 (2011 Adjustment datum

4. Is there a mortgage on this property and is a certificate of mortgagee needed?

No further review comments.

Document Approval and Recording

For this CSM to be approved by the Village Board and recorded at the Washington County Register of Deeds, the document must be provided to the Village Clerk's office in a completed format including all original signatures of the owner and lending institution, original seals and signature of the professional land surveyor on the recordable media the Wednesday prior to the scheduled Village Board meeting.

This includes the CADD file.

Any documents or digital files not submitted by the due date or contain outstanding technical review comments that have not be addressed, will be moved to the next scheduled Village Board meeting agenda.

Document Submittals and Data Conversion

As of October 2005, the Village of Germantown requires a digital copy of all Certified Survey Maps, Condominium Plats and Subdivision Plats in addition to the documents as required by Wisconsin Statute and Village Ordinances as part of the land division approval.

Prior to Recording the Certified Survey Map or Subdivision Plat
The professional land surveyor is responsible for submitting a copy of the AutoCAD drawing file (.dwg) of the document in version 2023 via email to the Village Surveyor for mapping purposes.

All digital professional land surveyor seals and signatures will be purged from the digital copy prior to submittal

Sincerely,

Point Land Surveying & Mapping

Bob Beilfuss

Bob Beilfuss, P.L.S.
Principle

Outlook

Fw: Fw: Xylem CSM Review

From Kevin Driscoll <kdriscoll@Germantownwi.gov>
Date Mon 2/17/2025 7:31 PM
To Flashthunder506easy@gmail.com <flashthunder506easy@gmail.com>
Cc Jeff Retzlaff <jretzlaff@germantownwi.gov>; Jordan Yanke <jyanke@germantownwi.gov>; Debbie Remich <dremich@germantownwi.gov>

Thanks Bob!

From: Bob Beilfuss <flashthunder506easy@gmail.com>
Sent: Monday, February 17, 2025 5:44 PM
To: Kevin Driscoll <kdriscoll@Germantownwi.gov>
Subject: Re: Fw: Xylem CSM Review

CAUTION: This email originated from outside the organization.
Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Kevin,
The changes have been made as allowed by Village code.
Bob

On Mon, Feb 17, 2025 at 2:54 PM Kevin Driscoll <kdriscoll@germantownwi.gov> wrote:

> Bob,
> Can you please confirm the necessary changes were made?
>
> Thank you,
>
> **Kevin R. Driscoll, P.E.**
> Village Engineer
> (262) 250-4724 - office
> (414) 745-9999 - mobile
>
> N112 W17001 Mequon Road
> Germantown, WI 53022-0337

BUSINESS OF THE VILLAGE BOARD

MEETING DATE: March 3, 2025

PLACEMENT: Action Item

ITEM TITLE: Setting of Pay for Police Chief Pat Merten

SUBMITTED BY: Steve Kreklow, Administrator

SUMMARY EXPLANATION:

On February 13th, the Police & Fire Commission appointed Pat Merten to the position of Chief of Police for the Village of Germantown. While the Police & Fire Commission has the authority to select and appoint an individual to that position, responsibility for setting compensation for the Chief of Police lies with the Village Board. In order to provide the Board with the information helpful to setting compensation, McMahon & Associates completed the attached analysis of pay for Police Chiefs in other jurisdictions. The McMahon study concluded that, pending a wage inflation adjustment for 2025, Germantown's pay range for police chief is appropriate.

Chief Merten has 24 years of experience with the Germantown police department, including 20 years in a command position. He was earning $124,473 annually as Captain of the department. His pay was increased to the equivalent of $130,697 annually when he was appointed as interim Chief. I recommend that Chief Merten's pay be set at $135,917 annually, which would have been the 2025 salary for former Chief Snow. This would provide a fair salary increase of 9.2% from Merten's previous position, lies within the existing pay, and is consistent with data we have on comparable salaries. In addition, setting the salary at this level will maintain the pay differential between the Chief, Captain, Lieutenant and Sergeant positions the Board achieved when restructuring command staff salaries three years ago, and will prevent compression as other command staff positions are filled.

ATTACHMENT:

1. Police Chief Salary Comparisons

STAFF RECOMMENDATION:

Set the salary for Police Chief Pat Merten at $135,917 annually or $65.34 hourly retroactive to February 14, 2025.

ACTION BY Committee:

McMAHON
ENGINEERS ARCHITECTS

MEMORANDUM

DATE: February 25, 2025

TO: Steve Kreklow, Village Administrator

FROM: Lori Gosz, Senior Public Management Specialist

RE: Police Chief Salary Comparisons

Steve,
Per your request, we were able to obtain the following Police Chief salary comparisons from five police departments in Wisconsin of similar size to the Village of Germantown.

City of Mequon: 2023 est. population = 25,489. PD of 40 sworn officers/7 civilian employees
Police Chief salary range = $106,089 - $148, 525. They described it as free range salary depending on experience.

Village of Whitefish Bay: 2023 est. population = 14,553. PD of 23 sworn officers/5 civilian employees.
Police Chief current salary is $133,544. Chief was promoted in 2020 and has been with the Department since 1998.

City of Watertown: 2023 est. population = 22,692. PD of 39 total employees.
Police Chief salary range = Minimum salary-$100,568, Median salary-$114,940, Maximum salary-$129,313.

Village of Pleasant Prairie: 2023 est. population = 21,250. PD of 40 sworn officers.
Police Chief salary range = $106,896 - $143,004. Current Chief has been with the Village since 2013, his current salary is $139,900.94.

City of Kaukauna: 2023 est. population = 17,493. PD of 27 sworn officers/total of 43 employees.
Police Chief salary range:

Entry Pay	Pay Step 1	Pay Step 2	Pay Step 3	Pay Step 4	Pay Step 5	Pay Step 6	Pay Step 7
Min of 6 Mos.	Min. of 6 Mos.	Min. of 6 Mos.	Min. of 9 Mos.	Min. of 9 Mos.	Min. of 12 Mos.	Min. of 12 Mos.	
$108,290	$110,727	$113,219	$115,766	$118,371	$121,034	$123,758	$126,542

After reviewing the comparisons above, it appears that the salary of the Germantown Police Chief would be in line with others in Wisconsin based on experience.

We hope that this information is beneficial to you and the Village Board.

Please let me know if you have any questions.

Thank you.

Lori

BUSINESS OF THE VILLAGE BOARD

MEETING DATE: March 3, 2025

PLACEMENT: Action Item

ITEM TITLE: Contract for Demolition of Buildings on the "Flower Source" Site W156 N11116 Pilgrim Road

SUBMITTED BY: Steve Kreklow, Administrator

SUMMARY EXPLANATION:

At the February 17th Village Board meeting, the Board directed staff to proceed with closing on offers to purchase three properties in the vicinity of the Pilgrim and Mequon Roads intersection. One of these properties, the old Flower Source property at W156 N11116 Pilgrim Road includes several buildings which may pose a safety hazard. These buildings include several dilapidated green houses, an abandoned house and an old garage. In order to limit Village liability for related to these structures, I am recommending that the Village Board approve the attached contract for $50,791 to D&H Demolition and authorize the demolition of these structures.

We contacted several firms to solicit proposals for demolition of the buildings on this property and received proposals from D&H Demolition and Veit Specialty Contracting and Waste Management, and Edgerton Construction. The D&H Proposal is the lowest cost of the three proposals. D&H is fully qualified for this work and is property insured. The contract cost will be paid initially out of an account set up for the Pilgrim/Mequon Redevelopment project to be reimbursed by Tax Increment District funds.

ATTACHMENT:

1. D&H Flower Source Demo Proposal 2.3.2025

STAFF RECOMMENDATION:

Recommend award of a contract in the amount of $50,791 for D&H Demolition for the demolition of structures at W156 N11116 Pilgrim Road.

ACTION BY Committee:

D & H Demolition, LLC
8727 W Lynx Avenue Milwaukee, WI 53225
P: 414-466-3366
Email: Rogerdhdemo@gmail.com

CONTRACT PROPOSAL

Date: February 3, 2025

D&H Demolition, LLC hereby proposes the following terms and conditions for the job as hereinafter specified:

Customer Name: GTNV_262983
Customer Contact: Bailey Copeland **Customer Address:** W156 N11116 Pilgrim Rd Germantown, WI 53022
Customer Phone: 262-893-1720 **Customer Email:** baileyccopeland@gmail.com
Job Address: W156 N11116 Pilgrim Rd Germantown, WI 53022

INCLUSIONS:

1) **Demolition, Erosion Control, and Plumbing Permits**
2) **Demolition of House and all Structures**
3) **Demolition includes complete Removal of Buildings, Foundations and Concrete Flooring.**
4) **Sewer and Water Capped & Sealed at Property Line**
5) **Backfill with Clean Fill**
6) **All Trucking included**
7) **All Debris disposed of at licensed landfill**
8) **All Concrete to a recycling facility**
9) **Daily cleanup to maintain a clean and safe working environment**

NOTE:

If there is well & septic rather than municipal sewer & water – work can be done as a change order for additional charge

- **Customer or Owner will be responsible for the following work:**
  1) **Utilities disconnect and removal (WE Energies)**
  2) **Asbestos inspection and abatement (if required)**
  3) **Topsoil, seed and mulch**
- **All salvage of demolition structures will become property of D&H Demolition**
- **Bid is based on the building being "clean" (no asbestos, lead paint, etc.)**
- **Contractor is not responsible for lawn damage**

EXCLUSIONS:

1) **No Well or Septic Removal**
2) **No Curb Cut or Replacement Concrete Work**
3) **No Security Fencing**
4) **No Topsoil, Seed or Mulch**
5) **No Inspections included without additional charge**
6) **No Utility Disconnects unless noted**
7) **No Asbestos inspection and abatement**
8) **No Disposal of any hazardous materials**

No back charges considered without written notification within 10 days of the occurrence and 3 days to respond

D & H Demolition, LLC

Contract Proposal

Date: February 3, 2025
Contract Job Address: W156 N11116 Pilgrim Rd Germantown, WI 53022

WE PROPOSE hereby to furnish material, labor and equipment – complete in accordance with above specifications for the sum of:
Fifty Thousand Seven Hundred Ninety one and No/100 Dollars ($50,791.00)

PAYMENT TERMS: **50% due at contract acceptance. Balance due once permits release and demolition can be scheduled. Demolition will not begin until full payment is made.**

Cash or Checks Accepted.
Credit Cards Accepted – additional 5% surcharge fee added

INCLUSIONS: One mobilization only. This proposal does not take into account seasonal weather conditions, which may affect method of production and price as stated above. Any such changes in production method or price would be identified in writing, and approved prior to implementation.

PRIME CONTRACTOR NOTICE: WI STATS 779.02(2) "As required by the Wisconsin Construction Lien Law, builder hereby notifies owner that persons or companies performing, furnishing, or procuring labor, services, materials, plans or specifications for the construction on owner's land may have lien rights on owner's land and buildings if not paid. Those entitled to lien rights, in addition to the undersigned builder, are those who contact directly with the owner or those who give the owner notice within 60 days after they first furnish labor or materials for the construction. Accordingly, owner probably will receive notices from those who furnish labor or materials for the construction, and should give a copy of each notice received to his mortgage lender, if any. Builder agrees to cooperate with the owner and his lender, if any, to see that all potential lien claimants are duly paid."

A SERVICE CHARGE COMPUTED BY A PERCENTAGE RATE OF 1 ½% PER MONTH WHICH IS AN ANNUAL PERCENTAGE RATE OF 18% MAY BE ASSESSED ON ALL INVOICES NOT PAID WITHIN TERMS OF SALE AS SHOWN ON INVOICE. THE CUSTOMER SHALL PAY ALL COSTS OF COLLECTION, INCLUDING ACTUAL ATTORNEYS FEES.

General: This writing document specifies all conditions and agreements. Any variations must be in writing only.

Quotations: Quotations may be subject to change if not accepted within 10 days.

Approval: No contract is binding on D&H Demolition, LLC unless an officer of the company signs it. Workman's Compensation and Public Liability Insurance on above work to be taken out by D&H Demolition, LLC.

Acceptance Of Proposal:
The stated prices, specifications and conditions are satisfactory and are hereby specified. Payment will be made as outlined above.

Name

Title Date

D & H Demolition, LLC

Roger Hajek – Owner

2-3-25

Date

BUSINESS OF THE VILLAGE BOARD

MEETING DATE: March 3, 2025

PLACEMENT: Resolution

ITEM TITLE: A Resolution Establishing the Fee for Outdoor Entertainment Permits

SUBMITTED BY: Brian Sajdak, Attorney

SUMMARY EXPLANATION:

At the January 6, 2025 meeting, the Village Board adopted an ordinance which created section 12.03 of the Germantown Municipal Code to establish an Outdoor Entertainment Permit within the Village. That code section provides that the Village Board shall establish a permit fee by resolution from time-to-time. The proposed resolution initially established a $350 fee for the annual permit, and for temporary (non-annual) permits, a $75 fee for the 3rd and subsequent temporary permits issued in any permit year (July 1 to June 30). This arrangement was based upon discussions previously held by the Public Safety Committee that there were concerns about imposing fees for one-time events for activities like MaiFest, which is why there is no fee for the 1st or 2nd temporary permit. These fees are consistent with the fees charged in other communities that have similar permits, and also reflect the administrative cost to the Village associated with the permits.

The Public Safety Committee ultimately recommended to adjust the annual permit fee from $350 to $200, which is reflected in the version of the ordinance before you.

Also attached for your information is the proposed permit application form.

ATTACHMENT:

1. Resolution re Outdoor entertainment permit fee
2. Outdoor Entertaiment Permit Application

STAFF RECOMMENDATION:

A motion to approve a Resolution Establishing the Fee for Outdoor Entertainment Permits to the Village Board as presented; or such other action as the Committee deems appropriate.

ACTION BY Committee:

The Public Safety Committee recommended adoption of the Resolution with the annual permit fee set at $200 on a vote of 2 to 1.

VILLAGE OF GERMANTOWN

RESOLUTION NO. _____-2025

A RESOLUTION ESTABLISHING THE FEE FOR OUTDOOR ENTERTAINMENT PERMITS

WHEREAS, the Village Board previously created section 12.03 of the Germantown Municipal Code which established an Outdoor Entertainment Permit within the Village; and

WHEREAS, Section 12.03 calls upon the Village Board to establish a permit fee by resolution from time-to-time; and

WHEREAS, the Village Board previously adopted a fee schedule which it desires to amend to provide for the fee related to Outdoor Entertainment Permits;

NOW THEREFORE, BE IT RESOLVED by the Village Board of the Village of Germantown that the Village Fee Schedule shall be amended to add a fee for the Outdoor Entertainment Permit as follows:

Annual Outdoor Entertainment Permit	$200
Temporary Outdoor Entertainment Permit (First and second permits in Permit Year)	$0/permit
Temporary Outdoor Entertainment Permit (Third and subsequent permits in Permit Year)	$75/permit

Adopted: _____, 2025

Vote: Ayes:_____ Nays:_____

_____
Dean M. Wolter, Village President

ATTEST:

_____
Donna Ott, Village Clerk

Village of Germantown

N112 W17001 Mequon Road
Germantown, WI 53022

Clear Form

OUTDOOR ENTERTAINMENT PERMIT APPLICATION

- Additional permits or approvals may be required by other Departments (sign permits, temporary use permits, building permits, electrical permits, liquor license, etc.). You are responsible for obtaining those permits prior to approval of this application. Contact Community Development at 250-4735 for further information.
- Approved annual permits are valid upon issuance and expire on the next June 30. Temporary permits are valid during the dates identified on the Permit. If there are any changes to a previously approved permit application, an amended approval will be needed.
- **IF YOUR APPLICATION SHOULD BE DENIED BY THE VILLAGE BOARD, THE FEES ARE NON-REFUNDABLE.**

☐	Annual Permit	$350
☐	Temporary Permit – 1st and 2nd Permits in Permit Year (7/1 to 6/30)	$0
☐	Temporary Permit – 3rd Permit and subsequent	$75
	Total:	

Applicant Name	Phone Number	Email

Applicant Business Name (if applicable)

Street Address of Applicant	City	State	Zip

Describe the area where the outdoor entertainment permit will be utilized, including the property address and a description of the area on the Property to be utilized. You MUST include a detailed, scale drawing of the area with dimensions, locations of speakers, televisions, performance location, and the like.

Describe the hours of outdoor entertainment. For Temporary Permits, List Dates and Hours of Event. For Annual Permits, List Proposed Days and Hours of outdoor entertainment (*e.g.*, Between June 1 and September 30, Fridays 4pm to 8pm, Saturdays Noon to 9 pm). You MUST include a detailed plan of operation setting forth the dates, hours, location, type and scope of the operation for all outdoor entertainment.

I hereby certify that the answers on this application are complete, true and correct to the best of my knowledge and belief and make application for an Outdoor Entertainment Permit in the Village of Germantown, Wisconsin, subject to the provisions and limitations of Wisconsin Statutes and Germantown Municipal Code, and hereby agree to comply with all laws, resolutions, ordinances, and regulations, affecting said activity, if a permit be granted to me.

_____ _____

Applicant Signature Date

For Office Use Only: Date:_____ Initials:_____ Amount Paid:_____Receipt #_____

Community Development Reviewed:_____ Plan Commission Date (if applicable):_____

Police Chief Date Notified_____Police Dept_____ Approve or_____Deny (Attach basis for denial). Police Chief or Designee_____ Date:_____

Fire Chief Date Notified_____ Fire Dept:_____ Approve or Deny (Attach basis for denial). Fire Chief or Designee Approval: _____Date:_____

500 foot Notice Mailing date_____ Public Safety Meeting Date_____ Approved/Denied (Circle One)

Village Board Meeting Date_____ Approved/Denied (Circle One) Permit Number: _____ Village Clerk Approval:_____

OUTDOOR ENTERTAINMENT PERMIT

POLICY & PROCEDURE

1. An Outdoor Entertainment Permit is required when the following types of entertainment are provided, wholly or in any part, including fixtures, attendees, and sound systems, outside of a fully enclosed permanent structure:

    a. Amplified or non-amplified music, including live singers, musicians, bands, or orchestras, recorded music, karaoke, juke boxes, live DJ's, background music, radios, and the like.

    b. Audio-visual broadcasts, including the presentation of live televised events such as a sporting event, television shows, movies and the like.

2. There are two types of outdoor entertainment permits:

    a. Annual Permit: Allows the permittee to provide outdoor entertainment outside an enclosed structure during specified hours. The permit period is July 1 through June 30, with each year requiring a new permit.

    b. Temporary permit: Allows the permittee to provide activities outside an enclosed structure during a specified period or periods for special, limited occurrences.

3. Permit applications must be accompanied by a site plan and a scaled drawing or map showing the location of all speakers, televisions, performance locations, and the like.

4. Permit applications must be accompanied by a detailed plan of operation setting forth the dates, hours, location, type and scope of the operation for all outdoor entertainment activities. A complete plan of operation should include as applicable a description of the type of entertainment to be offered, a security plan (including the number of security personnel, how they will be utilized, how they are identified, etc.), a plan to handle control and clearance of the parking lot during hours of operation and at closing time, a plan for unruly patrons, intoxicated patrons, and physical disturbances, a plan of how alcohol sales and consumption will be addressed, a plan for litter and noise complaints and contact information for an individual to address complaints at times entertainment is ongoing.

5. NO ALCOHOL BEVERAGES shall be served or consumed without appropriate licenses or permits.

6. All applications shall be referred to the Police Chief and Fire Chief for review and recommendation.

7. All property owners within 500 feet of the property to be subject to an Outdoor Entertainment Permit shall be notified of the pendency of application and the date(s), time(s) and location, when the request will be considered by the Public Safety Committee. This shall be done by first class mail, at least 15 days prior to the scheduled meeting.

8. The Public Safety Committee shall review the request, consider the recommendations of the Police and Fire Chiefs, and make a recommendation to the Village Board regarding issuance. The Village Board may impose conditions and restrictions on the permit found to be necessary to minimize the impact of the outdoor entertainment upon surrounding properties including limiting the dates and times of activities and requiring technologically reasonable steps to minimize noise and other impacts.

BUSINESS OF THE VILLAGE BOARD

MEETING DATE: March 3, 2025

PLACEMENT: Action Item

ITEM TITLE: An Ordinance to Amend Section 9.02 of the Germantown Municipal Code to Allow Hunting Within Wilderness Park

SUBMITTED BY: Steve Kreklow, Administrator

SUMMARY EXPLANATION:

The Village Board and the Milwaukee Metropolitan Sewerage District (MMSD) approved the transfer of land around Goldendale Creek owned by MMSD south of Holy Hill Road, west of Goldendale Road, east of I-41 and north of the railroad tracks as part of their Greenseams program from MMSD to the Village. (See attached map.) This parcel was included in the Recreational Trail Plan adopted by the Parks & Rec Commission and the Village Board. As part of development to the northwest of this parcel, the Village will be constructing a road (High Point Pass) from to the railroad tracks that will provide access to the Goldendale Creek parcel. The plan is for High Point Pass to eventually cross the railroad tracks and connect to Friestadt Road.

MMSD purchased the Goldendale Creek parcel using State of Wisconsin Nelson-Knowles Stewardship Grant funds that place some restriction on future use of the land. For example, the Village could not build a large indoor sports complex on the property or re-sell it to a developer for a hotel. However, the Village can construct are reasonably sized parking lot, trails, picnic areas and other similar facilities. The Nelson-Knowles Stewardship Grant also requires that hunting and trapping be allowed on this property. These requirements transfer with the property to the Village.

As the area around the Goldendale Creek parcel continues to develop and if the amenities like bike trails, nature trails, picnic areas and the like are added, the Village may not want to continue to allow hunting at this location. The DNR, who administers the Nelson-Knowles Stewardship Grant program has indicated that the Village could transfer the hunting requirement from the Goldendale Creek parcel to Wilderness Park - if the Village opens Wilderness Park up for hunting. The Village could still allow hunting at Goldendale Creek but would have the ability to restrict hunting in the future if necessary.

Wilderness Park is currently adjacent to two MMSD Greenseam properties totaling over 200 acres that allow hunting. This makes enforcement of our current No Hunting ordinance for Wilderness Park difficult to enforce. In addition, we do receive calls every hunting season requesting permission to hunt on that Village land. Opening Wilderness Park for hunting would create an open hunting area approaching 500 total acres in the part of the Village designated as our Rural Preservation District that is likely to remain relatively undeveloped well into the future.

The Parks & Recreation Commission considered this item at their February 19th

meeting and voted unanimously in support of transferring the Nelson-Knowles grant restrictions from the Goldendale Creek parcel to Wilderness Park and opening Wilderness Park for hunting. This change would require a change to Village Ordinance 9.02(3). The phrase “Wilderness Park as located in Section 12” would need to be deleted from 9.02(3)(c) and the phrase “Wilderness Park as located in Section 12” would need to be added to 9.02(3)(d)3.b.

ATTACHMENT:

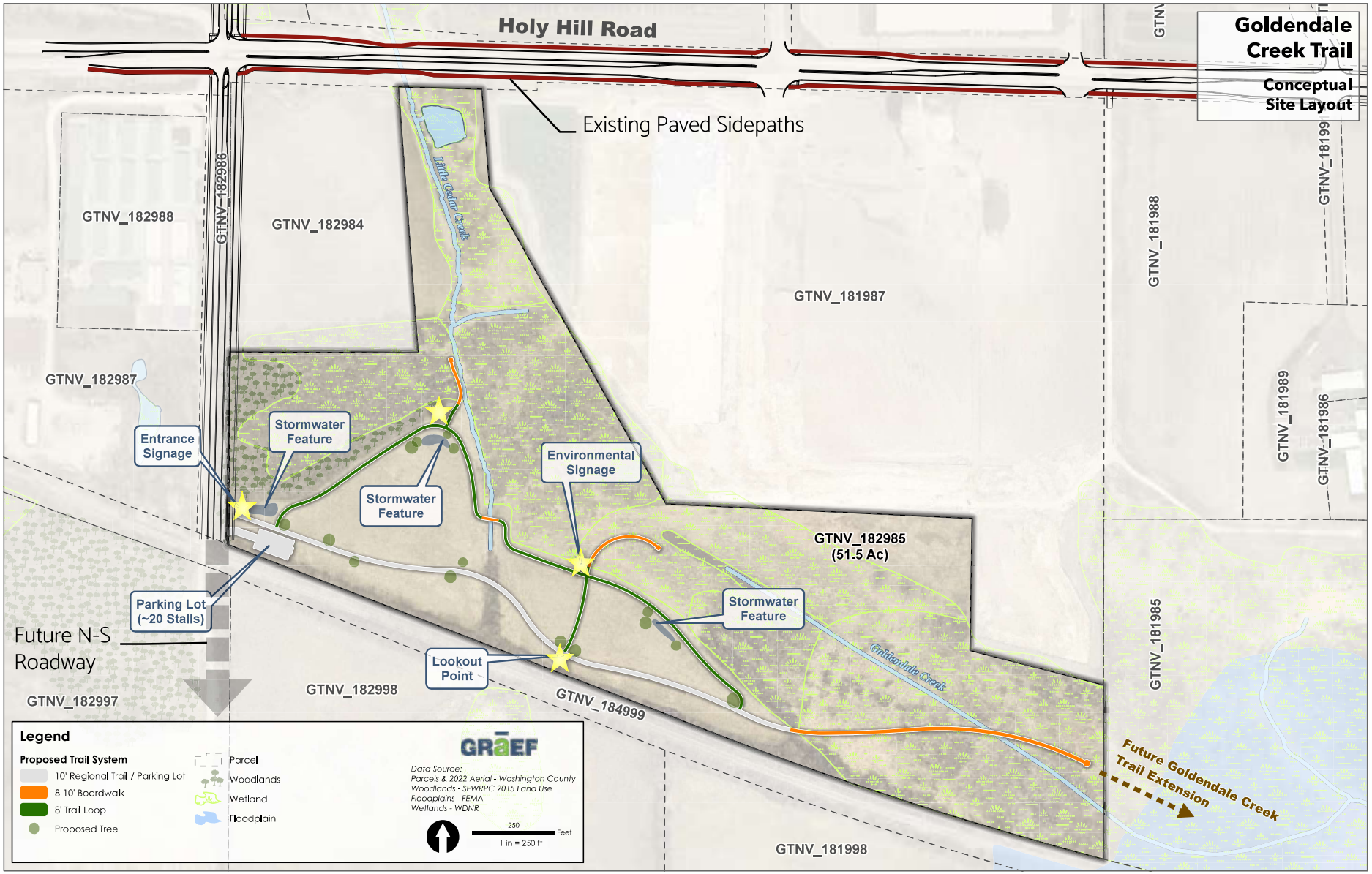
1. Goldendale Creek Parcel
2. Ordinance allowing hunting in Wilderness Park

STAFF RECOMMENDATION:

Approve a motion to approve An Ordinance to Amend Section 9.02 of the Germantown Municipal Code to Allow Hunting Within Wilderness Park.

ACTION BY Committee:

TRAIL CONCEPT PLAN



STATE OF WISCONSIN VILLAGE OF GERMANTOWN WASHINGTON COUNTY

ORDINANCE NO. ___-2025

AN ORDINANCE TO AMEND SECTION 9.02 OF THE GERMANTOWN MUNICIPAL CODE TO ALLOW HUNTING WITHIN WILDERNESS PARK

WHEREAS, the Village Board previously established section 9.02 of the municipal code relating to firearms and other dangerous weapons, including regulations with respect to hunting; and

WHEREAS, as part of the acquisition of land around Goldendale Creek owned by MMSD south of Holy Hill Road, west of Goldendale Road, east of I-41 and north of the railroad tracks as part of their Greenseams program from MMSD to the Village; and

WHEREAS, these lands are included in the Recreational Trail Plan adopted by the Parks & Rec Commission and the Village Board; and

WHEREAS, these lands were purchased by MMSD with State of Wisconsin Nelson-Knowles Stewardship Grant funds that place some restrictions on the lands, including the requirement to allow hunting on the lands; and

WHEREAS, as part of the acquisition of the lands by the Village, MMSD and the State have agreed that a transfer of hunting rights from the lands to Wilderness Park would satisfy the requirements of the Nelson-Knowles Stewardship Grant funds; and

WHEREAS, the Village Board desires to make this change which is in the interests of health, safety and welfare of the community;

NOW, THEREFORE, the Village Board of the Village of Germantown, Wisconsin, do ordain as follows:

SECTION I

Section 9.02(3)(c) of the Germantown Municipal Code is amended to read as follows (NOTE: Deleted text is ~~struck-through~~; Added text is double underlined):

(c) Restricted Shooting Areas. Except as provided in subsection (6) below, no registrations shall be issued for Sections 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35 ~~and Wilderness Park as located in Section 12,~~ all being in Town 9 North, Range 20 East, in the Village.

SECTION II

Section 9.02(3)(d)3.b. of the Germantown Municipal Code is amended to read as follows (NOTE: Deleted text is ~~struck-through~~; Added text is double underlined):

3. It shall be unlawful for any person other than a police officer in the performance of official duties to use or discharge a firearm or other dangerous weapon:

   b. Within any Village park or other land owned by the Village, except Wilderness Park as located in Section 12, Town 9 North, Range 20 East, in the Village.

SECTION III

The terms and provisions of this ordinance are severable. Should any term or provision of this ordinance be found to be invalid by a court of competent jurisdiction, the remaining terms and provisions shall remain in full force and effect.

SECTION IV

All ordinances or parts of ordinances contravening the terms of this ordinance are hereby to that extent repealed.

SECTION V

This ordinance shall take effect and be in full force upon its passage and the day after publication.

Adopted: Vote: Ayes: Nays: Absent:

_____
Dean Wolter, Village President

ATTEST:

_____
Donna Ott, Village Clerk

Approved as to form:

_____
Brian C. Sajdak, Village Attorney

Published:

BUSINESS OF THE VILLAGE BOARD

MEETING DATE: March 3, 2025

PLACEMENT: Ordinance

ITEM TITLE: An Ordinance to Amend Section 12.26 of the Germantown Municipal Code Related to the Weights and Measures License

SUBMITTED BY: Brian Sajdak, Attorney

SUMMARY EXPLANATION:

As part of a review of various code provisions, the Clerk's office identified some changes that made some sense from a process, procedures and expertise perspective. In the case of the Weights and Measures licensing, it makes more sense for the Clerk's department to handle this over someone from the Community Development department because the Clerk's department handles all other business licensing in the Village. Accordingly, the proposed ordinance changes the code to make the Clerk's department the responsible department for Weights and Measures licensing.

This change as been discussed with both the Clerk's Department and the Community Development Department who agree that this change, coupled with the change in responsibility for the Secretary for the Board of Zoning Appeals which is also on tonight's agenda, makes sense.

ATTACHMENT:

1. Ordinance to Amend Weights and Measures to Clerk responsibility

STAFF RECOMMENDATION:

A motion to recommend approval of An Ordinance to Amend Section 12.26 of the Germantown Municipal Code Related to the Weights and Measures License to the Village Board, or such other action as the Committee deems appropriate.

ACTION BY Committee:

The General Government and Finance Committee on 02/17/2025 unanimously recommended adoption of the Ordinance as presented.

STATE OF WISCONSIN VILLAGE OF GERMANTOWN WASHINGTON COUNTY

ORDINANCE NO. ___-2025

AN ORDINANCE TO AMEND SECTION 12.26 OF THE GERMANTOWN MUNICIPAL CODE RELATED TO THE WEIGHTS AND MEASURES LICENSE

WHEREAS, the Village Board previously adopted Section 12.26 of the Municipal Code relating to weights and measures under the authority provided in Wis. Stat. § 98.04; and

WHEREAS, the Village Board desires to amend the process and procedures related to these licenses;

NOW, THEREFORE, the Village Board of the Village of Germantown, Wisconsin, do ordain as follows:

SECTION I

Section 12.26 of the Germantown Municipal Code is amended to read as follows (NOTE: Deleted text is ~~struck-through~~; Added text is double underlined):

12.26 WEIGHTS AND MEASURES LICENSE.

(1) **DEFINITIONS AND TERMS.**

(a) Commercial Weighing or Measuring Devices are those used or employed in establishing the size, quantity, extent, area or measurement of quantities, things, produce, or articles for sale, hire or award, or in computing any basic charge or payment for services rendered on the basis of weight or measure within the Village of Germantown.

(b) Weights and Measures Program includes administration and enforcement of this section and Ch. 98, Wis. Stats., and any related actions.

(c) Pursuant to Section 98.04 Wis. Stats. , if the Village of Germantown does not establish its own department of weights and measures comprised of qualified sealers and inspectors, the Village may contract with the Wisconsin Department of Agriculture, Trade and Consumer Protection (DATCP) to enforce the Weights and Measures Program.

(2) **LICENSE REQUIRED.**

(a) Except as provided in paragraph (b), no person shall operate or maintain weights and measures, weighing or measuring devices and systems and accessories relating thereto which are used commercially within the Village of Germantown in determining the weight, measure or count of commodities or things sold or offered or exposed for sale on the basis of weights and measures license issued pursuant to the provisions of this section.

(b) Occasional sales temporarily permitted by a Village of Germantown Special Event Permit are exempt from licensing under this section.

(3) **APPLICATION.**

(a) The application for a weighing or measuring device license shall be made in writing on a form provided for such purpose by the Village Clerk ~~of Germantown Community Development Department – Inspection Services Division~~ and signed by an individual authorized to sign for the applicant. Such application shall state the type and number of weighing and measuring devices to be licensed, the location of the devices, the applicant's full name and post office address and whether such person is an individual, partnership, limited liability company or corporation. If a partnership, the application shall state the names of partners together with their addresses. If a company or limited liability corporation, the application shall state the names and addresses of all officers and agents of the applicant.

~~**ISSUANCE OF LICENSE.**~~

(b) The Village Clerk ~~of Germantown Community Development Department – Inspection Services Division~~ shall issue a license to the applicant if the requirements of this Code have been complied with upon payment of the license fee required herein.

(4) **TERM.**

(a) Licenses issued under this section shall expire on March 31 of each year except beginning in 2023 and for all subsequent years the annual license period shall run from July 1 to June 31.

(5) **ENFORCEMENT FOR NONRENEWAL.**

(a) It shall be the duty of the Village Clerk ~~of Germantown Community Development Department – Inspection Services Division~~ to notify the Village Attorney and other appropriate Village officials and to order the immediate enforcement of the provisions of this section in cases involving failure to renew a weighing or measuring device license. Said licensee shall be prohibited from operating or maintaining a weighing or measuring device until such time as a valid license has been obtained under the provisions of this section.

(6) **FEES.**

(a) The Village Board shall establish a fee schedule and revise as necessary by resolution for each type of weighing and measuring device for which a license is required under this section consistent with Chapter 98.04 Wis. Stats.

(b) The ~~Inspection Department~~ Village Clerk shall prepare an annual billing invoice and mail such notice with an application form for the next year and a copy of the fee schedule to each current licensee at the licensee's last known address as shown on the previous year application form.

(c) An administrative fee necessary to cover administrative costs incurred by Village staff for processing license applications including, but not limited to, issuing licenses, coordination with DATCP sealers and inspectors, and maintaining an up-to-date annual census of persons and/or businesses required to obtain a license may be charged to each person or business issued a license.

(d) A late fee will be charged and shall be paid prior to issuance of a weights and measures license if payment of all fees is not received on or before the due date shown on the billing invoice.

SECTION II

The terms and provisions of this ordinance are severable. Should any term or provision of this ordinance be found to be invalid by a court of competent jurisdiction, the remaining terms and provisions shall remain in full force and effect.

SECTION III

All ordinances or parts of ordinances contravening the terms of this ordinance are hereby to that extent repealed.

SECTION IV

This ordinance shall take effect and be in full force upon its passage and the day after publication.

Adopted: Vote: Ayes: Nays: Absent:

_____
Dean Wolter, Village President

ATTEST:

_____
Donna Ott, Village Clerk

Approved as to form:

_____
Brian C. Sajdak, Village Attorney

Published:

BUSINESS OF THE VILLAGE BOARD

MEETING DATE: March 3, 2025

PLACEMENT: Ordinance

ITEM TITLE: An Ordinance to Amend Section 1.30(2)(b) of the Germantown Municipal Code Related to Secretary of the Board of Zoning Appeals

SUBMITTED BY: Brian Sajdak, Attorney

SUMMARY EXPLANATION:

As part of a review of various code provisions, the Clerk's office identified some changes that made some sense from a process, procedures and expertise perspective. In the case of the Board of Zoning Appeals, it makes more sense for the Community Development Department's Administrative Coordinator to be the Secretary for the Board because this position has a better understanding of the rules, regulations, and zoning terminology than someone in the Clerk's office. Accordingly, the proposed ordinance changes the code to make this individual the Secretary for the Board of Appeals.

This change as been discussed with both the Clerk's Department and the Community Development Department who agree that this change, coupled with the change in responsibility for Weights and Measures licensing which is also on tonight's agenda, makes sense.

ATTACHMENT:

1. Ordinance to Amend BOZA secretary

STAFF RECOMMENDATION:

A motion to recommend the approval of An Ordinance to Amend Section 1.30(2)(b) of the Germantown Municipal Code Related to Secretary of the Board of Zoning Appeals to the Village Board, or such other action as the Committee deems appropriate.

ACTION BY Committee:

The General Government and Finance Committee on 02/17/2025 unanimously recommended adoption of the Ordinance as presented.

STATE OF WISCONSIN VILLAGE OF GERMANTOWN WASHINGTON COUNTY

ORDINANCE NO. ___-2025

AN ORDINANCE TO AMEND SECTION 1.30(2)(b) OF THE GERMANTOWN MUNICIPAL CODE RELATED TO SECRETARY OF THE BOARD OF ZONING APPEALS

WHEREAS, the Village Board previously established the Board of Zoning Appeals under the authority provided in Wis. Stat. § 62.23(7)(e); and

WHEREAS, the Village Board desires to amend the assignment of duties of the Secretary to the Board of Zoning Appeals;

NOW, THEREFORE, the Village Board of the Village of Germantown, Wisconsin, do ordain as follows:

SECTION I

Section 1.30(2)(b) of the Germantown Municipal Code is amended to read as follows (NOTE: Deleted text is ~~struck-through~~; Added text is double underlined):

(b) Secretary. The Administrative Coordinator of the Village's Community Development Department, or in the event of a vacancy in said position, the Village Clerk or the Village Clerk's designee, ~~Deputy Clerk~~ shall serve as Secretary to the Board.

SECTION II

The terms and provisions of this ordinance are severable. Should any term or provision of this ordinance be found to be invalid by a court of competent jurisdiction, the remaining terms and provisions shall remain in full force and effect.

SECTION III

All ordinances or parts of ordinances contravening the terms of this ordinance are hereby to that extent repealed.

SECTION IV

This ordinance shall take effect and be in full force upon its passage and the day after publication.

Adopted: Vote: Ayes: Nays: Absent:

_____
Dean Wolter, Village President

ATTEST:

_____
Donna Ott, Village Clerk

Approved as to form:

_____
Brian C. Sajdak, Village Attorney

Published:

BUSINESS OF THE VILLAGE BOARD

MEETING DATE: March 3, 2025

PLACEMENT: Presentation

ITEM TITLE: 2024 Germantown Community Library Annual Report

SUBMITTED BY: Trisha Smith, Library Director

SUMMARY EXPLANATION:

The data is reported annually to the library division of the Wisconsin Department of Public Instruction and includes numbers for library collections, services, governance, finances, staffing technology and programming. The final report was presented at the Germantown Community Library Board meeting on Wednesday, February 26, 2025. Data will be reviewed by the state and used to calculate library reimbursement in 2026 from Washington and adjacent counties for circulation by residents of non-libraried municipalities.

ATTACHMENT:

1. GT 2024 Annual Report

STAFF RECOMMENDATION:

ACTION BY Committee:

GERMANTOWN COMMUNITY LIBRARY

BUILD CONNECTIONS ENRICH LIVES

2024 BY THE NUMBERS

GERMANTOWN COMMUNITY LIBRARY

225,000+ PRINT + 64,000+ DIGITAL + 56,000+ AUDIO / VISUAL + 13,000+ LIBRARY OF THINGS = **358,184** ITEMS CHECKED OUT & 5,200+ NEW ITEMS ADDED

11,799 REGISTERED LIBRARY CARDS

37,080 SERVICE QUESTIONS

103,707 LIBRARY VISITS IN 2024!

21,356 PEOPLE ATTENDED

530 PROGRAMS

10,000+ PEOPLE AT PROGRAMS AT THE LIBRARY

11,000+ PEOPLE AT PROGRAMS HELD OUTSIDE THE LIBRARY

36,406 PARTICIPANTS IN SELF-DIRECTED ACTIVITIES

THE VALUE OF MATERIAL CHECKED OUT BY PATRONS AT THE GERMANTOWN COMMUNITY LIBRARY IN 2024 WAS

$5,803,819

LAUNCHED IN 2022, OUR OUTREACH SERVICES DEPARTMENT CHECKED OUT

12,223 ITEMS

The Enchanted Library

9,898 PUBLIC COMPUTER LOGINS

15,197 WIRELESS LOGINS

1,370 COMMUNITY & STUDY SPACES USED

4,842 LESSONS & VIDEOS VIEWED ON UNIVERSAL CALSS

1,052 PEOPLE WORKED ON COMMUNITY PUZZLES

1,115 VOLUNTEER HOURS COMPLETED

WWW.GERMANTOWNLIBRARYWI.ORG (262) 253-7760

GERMANTOWN COMMUNITY LIBRARY

BUILD CONNECTIONS ENRICH LIVES

BUILD CONNECTIONS, ENRICH LIVES

GERMANTOWN COMMUNITY LIBRARY

NEW SERVICES

APR
NEW PROGRAM CALENDAR AVAILABLE FOR PROGRAM & ROOM SCHEDULING

JUNE
EXPANDED PATIO AREA AVAILABLE & RIBBON CUTTING HELD

AUG
NEW MONARCH CATALOG AVAILABLE

SEPT
EXPANDED YOUTH AUDIO COLLECTIONS INCLUDES CHAPTER BOOK & TONIES

THANK YOU FOR USING THE GERMANTOWN COMMUNITY LIBRARY!

ADDITIONAL FACILITY & SERVICES UPDATES:

- JAN: WINTER READING PROGRAM HELD WITH 2,400+ PARTICIPANTS
- APR: HOSTED KETTLE MORAINE FINE ARTS GUILD SHOW IN ADDITIONAL TO THE ART SHOW FOR THE GERMANTOWN SCHOOL DISTRICT
- APRIL: LIBRARY'S 60TH ANNIVERSARY CELEBRATION HELD
- JUNE: SUMMER READING CHALLENGE HELD WITH 1,500+ PARTICIPANTS AND 8,500+ LOGS TURNED IN (18% INCREASE FROM LAST YEAR)
- JULY: LIBRARY WAS THE GRAND MARSHAL IN THE GERMANTOWN PARADE
- OCT: HELD FALL HOLIDAY STORYTIMES WITH LOCAL SENIOR LIVING FACILITIES
- SEPT: CREATED ADDITIONAL STAFF WORKSPACE & STORAGE AREAS
- SEPT: $45,000+ IN FUNDING WAS RAISED FROM LOCAL BUSINESSES, ORGANIZATIONS & INDIVIDUALS FOR OUR PATIO EXPANSION PROJECT TO INCLUDE EXPANDED AREA, PICNIC TABLES/UMBRELLAS, EARLY LITERACY ITEMS, MUSICAL INSTRUMENT GARDEN, ADA-ACCESS, YEAR-ROUND BIKE RACK & UPDATED LANDSCAPING/DONOR BRICK AREA
- 2024: IN ITS THIRD YEAR, OUTREACH SERVICES CHECKED OUT 12,000+ ITEMS TO SCHOOL, SENIOR LIVING FACILITIES & COMMUNITY ORGANIZATIONS
- 2024: WORKED THROUGH PROCEDURES & ADJUSTMENTS IN RESPONSE TO REDUCED LIBRARY HOURS, STAFFING & SERVICES

OUR LIBRARY OF THINGS & LIBRARY OF THINGS, JR. COLLECTIONS INCLUDE DOZENS OF PUZZLES, BOARD GAMES, EARLY LITERACY KITS, TONIES, MEREADERS, CRAFT KITS, DISCGOLF, HIKING, ADVENTURES PASSES & MORE!

WHAT'S NEXT IN 2025?

- RETURN TO NORMAL HOURS
- EXPANDED COLLECTIONS
- NEW PROGRAMS INCLUDING YOUTH SUMMER PROGRAMS & PROGRAMS FOR TWEENS!

PROGRAM HIGHLIGHTS

GERMANTOWN COMMUNITY LIBRARY

BUILD CONNECTIONS ENRICH LIVES

WE HELD OUR 60TH ANNIVERSARY CELEBRATION IN APRIL WITH LIBRARY HISTORY DISPLAYS, A SLIDE SHOW. COLLABORATIVE ART PROJECT & CAKE!

EVERY FEBRUARY, THE LIBRARY WELCOMES 2ND GRADES FROM LOCAL SCHOOLS FOR OUR ANNUAL LIBRARY FIELD TRIPS!

THE FRIENDS OF THE GERMANTOWN COMMUNITY LIBRARY SOLD OVER 350 BASKETS THIS YEAR AND DONATED $40,000 TO THE LIBRARY TO BE USED FOR PROGRAMS, MATERIAL & SERVICES IN 2025!

WE HELD OUR FIRST HOLIDAY KINDERMARKET VENDOR FAIR EVENT AT THE LIBRARY IN DECEMBER. WE HAD OVER 24 YOUTH VENDOR TABLES AND OVER 250 PEOPLE STOP BY TO SHOP AT THIS EVENT!

GERMANTOWN COMMUNITY LIBRARY

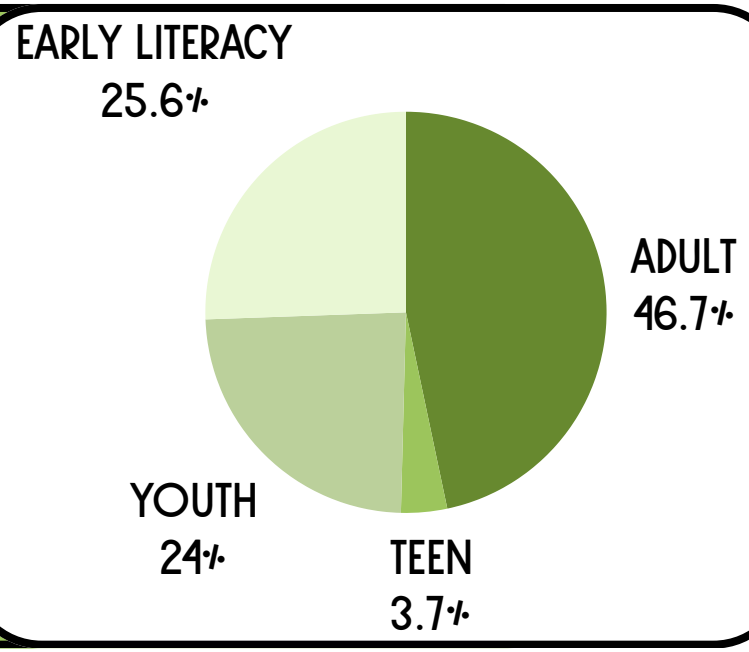
2024 CIRCULATION BY THE NUMBERS

*ESTIMATED AMOUNTS TO THE NEAREST 1,000

PHYSICAL CIRCULATION BY TARGET AGE OF MATERIAL*

- ADULT: 137,000
- TEEN: 11,000
- YOUTH: 71,000
- EARLY LITERACY: 75,000

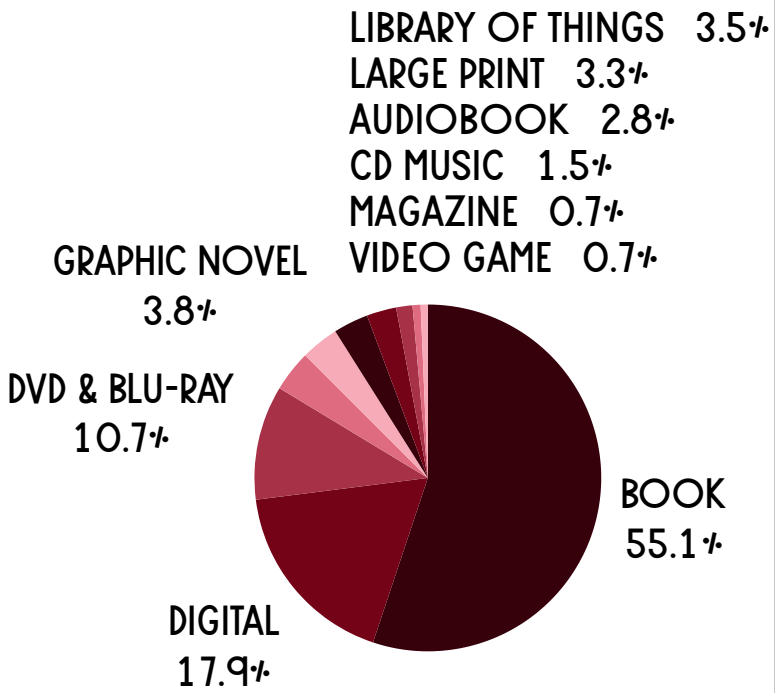
TOTAL: 294,178



TOTAL CIRCULATION BY TYPE OF MATERIAL*

- BOOK: 197,000
- DIGITAL: 64,000
- DVD & BLU-RAY: 38,000
- GRAPHIC NOVEL: 14,000
- LIBRARY OF THINGS: 13,000
- LARGE PRINT: 12,000
- AUDIOBOOK: 10,000
- CD MUSIC: 5,000
- MAGAZINE: 3,000
- VIDEO GAME: 2,000

TOTAL: 358,184



GERMANTOWN COMMUNITY LIBRARY

2024 CIRCULATION BY THE NUMBERS

PHYSICAL CIRCULATION BY MUNICIPALITY

GERMANTOWN (V): 189,222

RICHFIELD: 51,879

JACKSON (V): 11,247

JACKSON (T): 10,183

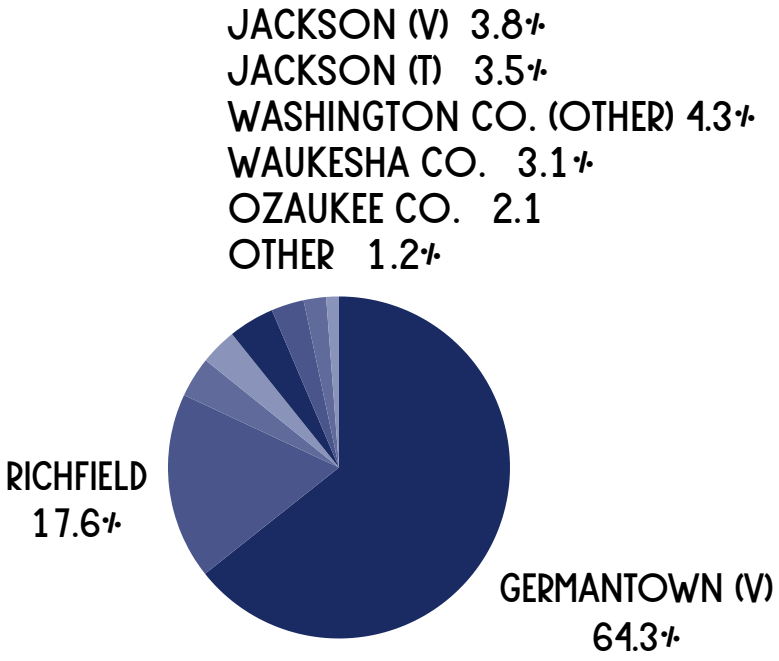
WASHINGTON CO. (OTHER): 12,753

WAUKESHA CO.: 9,115

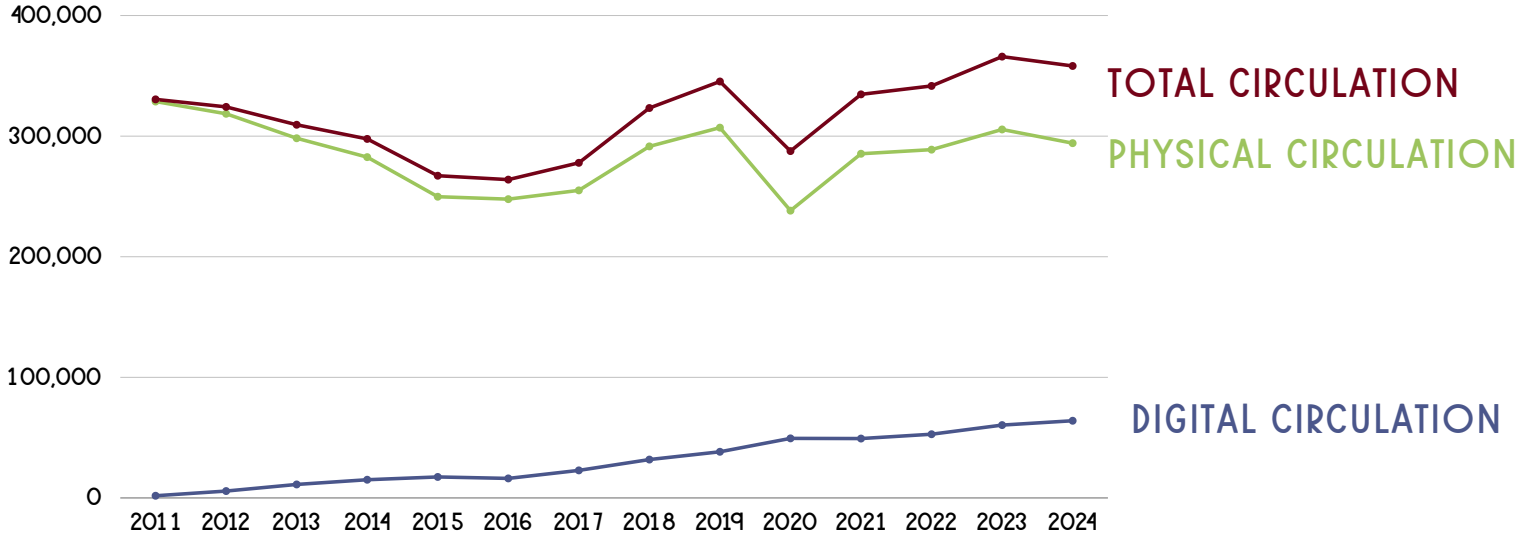
OZAUKEE CO.: 6,245

OTHER: 3,534

TOTAL: 294,178



PHYSICAL CIRCULATION TRENDS (2011 - 2024)



GERMANTOWN COMMUNITY LIBRARY

2024 REVENUE & EXPENDITURES

LIBRARY REVENUE

GERMANTOWN: $719,000

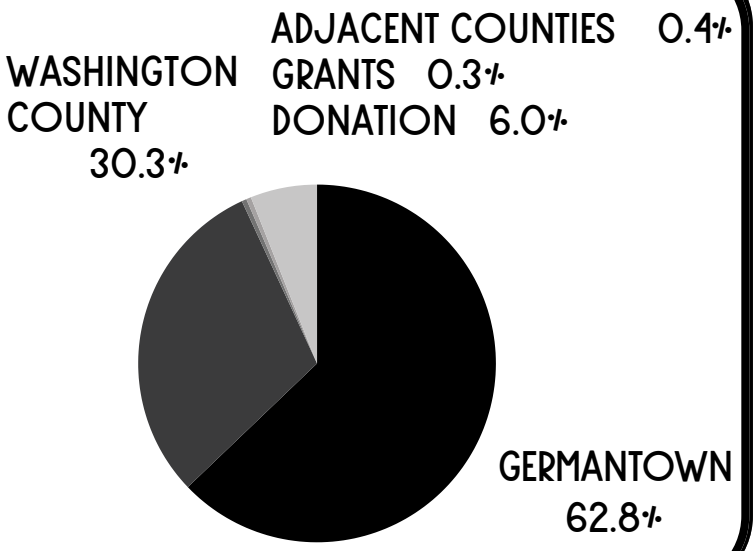
WASHINGTON COUNTY: $346,000

ADJACENT COUNTIES: $5,000

GRANTS: $4,000

DONATIONS: $69,000

TOTAL: $1,143,000



LIBRARY EXPENDITURES

SALARIES: $571,000

BENEFITS: $180,000

PUBLIC WORKS: $83,000

UTILITIES: $71,000

COLLECTION MATERIAL: $99,000

PROGRAMMING: $62,000

COMPUTER SERVICES: $29,000

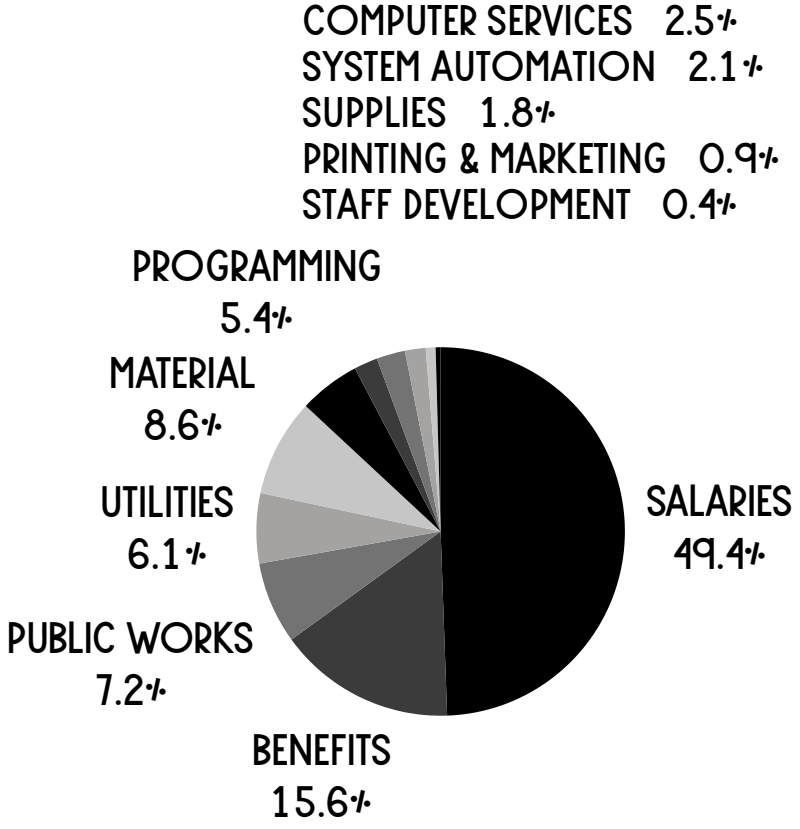
SYSTEM AUTOMATION: $24,000

SUPPLIES: $21,000

PRINTING & MARKETING: $10,000

STAFF DEVELOPMENT: $5,000

TOTAL: $1,155,000



BUSINESS OF THE VILLAGE BOARD

MEETING DATE: March 3, 2025

PLACEMENT: Action Item

ITEM TITLE: Administrator Setting 2025 Performance Goals. 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.

SUBMITTED BY:

SUMMARY EXPLANATION:

The Village Board may enter closed session pursuant to Wis. Stat. § 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the Board has jurisdiction or exercises responsibility. Establishing goals for a public employee is a critical component of performance reviews, and this section authorizes the Board to enter into closed session for that purpose.

ATTACHMENT:

STAFF RECOMMENDATION:

Should the Board decide that it wishes to enter closed session, a motion to enter closed session pursuant to Wis. Stat. §19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of the Village Administrator.

ACTION BY Committee: