

MEETING:	REGULAR MEETING OF THE ECONOMIC DEVELOPMENT COMMISSION
DATE AND TIME:	Tuesday, December 9, 2025 6:00 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.*

Chairperson Trustee Jan Miller called the Economic Development Commission meeting to order at 6:00 PM.

II. **ROLL CALL:**

Present: Trustee Jan Miller, Trustee Kristen Borst, Member Joletta Kerpan, Member Jim Sedgwick, Member Scott Hefle, Member Melanie Smythe, Member Jeffrey Voyer
Also Present: Deputy Clerk Maddy Laufenberg, Communications Coordinator Brenton Schimp

III. **ANNOUNCEMENTS:**

Chairperson Trustee Jan Miller thanked community members for attending the Windsong Circle Luminary Night and announced the upcoming Kiwanis Breakfast with Santa event. Member Kerpan spoke regarding the Chamber of Commerce gift card sale.

- IV. **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 four (4) 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.) Comments that may be injurious to village personnel or other individuals will not be allowed.*

V. **MEETING MINUTES:**

- A. November 11, 2025, Meeting Minutes (ACTION)

Motion: Approve as presented

Motioned By: Kristen Borst

Seconded By: Jeffrey Voyer

Yes: Jan Miller, Kristen Borst, Jim Sedgwick, Melanie Smythe

No: None

Abstain: Jolletta Kerpan, Scott Hefle, Jeffrey Voyer

Motion Carried by Voice Vote (Yes 4, No 0, Abstained 3)

VI. BUSINESS DEVELOPMENT LOAN POOL APPLICATIONS:

- A. Germantown Business Development Loan Pool Application: Karl Yentz, Yentz Family Chiropractic LLC (ACTION)

Motion: Approve as presented

Motioned By: Kristen Borst

Seconded By: Jeffrey Voyer

Yes: Jan Miller, Kristen Borst, Jolletta Kerpan, Jim Sedgwick, Scott Hefle, Melanie Smythe, Jeffrey Voyer

No: None

Abstain: None

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

- B. Germantown Business Development Loan Pool Application: Deborah Schmidt, DLS Product Strategies DBA Intrust Events (ACTION)

Motion: Approve as presented, with the condition that a lease for a Germantown location is provided to Bank FiveNine

Motioned By: Kristen Borst

Seconded By: Jeffrey Voyer

Yes: Jan Miller, Kristen Borst, Jolletta Kerpan, Jim Sedgwick, Scott Hefle, Melanie Smythe, Jeffrey Voyer

No: None

Abstain: None

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

- C. Germantown Business Development Loan Pool Application: Adam Chamorro, Chamorro Insurance Agency LLC (ACTION)

Motion: Approve as presented

Motioned By: Kristen Borst

Seconded By: Scott Hefle

Yes: Jan Miller, Kristen Borst, Jolletta Kerpan, Jim Sedgwick, Scott Hefle, Melanie Smythe, Jeffrey Voyer

No: None
Abstain: None

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

- D. Germantown Business Development Loan Pool Application: Joey Carini, Warhawk Wash (ACTION)

Motion: Approve as presented
Motioned By: Kristen Borst
Seconded By: Scott Hefle

Yes: Jan Miller, Kristen Borst, Joletta Kerpan, Jim Sedgwick, Scott Hefle, Melanie Smythe
No: Jeffrey Voyer
Abstain: None

Motion Carried by Voice Vote (Yes 6, No 1, Abstained 0)

VII. UNFINISHED BUSINESS:

- A. Germantown Marketing Campaign Videos - Formerly "Celebrate Germantown" (DISCUSSION AND ACTION)

Communications Coordinator Schimp provided a recap of the Germantown marketing campaign presentation from last meeting and showed the sample video again. Discussion ensued regarding funding, staff assignments, and potential next steps.

- B. Formerly "Celebrate Germantown" Goals and Rename (DISCUSSION)

Discussion ensued regarding goals and a new name for the campaign. Commissioners were instructed to provide their thoughts to the Clerk's office for compilation before the next Economic Development Commission meeting.

- C. Operation Storefront Update (DISCUSSION AND ASSIGNMENTS)

Commissioners reviewed the Village of Germantown Industrial Vacancy Rates provided by Village Administrator Kreklow, as well as the list of empty storefronts on County Line Rd, Mequon Rd, and Main St, provided by Village President Soderberg. A list of available lots for sale in the Village of Germantown was not provided or discussed. Trustee David Baum addressed questions that commissioners raised regarding large vacant warehouse spaces and the process for filling them with new businesses.

- 1. List of Empty Warehouses for Lease with Square Footage (DISCUSSION AND ACTION)

2. List of Available Lots for Sale in the Village of Germantown (DISCUSSION AND ACTION)
3. List of Empty Box Stores on County Line Road (DISCUSSION AND ACTION)

D. Business Loan Pool Monthly Report - Update regarding number of applicants and application (UPDATE, DISCUSSION, AND ASSIGNMENTS)

Commissioners discussed the Business Loan Pool Seminar held in October 2025, and the Business Loan Pool applications that followed from it. More publicity through the village website and social media platforms was suggested.

E. Beautification of Germantown (DISCUSSION AND ASSIGNMENTS)

Commissioners discussed potential beautification initiatives, including the placement of Germantown flags around the Village.

VIII. NEW BUSINESS:

IX. NEXT MEETING DATES:

- A. January 13, 2026
- B. February 10, 2026
- C. March 10, 2026

X. ADJOURNMENT:

Motion: Adjourn at 7:25 PM
Motioned By: Jim Sedgwick
Seconded By: Joletta Kerpan

Yes: Jan Miller, Kristen Borst, Joletta Kerpan, Jim Sedgwick, Scott Hefle, Melanie Smythe, Jeffrey Voyer

No: None

Abstain: None

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