

MEETING:	REGULAR MEETING OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE
DATE AND TIME:	Wednesday, October 1, 2025 5:30 PM
LOCATION:	Germantown Village Hall Board Room N112 W17001 Mequon Road

MINUTES

I. CALL TO ORDER:

Administrative Assistant, Heidi Van Beek, called the Public Works and Highways Committee meeting to order at 5:30PM. A motion was made to appoint Trustee Warren as the Chair Pro Tem.

Motion: Approve as presented

Motioned By: Rick Miller

Seconded By: Jan Miller

Yes: Rick Miller, Robert Warren, Jan Miller

No: None

Abstain: None

Motion Passed (Yes 3, No 0, Abstained 0)

II. ROLL CALL:

Present: Trustee Rick Miller, Trustee Robert Warren, Trustee Jan Miller

Absent: None

Excused: Trustee Kaminski

III. MEETING MINUTES:

A. September 23, 2025 (ACTION)

Motion: Approve as presented

Motioned By: Jan Miller

Seconded By: Rick Miller

Yes: Rick Miller, Robert Warren, Jan Miller

No: None

Abstain: None

Motion Passed (Yes 3, No 0, Abstained 0)

IV. PUBLIC COMMENT:

Two citizens spoke:

Melanie Smythe (N140W17938 Cedar Lane) spoke about asset inventory.

Scott Hefle (W159N10514 Old Farm Rd) spoke about the budget.

V. UNFINISHED BUSINESS:

None

VI. NEW BUSINESS:

- A. An Ordinance to Amend Section 8.02 of the Germantown Municipal Code related to Sidewalk Winter Maintenance. (ACTION)

Director of Public Works, Matt Mortwedt, continued the discussion from previous meetings about amending the Municipal Code pertaining to sidewalk maintenance.

Motion 1: Approve as presented

Motioned By: Rick Miller

Seconded By: Robert Warren

Motion 2: Amend Motion 1 to clarify the maintenance pertains to snow and ice removal

Motioned By: Robert Warren

Seconded By: Rick Miller

Yes: Rick Miller, Robert Warren, Jan Miller

No: None

Abstain: None

Motion to Amend Passed (Yes 3, No 0, Abstained 0)

Yes: Rick Miller, Robert Warren, Jan Miller

No: None

Abstain: None

Motion as Amended Passed (Yes 3, No 0, Abstained 0)

- B. A Resolution adopting the Sidewalk Winter Maintenance Map. (ACTION)

Director of Public Works, Matt Mortwedt, presented the map that has been created based on the feedback from the July and August PWHC meetings.

Motion: Amend alternative map on County Line with revisions

Motioned By: Rick Miller

Seconded By: Robert Warren

Yes: Rick Miller, Robert Warren, Jan Miller

No: None

Abstain: None

Motion Passed (Yes 3, No 0, Abstained 0)

- C. An Ordinance to Amend Section 9.19 of the Germantown Municipal Code related to election campaign sign placement in the right-of-way. (ACTION)

Director of Public Works, Matt Mortwedt, explained the proposed amendment to

Municipal Code Section 9.19 related to regulations of election campaign signs disallows the placing of election campaign signs in the right-of way.

Motion: Approve as presented

Motioned By: Rick Miller

Seconded By: Jan Miller

Yes: Rick Miller, Robert Warren, Jan Miller

No: None

Abstain: None

Motion Passed (Yes 3, No 0, Abstained 0)

D. A Resolution joining Washington County to support the reversal of the EPA non-attainment designation for portions of Washington County. (ACTION)

Washington County Board Chair, Jeffrey Schleif, outlined the issue and asked for the Village's support for the reversal of the EPA non-attainment designation for portions of Washington County.

Motion: Approve as presented

Motioned By: Rick Miller

Seconded By: Jan Miller

Yes: Rick Miller, Robert Warren, Jan Miller

No: None

Abstain: None

Motion Passed (Yes 3, No 0, Abstained 0)

E. Division Road Update - Additional Survey for Easement and Plat Work (DISCUSSION)

Director of Public Works, Matt Mortwedt, gave the Division Road update and explained the additional survey for easement and plat work. This was a discussion only item.

F. 2025 Construction Debrief and Discussion (DISCUSSION)

Director of Public Works, Matt Mortwedt, gave a debriefing on the 2025 construction projects within the Village. This was a discussion only item.

VII. DIRECTOR'S REPORT:

A. October Director's Report

Director of Public Works, Matt Mortwedt, gave his October Director's Report to the Committee. The report included updates on the 2025 Road Program, the emergency repair on Tower #1, adjustments to the grading at the new Yard Waste Facility, storm repairs, equipment auctions, and retirement of one of our Highway Operators.

VIII. NEXT MEETING DATE:

The next Public Works and Highways Committee Meeting will be held on November 5, 2025 at 5:30PM.

IX. ANNOUNCEMENTS:

None

X. ADJOURNMENT:

Chairperson Warren adjourned the meeting at 7:35PM.