

VILLAGE OF GERMANTOWN
N112 W17001 MEQUON ROAD
GERMANTOWN, WI 53022

MEETING: PUBLIC SAFETY COMMITTEE

DATE AND TIME: MONDAY, APRIL 7, 2014
6:00 p.m.

LOCATION: Germantown Village Hall Board Room

- I. **CALL TO ORDER:** This meeting has been given public notice in accordance with Wisconsin Statutes, Section 19.83 and 19.84 in such form that will apprise the general public and news media of subject matter that is intended for discussion and action.
- II. **ROLL CALL:** Chairperson Werderman, Trustees Daniels, Ewert and Hughes
- III. **PUBLIC COMMENT:** Please be advised per State Statute Section 19.84(2), information will be received from the public. It is the policy of this municipality that there be a three minute time period, per person, with time extensions per the Chief Presiding Officer's discretion; be further advised that there may be limited discussion on the information received. However, NO ACTION will be taken under public comments.
- IV. **APPROVAL OF MINUTES:** March 3, 2014 meeting
- V. **REPORTS:**
 - A. Police Department
 1. Monthly
 - B. Fire Department
 1. Monthly
 - C. Overtime Reports
 1. Police Department
 2. Fire Department
 - D. Policy Updates
 1. Policy & Procedure- Written Directives System – Police Dept.
 2. Directive – Intradepartmental Communication – Police Dept.
- VI. **UNFINISHED BUSINESS:**
 - A. Discussion of Burning Regulations
 1. An Ordinance Amending Section 5.11 of the Municipal Code of Germantown Relating to the Regulation of Burning within the Village
 - B. Chaplain Position – Fire Department

VII. **NEW BUSINESS:**

- A. Denial of Operator (Bartender) License – Regina L. White
- B. Application for Dance License – Deutschstadt Heritage Foundation, Mai Fest, (Compass Properties) May 16, 2014 from 5:00 p.m. to 12:00 a.m.; May 17, 2014 from 11:00 a.m. to 12:00 a.m.; and May 18, 2014 from 12:00 p.m. to 8:00 p.m., W164 N11269 Squire Drive
- C. Application for Annual Dance License, Florian Park Conference & Event Center, N112W18611 Mequon Road
- D. Application for Amendment of “Class B” License for Outside Premises Extension, Sheer Lounge, N112 W16560 Mequon Road, July 26, 2014 from 2:00 p.m. to 10:00 p.m.
- E. Application for Dance License, K & K Acquisitions, LLC d/b/a Sheer Lounge, N112 W16560 Mequon Road, July 26, 2014 from 2:00 p.m. – 10:00 p.m.
- F. Application for Amendment of “Class B” License for Outside Premises Extension, Sheer Lounge, N112 W16560 Mequon Road, Annual Extension from 3:00 p.m. to 10:00 p.m.

VIII. **NEXT MEETING:** Set May 2014 Meeting Date and Time

IX. **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)250-4740 at least 2 days prior to the meeting.

NOTICE is given that a majority of the Village Board may attend this meeting to gather information about an agenda item over which they have decision making responsibility. This may constitute a meeting of the Village Board per State ex rel. Badke v. Greendale Village Board, even though the Village Board will not take formal action at this meeting.

**MEETING MINUTES
PUBLIC SAFETY COMMITTEE MEETING
MARCH 3, 2014
GERMANTOWN POLICE DEPARTMENT ANNEX**

CALL: The meeting was called to order at 6:10 p.m. by Chairman Werderman.

ROLL CALL: Chairman Werderman, Trustees Daniels, Ewert and Hughes were present. Also present were Captain Snow, Deputy Fire Chief Maury, Deputy Fire Chief Stark, FF/EMT Delain, Clerk Goeckner, and Commissioner Myers.

PUBLIC COMMENT: No discussion.

APPROVAL OF MINUTES: a motion was made by Ewert, seconded by Daniels, to approve the minutes of the February 3, 2014 Public Safety Committee Meeting. Motion carried unanimously.

POLICE DEPARTMENT MONTHLY REPORT: Snow reported that accident numbers had increased and speeding citations were down, both likely due to the inclement winter weather. He added that drug arrests were up and credited the K-9 officer with that increase. Snow also advised that the department had purchased the Trailblazer for the DARE vehicle and it was currently at General Fire for lighting install.

FIRE DEPARTMENT MONTHLY REPORT: Maury advised that Fire Calls were up 3% and EMS calls up 23%. He added that drills and outside activities were being conducted as weather permitted. Werderman asked how the advertising for additional staff was going, Delain said the signs posted around the Village needed to be updated, and Stark added that 6 are in fire school at this time.

OVERTIME REPORTS FOR POLICE AND FIRE DEPARTMENTS: No discussion.

POLICY UPDATES: No discussion.

DISCUSSION OF BURNING REGULATIONS: Delain presented copies of the current ordinance and of the proposed ordinance regarding burning regulations, and answered questions from the committee regarding points of difference. There was a lengthy discussion about the changes, and concerns were expressed with the loss of detail from the current ordinance to the proposed ordinance. Delain explained that the style of the proposed ordinance was done at the village attorney's recommendation and minimization of detail was intentional due to NFPA 1 updating their information every 2 years. Further discussion followed regarding leaf burning, burning restrictions attached to zoning requirements, burning complaints from residents, changing items on the permit such as hours and duration of permit, and whether to carry this item over for further discussion. Ewert suggested that it be settled with this evening's discussion.

A motion was made by Daniels, seconded by Ewert, to direct the fire department to make the final revisions on the proposed burning ordinance which would include the following: keeping the hours as listed on the current burning ordinance which is 8:00 a.m. to 8:00 p.m., adopting the NFPA 1, and to include item 6 - Prohibited Burning section - from the current burning ordinance. Committee members stated they were in agreement with the proposed change in the duration of the permits to one month. Motion was amended by Daniels and seconded by Ewert to include section 5(a) & 5(c) Additional Regulations, from the current burning ordinance. Amended motion was amended by Ewert, seconded by Daniels, to allow for the increase of the fire size in section 5(c) to 5' in diameter and 5' in height from the formerly approved 2.5' height. Both amended motions carried unanimously, original motion carried 3-1 with Werderman, Ewert and Daniels voting aye, Hughes voting nay.

APPLICATION FOR DANCE LICENSE, KIWANIS CLUB OF GERMANTOWN, FIREMENS' PARK, JULY 4, 2014 FROM 1:30 P.M. TO 11:00 P.M.: a motion was made by Hughes, seconded by Daniels, to forward this dance application to the Village Board with a recommendation of approval. Motion carried unanimously.

AN ORDINANCE AMENDING SECTION 12.16(3) OF THE MUNICIPAL CODE OF GERMANTOWN AS IT RELATES TO THE LICENSING OF CATS WITHIN THE VILLAGE: a motion was made by Daniels, seconded by Hughes, to forward this ordinance amendment to the Village Board with a recommendation of approval to accept the changes as presented by the Clerk's Office. Motion carried unanimously.

CHAPLAIN POSITION - FIRE DEPARTMENT: Maury advised that the fire department does not have an official chaplain position - which is a volunteer position - and they would like to have this position created and made official along with a job description. He added that Chief Hoell would be working with the fire department and would use the police department chaplain job description as a guideline.

Werderman stated they should proceed with the job description and bring it to next month's meeting for review.

NEXT MEETING: Werderman advised next month's meeting would be held on Monday, April 7, 2014 at 6:00 p.m.

ADJOURNMENT: there being no further business, the meeting was adjourned at 6:54 p.m.

Recorded by,



Julie L. Barth
Secretary

Germantown Fire Dept.



Monthly Report February, 2014

Prepared by, Firefighter / EMT John Delain

Category Index

Explanation: All of the categories used in the Fire Alarm Situations portion of the report are taken from the National Incident Fire Reporting (NFIRS) report used to report to the U.S. Fire Administration. Some of the categories are subjective and are the best fit for the incident that was responded to.

1. Accident, Potential Accident:
2. Animal Problem or Rescue: To assist an animal in distress or free themselves. Ex. Deer trapped in pond, Cat in tree.
3. Bomb Scare: To provide fire and / or EMS protection in the event a bomb is found or reported.
4. Chemical Release: The discharge of any known or unknown chemical. Ex. Possible Ammonia release.
5. Combustible / Flammable Spills: The release of Diesel Fuel or Gasoline type fluid.
6. Canceled En Route: Canceled while responding to a call.
7. Controlled Burns: A report of a fire that was authorized, but was unknown of that until arrival. Ex. A valid burning permit was issued, and ordinance was being followed, but was unknown to responding units prior to arrival.
8. Cover Assignment / Stand By: Mutual aid to either stand by at a different agency's quarters. Ex. Mutual aid to Mequon with an engine to stand by when they have a major alarm.
9. Cultivated vegetation, Crop Fire: A fire in a field where the crop has been cultivated. Ex. A corn field fire after the corn has been harvested.
10. Electrical Wiring Problem: A hazardous condition caused by faulty electrical systems. Ex. Melted wiring due to an overloaded circuit.
11. Explosive: Bomb removal: To assist with the disposal of an explosive. Ex. Assisting the bomb squad with removing an incendiary device.
12. Explosion: Report of an explosion. Ex. Electrical transformer blew up.
13. Scorch Burns with no Fire: Fire had been present at some time, but was not active at time of arrival.
14. Extrication: Car accident or industrial accident where a mechanical means of patient removal was needed.
15. False Alarm and False call: No cause for the received alarm.
16. Fire Other: A fire call that does not fit into any other category.
17. Hazardous Condition: A call containing a hazardous atmosphere, usually non symptomatic Carbon Monoxide calls.
18. Hazmat Release Investigation: A call for an unconfirmed chemical release. Ex. The smell of natural gas in the area of the power plant.

19. Lock In: A person(s) locked in a location needing assistance getting out.
20. Malicious False Alarm: A false alarm set intentionally.
21. Mobile Property Fire: A fire in a mobile object. Ex. Car or truck fire.
22. Medical Assist: Assist the medical crew on scene.
23. Natural Vegetation Fire: Grass / Field fire.
24. Outside Rubbish Fire: Fire in garbage cans dumpsters, and accumulations of debris.
25. Overpressure / Rupture: When a compressed cylinder releases its contents. Ex. A propane tank is overfilled and begins to off gas.
26. Person in distress: Generalized category.
27. Public service assistance: Generalized category used when somebody may just need help.
28. Emergency Medical Call: When a fire apparatus responds to a scene as a first responder, when mutual aid is called.
29. Search for Lost Person: Assist in searching for a lost person.
30. Other: Other
31. Severe weather / Natural Disaster. Calls that may pertain to in climate weather. Ex. Search an area after a tornado.
32. Smoke / Odor problem: A call received for "smoke in the building, or The smell of something burning".
33. Special Type of Incident: An incident that may not be in the other classifications. Ex. High angle rescue, dive team.
34. Special outside fire: Ex. A tree on fire in a yard.
35. Steam or Gas Mistaken for Smoke: A call that is reported as smoke is found to be steam upon arrival. Ex. Respond to a car fire, upon arrival find that it is overheating.
36. Structure Fire: Fire in any structure. Ex. House Fire.
37. Unauthorized Burning: A call or complaint for someone who is burning without a permit, or outside village ordinance.
38. Detector Malfunction: A call for a fire alarm that upon arrival is found not to be a fire, but an alarm system that was not working correctly.
39. Water Problem: Fire sprinkle pipe burst.
40. Wrong location, no emergency: Crews were dispatched to the wrong location.
41. Unintentional Detector Operation: Fire alarm summoned the fire department due to a condition that may be present, but not a real situation. Ex. Smoke in a house due to burnt food.

EMS Situations

1. Pulse less Non-Breathing: A person with no pulse who is not breathing, CPR is usually conducted and an Automated External Defibrillator is applied.
2. Motor Vehicle Crash with injuries: Vehicle accidents where patients were transported to the hospital.
3. Cardiac: Patients with cardiac chest pain, dysrhythmias, Congestive Heart Failure, Myocardial Infarction (Heart Attack).
4. Diabetic: Patient with either low or high blood glucose levels, patient may be conscious or unconscious, or may be combative and incoherent.
5. Altered Level of Conscious: Patients who are not aware of where they are, who they are, what time it is, or what day it is. May be some of the above symptoms or all, or a combination.
6. Routine EMS call: Could be any number of things, difficulty breathing, fell out of bed, not feeling well, pain, feeling weak, headache, abdominal pain, lift assist.
7. Drugs / Alcohol: Patients that are transported due to problems known to be caused by drugs or alcohol.
8. Trauma: Calls that are due to injury instead of illness. Ex. Fall and hit head, broken leg.
9. DOA: Patient is dead on arrival, no CPR will be performed, medical examiner will be called to the scene.
10. Industrial Accidents: Injuries that occur at a business that are caused by occupational hazard. Ex. Arm amputated by a machine.
11. Suicide: When one kills one's self.
12. Attempted Suicide: When one does not succeed at the above category.
13. Carbon Monoxide: A call that is received for a Carbon Monoxide detector activation in a residence, or when symptoms match that of Carbon Monoxide poisoning and the area is monitored and detected by F.D. personal.

By reading the above descriptions you can see that some of these categories overlap each other, for example, a diabetic may present as an altered level of consciousness, or a person who is under the influence of drugs or alcohol may fit the altered level of consciousness category. Calls are categorized by the best fit according to the written EMS report.

Gentlemen & Captain -

Just wanted to say a very sincere thank you for all your help on Sunday. Your care and compassion was much appreciated.

You all made the destruction of the corner of my garage so much easier to endure.

Hope you all know how grateful this community is for the fine service you provide.

Thank You


Very Sincerely,
Margaret Messner

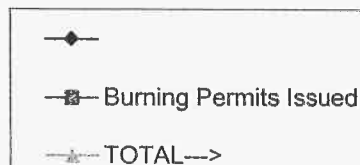
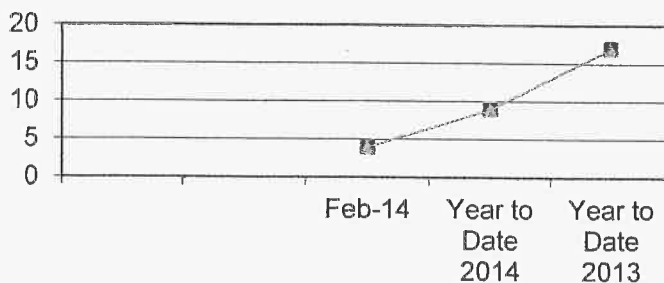
Fire Alarm Situations	Feb-14	Year to Date 2014	Year to Date 2013	% Change from 2013 to 2014
Accident, potential accident				#DIV/0!
Animal Problem or rescue				#DIV/0!
Bomb Scare				#DIV/0!
Chemical Release	6	6	6	0%
Citizen Complaint				#DIV/0!
Combustable/Flamable Spills	1	6	2	200%
Cancelled En Route	1	1	3	-67%
Controlled burns				#DIV/0!
Cover assignment Stand by	2	3	4	-25%
Cultivated vegetation, crop fire				#DIV/0!
Electrical wiring problem			1	-100%
Explosive, Bomb Removal				#DIV/0!
Explosion no fire	1	1		#DIV/0!
Scorch burns with no fire	1	1	2	-50%
Extrication				#DIV/0!
False alarm and false call				#DIV/0!
Fire Other				#DIV/0!
Hazardous condition				#DIV/0!
HazMat release investigation				#DIV/0!
Lock-In				#DIV/0!
Malicious false alarm				#DIV/0!
Mobile property fire				#DIV/0!
Medical assist			2	-100%
Natural vegetation fire				#DIV/0!
outside rubbish fire				#DIV/0!
Overpressure / rupture				#DIV/0!
Person in distress				#DIV/0!
Public service assistance			1	-100%
Emergency medical call				#DIV/0!
Search for lost person				#DIV/0!
Other				#DIV/0!
Severe weather / Nat. Disaster	2	2		#DIV/0!
Smoke / odor problem	1	1		#DIV/0!
Special Type of Incident				#DIV/0!
Special outside fire				#DIV/0!
Steam or gas mistaken for smoke				#DIV/0!
Structure Fire	1	4	3	33%
unauthorized burning				#DIV/0!
Detector Malfunction	8	17	14	21%
Water problem		1		#DIV/0!
Wrong location, no emergency		2	1	100%
Unintentional Detector operation	7	15	13	15%
				#DIV/0!
TOTAL --->	31	63	53	19%

EMS Alarm Situations	Feb-14	Year to Date 2014	Year to Date 2013	% Change from 2013 to 2014
Pulseless Non-Breathing		1	4	-75%
Cardiac	7	14	14	0%
Diabetic		1		#DIV/0!
Altered Level of Consciousness	7	17	12	42%
Routine EMS Calls	58	128	109	17%
Drugs / Alcohol	1	3	5	-40%
Trauma	17	42	42	0%
DOA	1	1	1	0%
Industrial Accidents				#DIV/0!
Suicide				#DIV/0!
Attempted Suicide				#DIV/0!
Carbon Monoxide				#DIV/0!
TOTAL -->	92	208	187	11%

Occupancy Inspection Activities	Feb-14	Year to Date 2014	Year to Date 2013	% Change from 2013 to 2014
Consultation				#DIV/0!
Inspection - Fire Protection				#DIV/0!
Inspection - General	55	79	219	-64%
Inspection - Occupancy Permit	1	1	3	-67%
Inspection - other				#DIV/0!
Inspection - Special				#DIV/0!
Inspection - Sprinkler System				#DIV/0!
Inspection - Complaint			2	-100%
Fire Drill				#DIV/0!
TOTAL---->	56	80	224	-64%

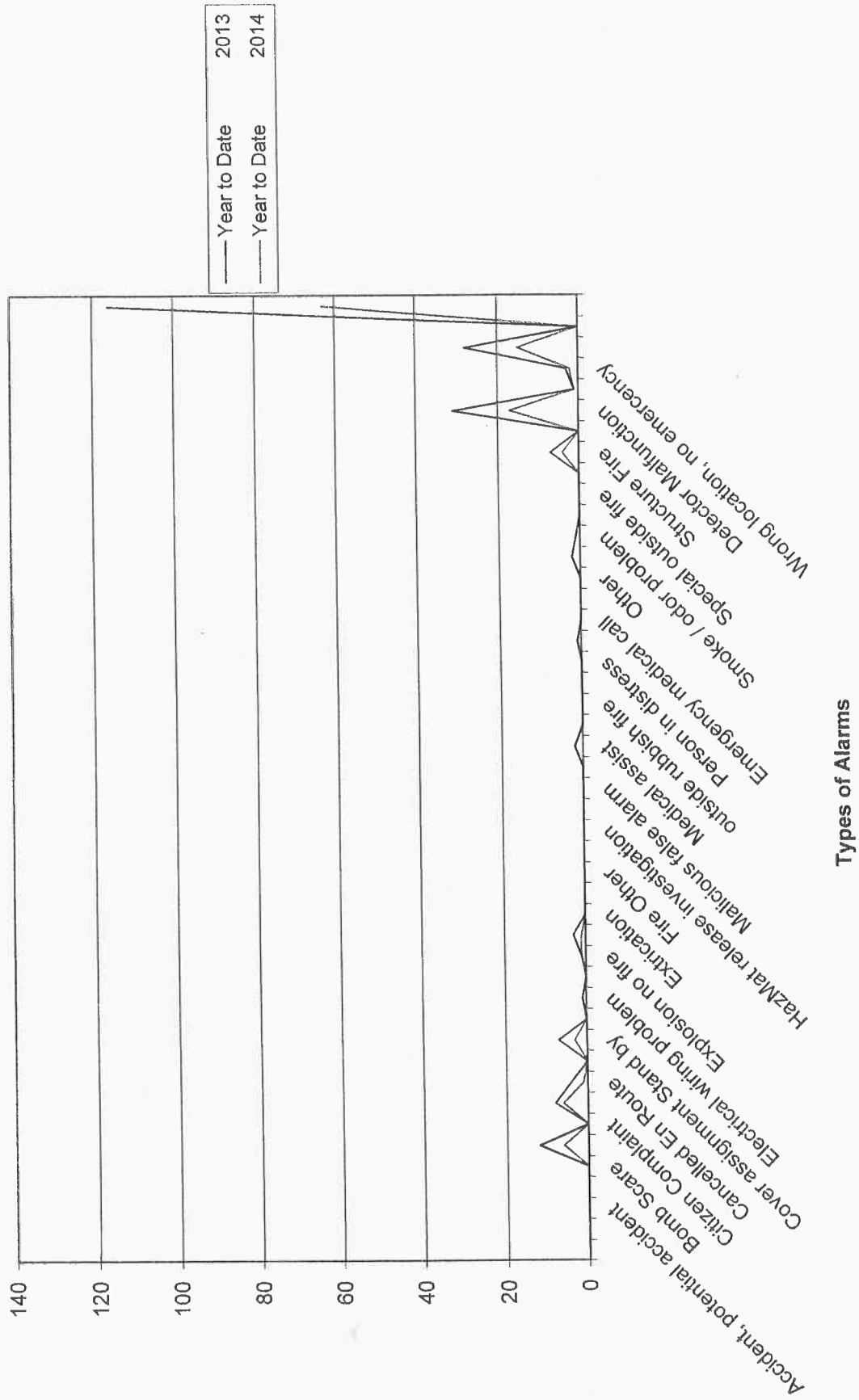
Burning Permits	Feb-14	Year to Date 2014	Year to Date 2013	% Change from 2013 to 2014
Burning Permits Issued	4	9	17	-47%
TOTAL---->	4	9	17	-47%

Burning Permits

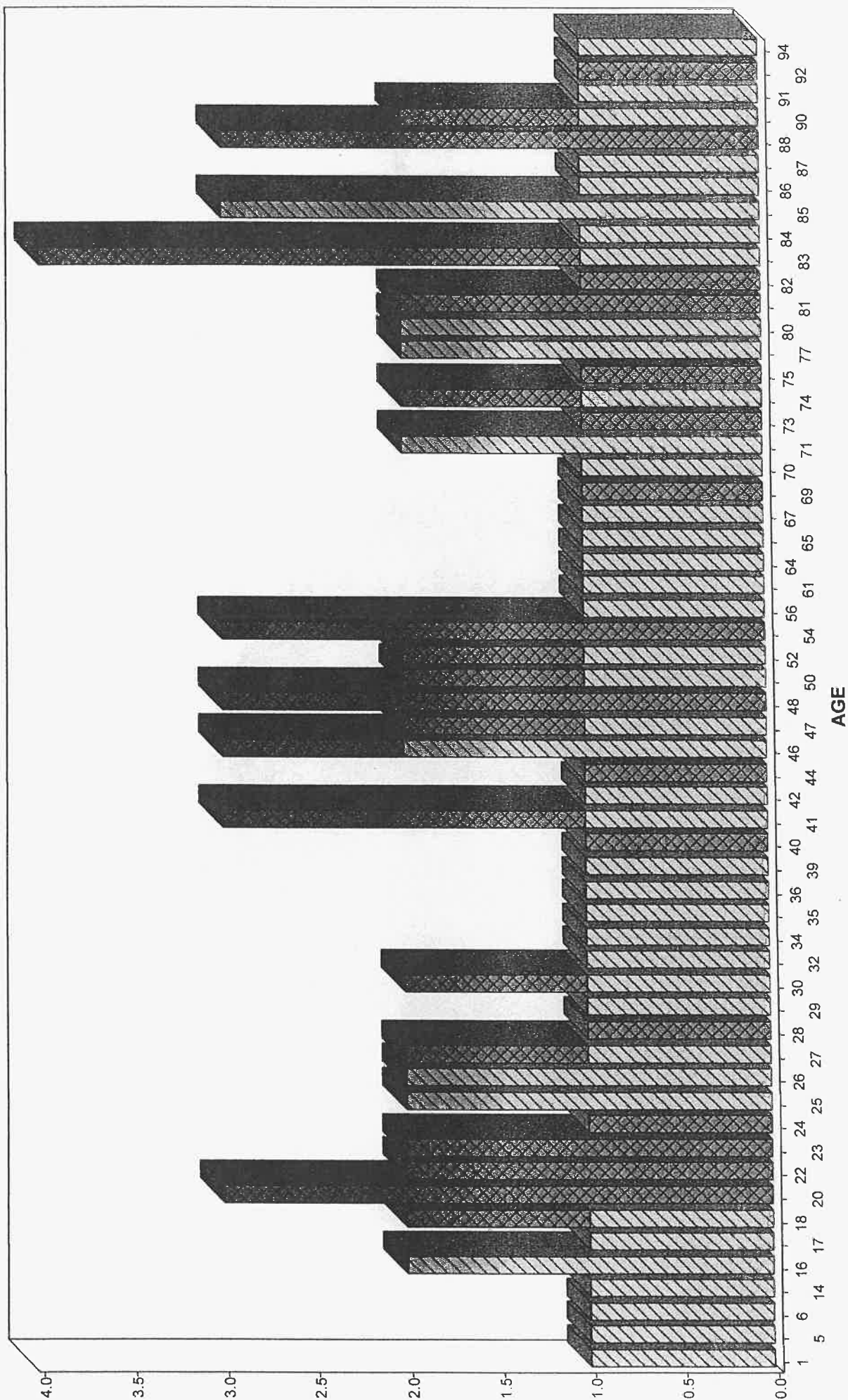


Year to Date

Fire Alarm Situations

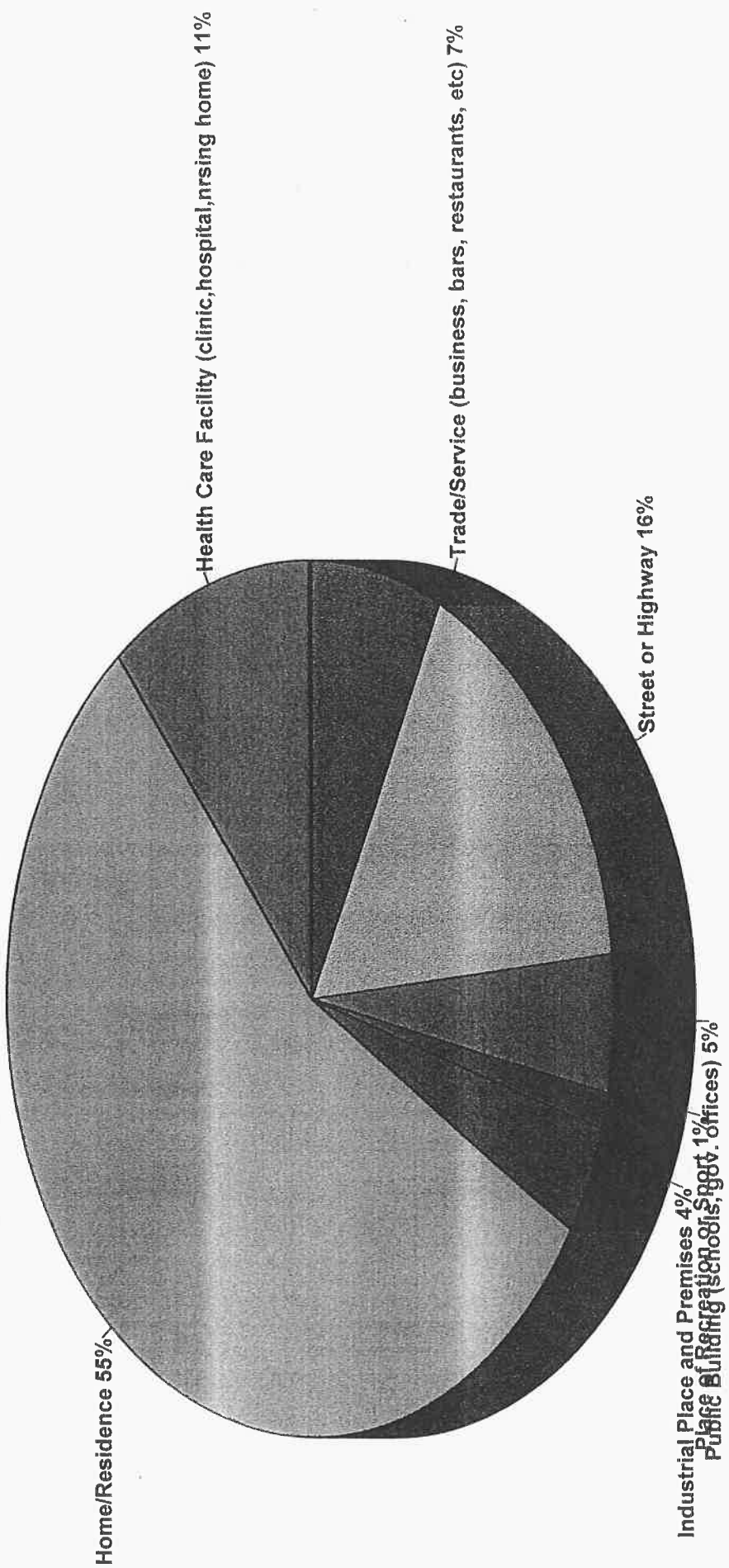


Patients by Age, Gender
 Alarm Date Between {2/1/2014} And {2/28/2014}

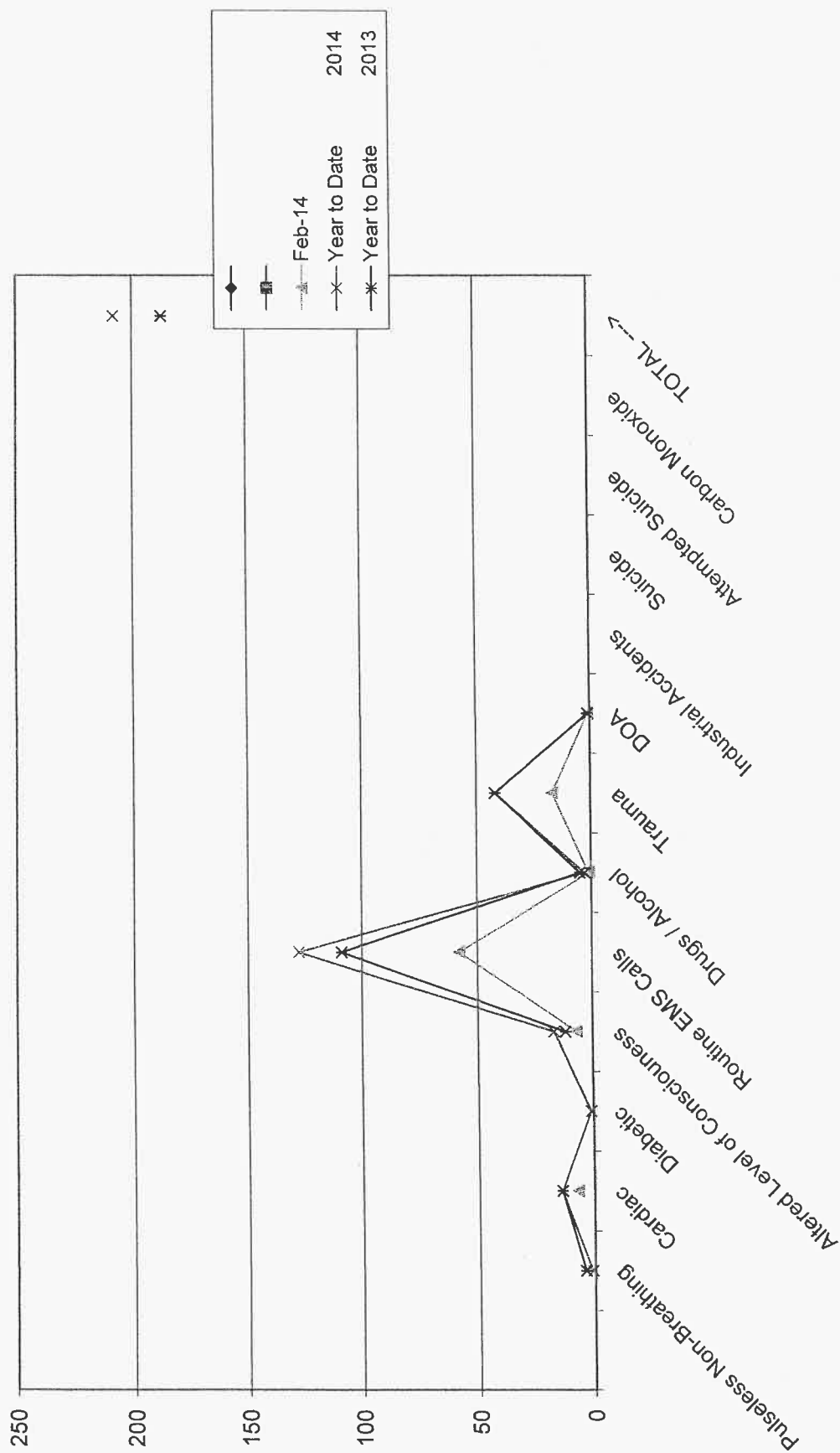


FEMALE
 MALE

Location Type
Alarm Date Between {2/1/2014} And {2/28/2014}

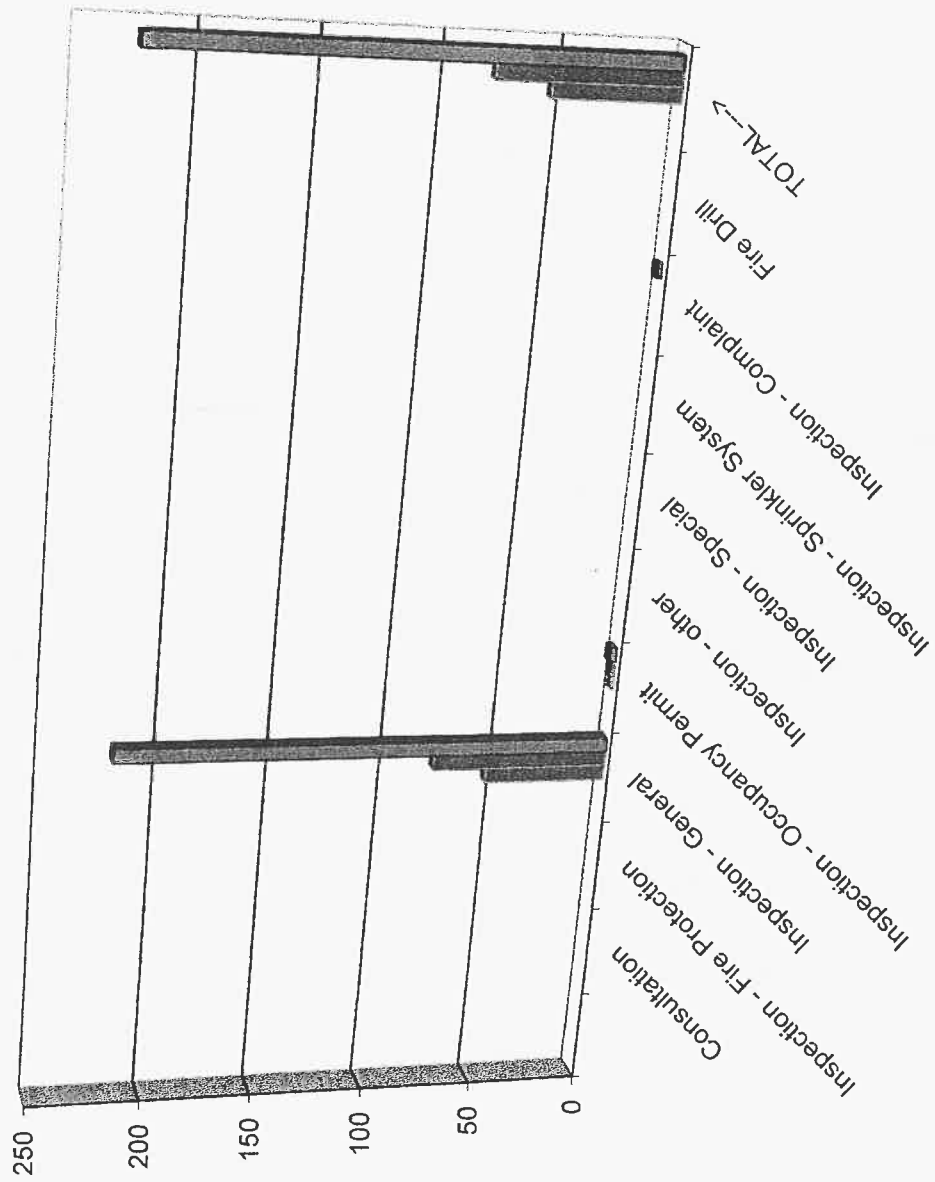


EMS Alarm Situations



Types of EMS Alarms

Inspection Activities



Inspection Categories

Germantown Fire Department

Aid Responses by Department (Summary)

Alarm Date Between {2/1/2014} And {2/28/2014}

Type of Aid	Count
HFD Hartford Fire Dept	
Mutual aid given	1
	1
LFD1 Lisbon Fire Dept.	
Mutual aid received	1
	1
MFFD Menomonee Falls Fire Department	
Mutual aid received	1
Mutual aid given	2
	3

Germantown Fire Department

Average Turnout per Incident

Alarm Date Between {2/1/2014} And {2/28/2014}

Total Number of Incidents	105	Total Number of Responding Personnel	426
Average Turnout per Incident		5	

Germantown Fire Department
Avg Resp Time of the First Arriving Unit
Alarm Date Between {2/1/2014} And {2/28/2014}

Incident#	Unit	Date	Alm Time	Arr Time	Response Code	Response
14-0000138	1752 International Ambulance (1752)	02/01/2014	02:48:00	02:57:00	Emergency	00:09:00
14-0000139	1752 International Ambulance (1752)	02/01/2014	07:29:00	07:41:00	Emergency	00:12:00
14-0000140	1756 International Ambulance (1756)	02/01/2014	08:59:00	09:07:00	Emergency	00:08:00
14-0000141	1702 Deputy Chief (1702)	02/01/2014	12:05:00	12:10:00	Emergency	00:05:00
14-0000142	1702 Deputy Chief (1702)	02/01/2014	18:35:00	18:46:00	Emergency	00:11:00
14-0000143	1760 Pierce Saber (1760)	02/01/2014	18:49:00	19:09:00	Emergency	00:20:00
14-0000144	1752 International Ambulance (1752)	02/01/2014	21:10:00	21:20:00	Emergency	00:10:00
14-0000145	1785 FORD F350 (1785)	02/02/2014	10:48:00	10:54:00	Emergency	00:06:00
14-0000146	1752 International Ambulance (1752)	02/02/2014	17:58:00	18:06:00	Emergency	00:08:00
14-0000147	1756 International Ambulance (1756)	02/02/2014	18:06:37	18:14:51	Emergency	00:08:14
14-0000149	1756 International Ambulance (1756)	02/02/2014	23:11:00	23:17:00	Emergency	00:06:00
14-0000150	1754 FORD E450 (1754)	02/03/2014	08:53:25	08:58:16	Emergency	00:04:51
14-0000151	1751 Chevy Tahoe (1751)	02/03/2014	22:43:00	22:50:00	Emergency	00:07:00
14-0000152	1752 International Ambulance (1752)	02/04/2014	08:33:00	08:40:00	Emergency	00:07:00
14-0000153	1752 International Ambulance (1752)	02/04/2014	13:18:00	13:25:00	Emergency	00:07:00
14-0000154	1756 International Ambulance (1756)	02/04/2014	13:37:23	13:43:11	Emergency	00:05:48
14-0000155	1756 International Ambulance (1756)	02/04/2014	16:12:25	16:26:00	Emergency	00:13:35
14-0000156	1764 Pierce Velocity (1764)	02/04/2014	21:07:00	21:15:00	Emergency	00:08:00
14-0000157	1752 International Ambulance (1752)	02/05/2014	08:40:37	08:50:43	Emergency	00:10:06

Germantown Fire Department
Avg Resp Time of the First Arriving Unit
Alarm Date Between {2/1/2014} And {2/28/2014}

Incident#	Unit	Date	Alm Time	Arr Time	Response Code	Response
14-0000158	1752 International Ambulance (1752)	02/05/2014	13:33:32	13:42:01	Emergency	00:08:29
14-0000159	1700 STATIONS 1&2	02/05/2014	14:21:28	14:32:36	Not Applicable	00:11:08
14-0000160	1752 International Ambulance (1752)	02/05/2014	16:43:33	16:50:38	Emergency	00:07:05
14-0000161	1751 Chevy Tahoe (1751)	02/05/2014	20:10:00	20:19:00	Emergency	00:09:00
14-0000162	1751 Chevy Tahoe (1751)	02/05/2014	23:23:00	23:31:00	Emergency	00:08:00
14-0000163	1751 Chevy Tahoe (1751)	02/06/2014	02:03:00	02:14:00	Emergency	00:11:00
14-0000164	1751 Chevy Tahoe (1751)	02/06/2014	05:32:00	05:41:00	Emergency	00:09:00
14-0000165	1756 International Ambulance (1756)	02/06/2014	15:03:46	15:10:04	Emergency	00:06:18
14-0000166	1752 International Ambulance (1752)	02/07/2014	07:37:00	07:47:00	Emergency	00:10:00
14-0000167	1771 PIERCE/DASH (1771)	02/07/2014	10:31:00	10:36:00	Emergency	00:05:00
14-0000168	1752 International Ambulance (1752)	02/07/2014	12:33:00	12:40:00	Emergency	00:07:00
14-0000169	1752 International Ambulance (1752)	02/08/2014	09:38:00	09:46:00	Emergency	00:08:00
14-0000170	1771 PIERCE/DASH (1771)	02/08/2014	11:38:00	11:43:00	Emergency	00:05:00
14-0000171	1752 International Ambulance (1752)	02/08/2014	15:07:00	15:10:00	Emergency	00:03:00
14-0000172	1700 STATIONS 1&2	02/08/2014	15:49:00	16:05:00	Emergency	00:16:00
14-0000173	1754 FORD E450 (1754)	02/08/2014	15:50:00	15:57:00	Emergency	00:07:00
14-0000174	1756 International Ambulance (1756)	02/08/2014	16:59:00	17:07:00	Emergency	00:08:00
14-0000175	1756 International Ambulance (1756)	02/08/2014	20:25:00	20:33:00	Emergency	00:08:00
14-0000176	1752 International Ambulance (1752)	02/10/2014	03:57:00	04:06:00	Emergency	00:09:00
14-0000177	1752 International Ambulance (1752)	02/10/2014	06:40:00	06:50:00	Emergency	00:10:00

Germantown Fire Department
Avg Resp Time of the First Arriving Unit
Alarm Date Between {2/1/2014} And {2/28/2014}

Incident#	Unit	Date	Alm Time	Arr Time	Response Code	Response
14-0000178	1752 International Ambulance (1752)	02/10/2014	08:23:29	08:32:29	Emergency	00:09:00
14-0000179	1756 International Ambulance (1756)	02/10/2014	09:14:49	09:20:27	Emergency, down graded to non-emergency	00:05:38
14-0000180	1752 International Ambulance (1752)	02/10/2014	12:45:13	12:49:34	Emergency	00:04:21
14-0000181	1771 PIERCE/DASH (1771)	02/10/2014	15:33:00	15:42:00	Emergency	00:09:00
14-0000182	1756 International Ambulance (1756)	02/11/2014	12:34:22	12:37:13	Emergency	00:02:51
14-0000183	1771 PIERCE/DASH (1771)	02/11/2014	19:51:00	20:02:00	Emergency	00:11:00
14-0000184	1751 Chevy Tahoe (1751)	02/11/2014	22:24:00	22:28:00	Emergency	00:04:00
14-0000185	1751 Chevy Tahoe (1751)	02/12/2014	03:02:00	03:14:00	Emergency	00:12:00
14-0000186	1702 Deputy Chief (1702)	02/12/2014	04:07:00	04:25:00	Emergency	00:18:00
14-0000187	1756 International Ambulance (1756)	02/12/2014	07:25:00	07:32:00	Emergency	00:07:00
14-0000188	1752 International Ambulance (1752)	02/12/2014	09:28:26	09:34:43	Emergency	00:06:17
14-0000189	1752 International Ambulance (1752)	02/13/2014	13:38:00	13:45:00	Emergency	00:07:00
14-0000190	1771 PIERCE/DASH (1771)	02/13/2014	15:43:00	15:48:00	Emergency	00:05:00
14-0000191	1751 Chevy Tahoe (1751)	02/13/2014	22:07:00	22:15:00	Emergency	00:08:00
14-0000192	1751 Chevy Tahoe (1751)	02/13/2014	23:11:00	23:17:00	Emergency	00:06:00
14-0000193	1752 International Ambulance (1752)	02/14/2014	11:08:29	11:15:00	Emergency	00:06:31
14-0000194	1754 FORD E450 (1754)	02/14/2014	13:18:16	13:27:51	Emergency	00:09:35
14-0000195	1760 Pierce Saber (1760)	02/14/2014	13:21:00	13:48:00	Non-emergency	00:27:00
14-0000197	1752 International Ambulance (1752)	02/14/2014	17:50:15	17:57:55	Emergency	00:07:40

Germantown Fire Department

Avg Resp Time of the First Arriving Unit

Alarm Date Between {2/1/2014} And {2/28/2014}

Incident#	Unit	Date	Alm Time	Arr Time	Response Code	Response
14-0000198	1702 Deputy Chief (1702)	02/15/2014	14:30:00	14:37:00	Emergency	00:07:00
14-0000199	1756 International Ambulance (1756)	02/15/2014	17:47:00	17:50:00	Emergency	00:03:00
14-0000200	1752 International Ambulance (1752)	02/15/2014	21:05:00	21:14:00	Emergency	00:09:00
14-0000201	1756 International Ambulance (1756)	02/16/2014	07:25:00	07:32:00	Emergency	00:07:00
14-0000202	1700 STATIONS 1&2	02/16/2014	20:45:00	20:52:00	Stand-By	00:07:00
14-0000203	1760 Pierce Saber (1760)	02/16/2014	21:39:00	21:46:00	Emergency	00:07:00
14-0000204	1754 FORD E450 (1754)	02/17/2014	09:15:00	09:22:07	Emergency	00:07:07
14-0000205	1752 International Ambulance (1752)	02/17/2014	16:19:00	17:02:00	Emergency	00:43:00
14-0000206	1752 International Ambulance (1752)	02/18/2014	10:34:00	10:42:00	Emergency	00:08:00
14-0000207	1771 PIERCE/DASH (1771)	02/18/2014	17:49:00	18:05:00	Emergency	00:16:00
14-0000208	1701 CHIEF	02/18/2014	20:28:00	20:34:00	Emergency	00:06:00
14-0000209	1751 Chevy Tahoe (1751)	02/18/2014	22:05:00	22:11:00	Emergency	00:06:00
14-0000210	1751 Chevy Tahoe (1751)	02/18/2014	22:24:00	22:32:00	Emergency	00:08:00
14-0000212	1752 International Ambulance (1752)	02/19/2014	16:39:43	16:49:46	Emergency	00:10:03
14-0000213	1752 International Ambulance (1752)	02/20/2014	00:41:00	00:48:00	Emergency	00:07:00
14-0000214	1764 Pierce Velocity (1764)	02/20/2014	18:14:00	18:24:00	Emergency	00:10:00
14-0000215	1760 Pierce Saber (1760)	02/20/2014	18:44:00	18:48:00	Emergency	00:04:00
14-0000216	1751 Chevy Tahoe (1751)	02/21/2014	00:28:53	00:37:58	Emergency	00:09:05
14-0000217	1752 International Ambulance (1752)	02/21/2014	06:47:59	06:57:13	Emergency	00:09:14
14-0000218	1752 International Ambulance (1752)	02/21/2014	09:59:23	10:06:10	Emergency	00:06:47

Germantown Fire Department

Avg Resp Time of the First Arriving Unit

Alarm Date Between {2/1/2014} And {2/28/2014}

Incident#	Unit	Date	Alm Time	Arr Time	Response Code	Response
14-0000219	1756 International Ambulance (1756)	02/21/2014	10:15:21	10:22:56	Emergency	00:07:35
14-0000220	1752 International Ambulance (1752)	02/21/2014	12:06:46	12:12:58	Emergency	00:06:12
14-0000221	1756 International Ambulance (1756)	02/21/2014	21:49:00	21:56:00	Emergency	00:07:00
14-0000222	1752 International Ambulance (1752)	02/22/2014	00:39:00	00:45:00	Emergency	00:06:00
14-0000223	1756 International Ambulance (1756)	02/22/2014	09:45:00	09:54:00	Emergency	00:09:00
14-0000224	1756 International Ambulance (1756)	02/23/2014	12:14:00	12:21:00	Emergency	00:07:00
14-0000225	1700 STATIONS 1&2	02/23/2014	20:25:00	20:32:00	Stand-By	00:07:00
14-0000226	1752 International Ambulance (1752)	02/24/2014	07:38:00	07:45:00	Emergency	00:07:00
14-0000227	1754 FORD E450 (1754)	02/24/2014	08:09:29	08:21:22	Emergency	00:11:53
14-0000228	1751 Chevy Tahoe (1751)	02/24/2014	08:26:00	08:33:00	Non-emergency	00:07:00
14-0000229	1752 International Ambulance (1752)	02/24/2014	09:04:42	09:10:53	Emergency	00:06:11
14-0000230	1752 International Ambulance (1752)	02/24/2014	17:26:00	17:30:00	Emergency	00:04:00
14-0000231	1751 Chevy Tahoe (1751)	02/25/2014	02:56:00	03:15:00	Emergency	00:19:00
14-0000232	1752 International Ambulance (1752)	02/25/2014	08:18:00	08:26:00	Emergency	00:08:00
14-0000233	1752 International Ambulance (1752)	02/25/2014	11:12:00	11:18:00	Emergency	00:06:00
14-0000234	1707 Captain (1707)	02/25/2014	13:19:00	13:19:00	Not Applicable	00:00:00
14-0000235	1752 International Ambulance (1752)	02/25/2014	13:58:00	14:05:00	Emergency	00:07:00
14-0000236	1752 International Ambulance (1752)	02/26/2014	07:26:23	07:34:35	Emergency	00:08:12
14-0000238	1752 International Ambulance (1752)	02/26/2014	16:14:39	16:20:50	Emergency	00:06:11
14-0000239	1752 International Ambulance (1752)	02/27/2014	07:12:00	07:20:00	Emergency	00:08:00

Germantown Fire Department

Avg Resp Time of the First Arriving Unit

Alarm Date Between {2/1/2014} And {2/28/2014}

Incident#	Unit	Date	Alm Time	Arr Time	Response Code	Response
14-0000240	1751 Chevy Tahoe (1751)	02/27/2014	09:28:00	09:30:00	Non-emergency	00:02:00
14-0000241	1752 International Ambulance (1752)	02/27/2014	13:11:00	13:18:00	Emergency	00:07:00
14-0000242	1751 Chevy Tahoe (1751)	02/27/2014	18:19:00	18:27:00	Emergency	00:08:00
14-0000243	1752 International Ambulance (1752)	02/28/2014	12:03:00	12:09:00	Emergency	00:06:00
14-0000244	1752 International Ambulance (1752)	02/28/2014	17:26:18	17:34:31	Emergency	00:08:13

Overall Average Response Time: 00:08:26

Overtime Report for Police & Fire Departments

2013 Year to date through:

16-Mar-14

2014						2013			
Empl #	Employee Name	Total OT Hours Paid	Total Cost of OT Paid	Total OT Hrs to Comp	Time off Hours	Total OT Hours Paid	Total OT Hrs to Comp	ANNUAL Total of OT hours worked	ANNUAL Total OT to Pay
Police Dept									
90	Ball, Brian	17.25	865.00	7.75	11.63	5.00	159.75	164.75	250.73
92	Bloch, Ryan	22.75	1,140.80	2.25	3.38	260.25	39.38	299.63	13,050.24
141	Borden, Ray	13.00	670.61	24.50	36.75	58.00	219.75	277.75	2,991.93
115	Case, Robert	37.25	1,867.90	6.50	9.75	247.00	158.25	405.25	12,385.82
106	Eggers, Michael	5.50	306.65	0.00	0.00	22.50	0.00	22.50	1,254.49
91	Gonzalez, Jeff	31.25	1,567.03	6.00	9.00	268.00	17.25	285.25	13,438.86
101	Jones, Shawn	54.75	2,513.85	0.00	0.00	253.75	4.50	258.25	11,650.93
88	Laux, Kevin	0.50	25.07	12.33	18.50	40.50	108.75	149.25	2,030.87
142	Marten, Shawn	21.50	1,078.12	0.00	0.00	141.50	38.25	179.75	7,095.52
102	Mikulec, Dan	3.00	110.61	17.50	26.25	33.50	22.50	56.00	1,235.15
152	Miller, Timothy	29.25	1,466.74	0.00	0.00	362.25	46.50	408.75	18,165.03
86	Moschea, Daniel	30.00	1,504.35	15.00	22.50	162.50	83.25	245.75	8,148.56
138	Olson, Toni	56.50	2,914.55	29.75	44.63	129.25	142.50	271.75	6,667.36
96	Pierzchalski, David	17.00	852.47	19.00	28.50	72.00	235.50	307.50	3,610.44
98	Rechlicz, Justin	14.00	702.03	33.50	50.25	67.25	165.75	233.00	3,372.25
87	Schleis, Zachery	14.75	739.64	21.00	31.50	102.75	282.75	385.50	5,152.40
117	Schmitt, Penny	0.00	0.00	15.25	22.88	5.00	86.25	91.25	278.78
121	Schubert, Matthew	14.00	702.03	2.50	3.75	96.00	32.63	128.63	4,813.92
126	Showalter, Steve	1.00	50.15	4.00	6.00	0.00	91.50	91.50	0.00
128	Stieve, Jeffrey	0.00	0.00	0.50	0.75	0.00	53.25	53.25	0.00
93	Suedkamp, Adam	0.00	0.00	18.50	27.75	52.00	84.00	136.00	2,607.54
145	Theep, James	34.50	1,730.00	26.50	39.75	140.00	32.25	172.25	7,020.30
99	von Bereghy, Darren	35.75	1,318.10	15.25	22.88	45.00	33.38	78.38	1,659.15
Total Police			22,125.69					*	126,880.25
Annual Budget			95,000.00						95,000.00

State Aid Reimbursement 6,220.10 03.25.2014
Hunting/Concealed Carry Permit 0.00 03.25.2014

Total year end actual = \$130,806.59

* (difference from report due to personnel changes)

2013 State Aid Reimb \$22,980.10
2013 'Hunting/Concealed Carry Permit 1,573.50

Note: Overtime hours to comp are reflected in regular wages

Fire Dept - Full Time									
*	523 Delain, John	82.75	2,616.56	6.00	9.00	275.25	0	275.25	8,013.90
*	563 Rossman, Craig	52.00	1,644.24	29.50	44.25	109.75	0	109.75	3,195.37
*	593 Smith, Steve	18.50	584.97	9.00	13.50	137.75	56.25	194	4,010.59
Fire Dept Regular Part-time									
		over 60				over 60			
		Hrs over 60	@ Reg Rate	Over 80 hrs	True OT cost	Hrs over 60	@ Reg Rate	Over 80 hrs	True OT Cost
**	625 Goetz, Steve	228.25	3,966.99	59.62	1,430.94	328.75	5,260.00	33.00	4,440.00
**	617 Hass, Thomas	478.75	8,320.68	353.15	8,475.67	1407	22,512.00	445.50	22,902.00
**	575 Karpinski, Matthew	591.25	10,275.93	436.52	10,476.39	1680.25	26,884.00	848.75	32,526.00
**	609 Franke, Jeremy	375.75	6,530.54	292.03	6,476.95	1066.5	17,064.00	311.50	21,182.10
					26,859.95				81,050.10



POLICY & PROCEDURE

GERMANTOWN POLICE DEPARTMENT

SUBJECT: WRITTEN DIRECTIVES SYSTEM

SCOPE: All Department Personnel
DISTRIBUTION: Policy & Procedure Manual

REFERENCE:

NUMBER: 1.01
ISSUED: 03/15/2014
EFFECTIVE: 03/22/2014
☐ RESCINDS
☐ AMENDS
WILEAG 4TH EDITION
STANDARDS: 1.4.4

INDEX AS: Department Communications
 Directives
 Intra-Departmental Communication
 Manual, Policy & Procedure
 Orders, Written
 Policy & Procedure
 Written Directives
 Written Intra-Departmental Communication

PURPOSE: The purpose of this Policy & Procedure is to implement a Written Directives System for the Germantown Police Department. This policy will provide procedures and authority for the formatting, indexing, updating, purging, and dissemination of written directives. The method for handling the exchange of routine information, in written form, is also included.

This Policy & Procedure consists of the following numbered sections:

- I. POLICY
- II. POLICY & PROCEDURES
- III. DIRECTIVES
- IV. WRITTEN INTRA-DEPARTMENTAL COMMUNICATION
- V. ISSUING AUTHORITY
- VI. FORMATS

- VII. PREPARATION
- VIII. POLICY & PROCEDURE MANUAL
- IX. SCOPE AND DISTRIBUTION
- X. AMENDING AND CANCELING
- XI. MAINTENANCE AND RETENTION
- XII. REVIEW OF POLICY & PROCEDURES

I. POLICY

- A. The Germantown Police Department recognizes that it has an obligation to provide its personnel with guidelines that will allow them to fulfill their responsibilities in compliance with department expectations. The Department also recognizes that citizens are entitled to a high degree of consistency in the resolution of their problems, and in all law enforcement efforts, regardless of the person responding, the time of day, or the location at which police service is provided.

It is the policy of the Germantown Police Department to have a sound and unified system of written directives as a necessary tool to meet these obligations.

II. POLICY & PROCEDURES

- A. Policy & Procedures are the standing, long-term written directives of the Germantown Police Department which direct and guide all personnel in the proper performance of their duties. They are designed to be in effect for the indefinite future, but are always subject to modification or removal when deemed necessary by the Chief of Police. Proper subjects of Policy & Procedures are the discretion of the Chief of Police.
- B. The Policy & Procedures of the Germantown Police Department are for internal use only and do not enlarge the liability, civil or criminal, of the Police Department, the Village of Germantown, or the employee in any manner. The Policy & Procedures should not be construed as the creation of a higher standard of safety or care in an evidentiary sense, with respect to third party claims. Violations of Policy & Procedures by an employee, if proven, can only form the basis of a complaint by the Germantown Police Department, and then, only in a non-judicial administrative setting.

III. DIRECTIVES

- A. Directives are the step-by-step procedures for selected Department activities not included in a Policy & Procedure.
- B. Directives will be issued at the discretion of the Chief of Police.

IV. WRITTEN INTRA-DEPARTMENTAL COMMUNICATION

- A. The routine exchange of written information which includes lateral communication between shifts, officers, employees, etc., as well as requests of information, training, and general exchange of information.
- B. These may be typed or legibly handwritten. This type of communication is not to be used in lieu of an existing department form such as a matter of.
- C. The use of email messages shall also be an acceptable form of written intra-departmental communication.

V. ISSUING AUTHORITY

- A. The Chief of Police shall issue Policy & Procedures.
- B. The Chief of Police or designee shall issue Directives.

VI. FORMATS

- A. Policy & Procedures consist of a heading page and subsequent pages for Word or PDF documents or electronic documentation.
 - 1. Policy & Procedures will be numbered by chapter number and subchapter number (e.g. 1.01, 2.01, etc.).
- B. Directives will follow the standard outline format similar to a Policy & Procedure.
- C. The format of Written Intra-Departmental Communications will be at the discretion of the author to maximize clarity of the message.
 - 1. Standard e-mail formats will be followed if electronic communication is used.

VII. PREPARATION

- A. The Police Chief may ask any employee of the Department to assist in drafting and submission of any policy for the Police Chief's for approval.
- B. Written orders shall not conflict with established policy and/or procedure dictated by a higher authority such as administrative regulation or statutory law.
- C. Whenever applicable, all written orders shall indicate references directing attention to other published documents and written sources.
- D. Department personnel shall receive notification and/or training for a Policy & Procedure prior to its effective date.

VIII. POLICY & PROCEDURE MANUAL

- A. An Official Policy & Procedure Manual that will contain all Policy & Procedures and Directives issued will be kept in the dispatch center and/or other central location of the Germantown Police Department.
 - 1. A table of contents will list each Policy & Procedure and Directive in numerical order.
 - 2. An alphabetical cross-index system will be included to facilitate locating any Policy & Procedure or subject in the manual.
 - 3. The Police Chief or the Chief's designee will be responsible to update the Policy & Procedure Manual as Policy & Procedures and Directives are added or updated.
 - 4. Only Policy & Procedures and Directives will be retained in the Policy & Procedures manual.
 - 5. An electronic version of the Policy & Procedures and Directives will be maintained on the computer network and accessible to all employees at all times.

IX. SCOPE AND DISTRIBUTION

- A. The scope of each Policy & Procedure and Directive will be noted in the header section. The scope will indicate who is to receive training on the Policy & Procedure and Directive.
- B. The distribution for each Policy & Procedure and Directive will be noted in the header section. All Policy & Procedures and Directives will be distributed to the Policy & Procedure Manual.
 - 1. In addition to being distributed to the Policy & Procedure Manual, Policy & Procedures will be distributed to:
 - a) All Department Personnel: All sworn personnel and all civilian personnel will receive a copy of the Policy & Procedure Manual and/or notification will be made that an electronic version is available online.
 - b) Any additional distribution may be authorized by the Police Chief and indicated in the distribution section of the Policy & Procedure header.
 - 2. All Policy and Procedure Manuals and/or DVDs are the property of the Germantown Police Department. Any employee leaving the Department for any reason shall immediately return the Manual/DVD to the Police Chief or his/her designee.
- C. The Chief or designee will be responsible for:
 - 1. The distribution of Policy & Procedures and signature sheets and/or electronic receipts for each employee as disseminated within the Pro Phoenix Record Management System.

2. Ensuring that where applicable, training is conducted on all Policy & Procedures when issued and that all personnel understand each Policy & Procedure.
 3. Ensuring that each employee signs a signature sheet and/or electronic receipt when he/she receives training for a Policy & Procedure, and if indicated in the distribution, when each employee receives a copy of the Policy & Procedure.
- D. Completed signature sheets or electronic receipts will be kept by Chief of Police or designee. Signatures/electronic receipts will be obtained within seven (7) days of the distribution of the Policy & Procedure. (Exceptions may be made for employees on vacation or other approved leaves.) Once a signature or electronic receipt has been filled, the Chief of Police will retain all receipts.

X. AMENDING AND CANCELING

- A. The authority to amend or cancel written orders is restricted to the Chief of Police.
- B. An amendment to a Policy & Procedure will be issued to:
1. Change an existing provision or procedure,
 2. Cancel or delete a portion of a Policy or Procedure; or
 3. Add a procedure or information to the Policy or Procedure
- C. A Policy & Procedure will be amended by rewriting the original Policy & Procedure, and by indicating the original Policy & Procedure number and date in the "Amends" header section of the new Policy & Procedure.
- D. An order which cancels another order will identify the canceled Policy & Procedure in the "RESCINDS" section of the header.
- E. Directives will be amended by rewriting the original procedure, indicating the new effective date, and replacing the old procedure with the new procedure.

XI. MAINTENANCE AND RETENTION

- A. The Chief of Police will maintain a master file of Policies & Procedures and Directives.

XII. REVIEW OF POLICY & PROCEDURES

- A. All Policy & Procedures shall be reviewed at least once within the three year period between Wisconsin Law Enforcement Accreditation Group accreditation reviews or as otherwise required by law or needed.

All written policies, procedures, directives, and rules in force on the effective date of this Policy will remain in force until canceled by or incorporated into this Written Directives System. In the event any part of this Policy & Procedure conflicts with the interpretation of any existing policy, procedure, directive, or rule, this Policy & Procedure shall supersede the older.

Peter G. Hoell
Chief of Police

This Policy & Procedure cancels and supersedes any and all previous written directives relative to the subject matter contained herein.

Initial 03/16/2014

DIRECTIVE

GERMANTOWN POLICE DEPARTMENT

SUBJECT:	INTRADEPARTMENTAL COMMUNICATION	NUMBER:	2014-01
		ISSUED:	03/15/2014
SCOPE:	All Department Personnel	EFFECTIVE:	03/22/2014

PURPOSE: The purpose of this Directive is to outline the procedures that will be used in the distribution of Intradepartmental Communication for the Germantown Police Department. For purposes of this Directive, Intradepartmental Communication includes, but is not limited to the following: training, legal updates, Court related information, announcements/requirements, directives, special orders, assignments, follow ups, policy/procedure updates, briefings, schedule changes, special announcements, memorandums, etc., and any other communication delivered to Department employees.

This Directive will further outline how the Department intends to disseminate these Intradepartmental Communications through the Pro Phoenix distribution system.

DISCUSSION:

- A. In the near future the Germantown Police Department will be developing a new and updated Policy & Procedure Manual and all former policies will be amended or rescinded. In addition, new policies will be written to cover areas previously not addressed in the current policy manual.
- B. The Department may also become a member of the Wisconsin Law Enforcement Accreditation Group (WILEAG) and the new policies will conform to their Standards. The new policy manual will be beneficial to the members of the Department in this process.
- C. The Department will be using the Pro Phoenix records management system to distribute some Intradepartmental Communications including the new policy manual in addition to other written directives, general orders, memorandums, etc., issued by the Chief of Police/designee. This service may also include training and testing for the new policy manual as well as other types of training.

PROCEDURES:

- A. Effective March 22, 2014 all Department personnel will be required to log into the Department computer system at least one time during each tour of duty. It is highly recommended that each person log in at the beginning of their shift.
- B. All Department personnel have been issued a Department email address. Effective March 22, 2014 all Department personnel will be required to check their Department email account at least one time during each tour of duty.

- C. Each Department employee is responsible for checking their email and following the instructions provided for reviewing all Intradepartmental Communications (new written directive, policy, memorandum, training requirement, etc.).
- D. As part of the various Intradepartmental Communications employees will be notified of, significant Department training may also be conducted through Pro Phoenix. Each Department employee is responsible for any and all training material that has been sent to them via email notification or the Pro Phoenix RMS.
- E. If the Intradepartmental Communication is provided through the Pro Phoenix RMS, after reading the communication sent to employees from administration each employee is required to "electronically sign" off that you have received and read the Intradepartmental Communication. If an employee does not understand the information provided or needs additional clarification, it is the responsibility of that employee to request assistance from a supervisor.
- F. All Department employees will receive training in the use of this distribution system. After receiving this training, each employee shall be responsible for requesting any additional training in this system should they encounter difficulties.

Peter G. Hoell
Chief of Police

VI. ~~B~~ A

The Business of the Germantown Public Safety Committee

Submitted by: Acting Chief Maury

Agenda Item: Old Business

Meeting Date: 04/07/2014

Item Name: Discussion of Burning Regulations

Agenda item description:

After committee discussion last meeting and further communication with the Village Attorney, this is the final version of the burning ordinance.

Back up included: ☒ yes ☐ No

ORDINANCE NO. ____-14

AN ORDINANCE AMENDING SECTION 5.11 OF THE
MUNICIPAL CODE OF GERMANTOWN RELATING TO
THE REGULATION OF BURNING WITHIN THE VILLAGE

WHEREAS, the Village Board having previously adopted Section 5.11 of the Municipal Code of Germantown which regulates burning within the Village; and

WHEREAS, the Fire Department has identified the need for certain changes within those regulations to better reflect current best practices; and

WHEREAS, the regulation of burning within the Village is a matter in the interest of the public's health, safety and welfare;

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

SECTION I:

Section 5.11 of the Municipal Code of Germantown is hereby repealed and recreated to read as follows:

5.11 Burning Regulated

(1) **Permit Required.**

- (A) Except as provided for in sub. (B), no person shall kindle or allowed to be kindled any open fire in the Village without first obtaining a burning permit from the Village Fire Department. Permits can be obtained from the Fire Department in any manner established by Department Policy. The Fire Chief or its designee reserves the right, after inspection, to deny any requested permit if in the judgment of the Chief or designee, hazardous conditions exist. Such permits shall be posted on the premises of the burning site at all times when such burning is taking place. Any permit issued hereunder shall be for a period not to exceed one-month in duration.
- (B) No burning permit shall be required for the following:
 - (i) Cooking and recreational fires in barbecue pits, grills and outdoor fireplaces, except that such

- fires must otherwise with the locational and safety requirements of the NFPA 1.
- (ii) Indoor domestic and commercial incinerators.
- (iii) Fires authorized by the Fire Chief which are set for the practice and instruction of firefighters.
- (C) Recreational Fire Defined. When used in this section, "recreational fire" shall mean an outdoor fire used for pleasure, religious, ceremonial, cooking, warmth or similar purposes that is contained in an outdoor fireplace or pit which has a maximum width of 3 feet in diameter and a maximum height of 2 feet and which burns materials other than yard waste, rubbish or debris.
- (2) All outdoor burning shall comply with NFPA 1 section 10.11.3.
- (3) **Restrictions and Limitations.** Notwithstanding anything herein to the contrary, no burning shall be allowed:
 - (A) When the wind velocity exceeds 12 miles per hour as indicated by the National Weather Service.
 - (B) During periods when the Village President, Village Fire Chief or their Designee, or the Department of Natural Resources has issued a burning ban.
 - (C) Before 8:00am and after 8:00 pm, except for cooking and recreational fires.
- (4) **Prohibited Burning.** No person should burn, or attempt to burn, the following:
 - (A) Garbage
 - (B) Materials emitting toxic fumes or substances, noxious odors or creating health hazards.
 - (C) Flammable liquids or other materials which may create a fire hazard.
 - (D) Building Materials, waste materials and rubbish resulting from building construction, demolition, or site clearings.
- (5) **Size Limitations.** Any burning permitted herein shall be limited to a burn pile of not greater than a 5 foot square area.

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.

Introduced by Trustee:

Adopted: _____, 2014 Vote: Ayes: Nays: Absent:

Dean Wolter, Village President

ATTEST:

Barbara K.D. Goeckner, Village Clerk

Approved as to form:

Brian C. Sajdak, Village Attorney

Published: _____

the use of any form of fire or smoking material where circumstances make such conditions hazardous.

10.11.3 Outdoor Fires.

10.11.3.1* Outdoor fires shall not be built, ignited, or maintained in or upon hazardous fire areas, except by permit from the AHJ.

10.11.3.2 Permanent barbecues, portable barbecues, outdoor fireplaces, or grills shall not be used for the disposal of rubbish, trash, or combustible waste material.

10.11.4 Open Fires.

10.11.4.1 Permitted open fires shall be located not less than 50 ft (15 m) from any structure.

* **10.11.4.2** Burning hours shall be prescribed by the AHJ.

10.11.4.3 Recreational fires shall not be located within 25 ft (7.6 m) of a structure or combustible material unless contained in an approved manner.

10.11.4.4 Conditions that could cause a fire to spread to within 25 ft (7.6 m) of a structure shall be eliminated prior to ignition.

10.11.5 Fire Attendant.

10.11.5.1 Open, recreational, and cooking fires shall be constantly attended by a competent person until such fire is extinguished.

10.11.5.2 This person shall have a garden hose connected to the water supply or other fire-extinguishing equipment readily available for use.

10.11.6 For other than one- and two-family dwellings, no hibachi, grill, or other similar devices used for cooking, heating, or any other purpose shall be used or kindled on any balcony, under any overhanging portion, or within 10 ft (3 m) of any structure.

10.11.6.1* Listed equipment permanently installed in accordance with its listing, applicable codes, and manufacturer's instructions shall be permitted.

10.11.6.2 Installation of Patio Heaters.

10.11.6.2.1 Patio heaters utilizing an integral LP-Gas container greater than 1.08 lb (0.49 kg) propane capacity shall comply with 10.11.6.2.2 and 10.11.6.2.3. [58:6.20.2.1]

10.11.6.2.2 Patio heaters shall be listed and used in accordance with their listing and the manufacturer's instructions. [58:6.20.2.2]

10.11.6.2.3 Patio heaters shall not be located within 5 ft (1.5 m) of exits from an assembly occupancy. [58:6.20.2.3]

10.11.7 Incinerators and Fireplaces.

10.11.7.1 Incinerators, outdoor fireplaces, permanent barbecues, and grills shall not be built, installed, or maintained without prior approval of the AHJ.

10.11.7.2 Incinerators, outdoor fireplaces, permanent barbecues, and grills shall be maintained in good repair and in a safe condition at all times.

10.11.7.3 Openings in incinerators, outdoor fireplaces, permanent barbecues, and grills shall be provided with an approved spark arrester, screen, or door.

10.11.8 Open-Flame Devices.

* **10.11.8.1*** Welding torches, tar pots, decorative torches, and other devices, machines, or processes liable to start or cause fire shall not be operated or used in or upon any areas, except by permit from the AHJ.

10.11.8.2 Flame-employing devices, such as lanterns or kerosene road flares, and fuses shall not be operated or used as a signal or marker in or upon any areas unless at the scene of emergencies or railroad operations. (See Chapter 16 and Chapter 65 for additional guidance.)

10.11.9 Discontinuance. The AHJ shall be authorized to require any fire to be immediately discontinued if the fire is determined to constitute a hazardous condition.

10.12 Fire Protection Markings.

10.12.1 Premises Identification.

10.12.1.1* New and existing buildings shall have approved address numbers placed in a position to be plainly legible and visible from the street or road fronting the property.

10.12.1.2 Address numbers shall contrast with their background.

10.12.1.3 Address numbers shall be arabic numerals or alphabet letters.

10.12.2 Shaftways to Be Marked for Fire Fighter Safety.

10.12.2.1 Every outside opening accessible to the fire department that opens directly on any hoistway or shaftway communicating between two or more floors in a building shall be plainly marked with a sign in accordance with 10.12.2.2.

10.12.2.2 Shaftway signs shall be in red letters at least 6 in. (152 mm) high on a white background stating "SHAFTWAY"

10.12.2.3 Such warning signs shall be placed so as to be readily discernible from the outside of the building.

10.12.3* Stairway Identification.

10.12.3.1 New enclosed stairs serving three or more stories and existing enclosed stairs serving five or more stories shall comply with 10.12.3.1.1 through 10.12.3.1.13:

10.12.3.1.1 The stairs shall be provided with special signage within the enclosure at each floor landing. [101:7.2.2.5.4.1(A)]

10.12.3.1.2 The signage shall indicate the floor level. [101:7.2.2.5.4.1(B)]

10.12.3.1.3 The signage shall indicate the terminus of the top and bottom of the stair enclosure. [101:7.2.2.5.4.1(C)]

10.12.3.1.4 The signage shall indicate the identification of the stair enclosure. [101:7.2.2.5.4.1(D)]

10.12.3.1.5 The signage shall indicate the floor level of, and the direction to, exit discharge. [101:7.2.2.5.4.1(E)]

10.12.3.1.6 The signage shall be located inside the enclosure approximately 60 in. (1525 mm) above the floor landing in a position that is visible when the door is in the open or closed position. [101:7.2.2.5.4.1(F)]

10.12.3.1.7 The signage shall comply with 14.14.8.1 and 14.14.8.2. [101:7.2.2.5.4.1(G)]

10.12.3.1.8 The floor level designation shall also be tactile in accordance with ICC/ANSI A117.1, *American National Standard for Accessible and Usable Buildings and Facilities*. [101:7.2.2.5.4.1(H)]

Germantown Fire Department

Job Description

Job Title: Fire Department Chaplain
Category: Volunteer, Non-Paid Appointment
Reports To: Chief of Department
Qualifications: Ordained minister in a recognized religious denomination

Primary Job Duties

Under the direction of the Fire Chief, the Chaplain provides guidance, counseling, and spiritual support for personal, family, and job related matters to all members of the fire department including assisting and comforting victims and families at emergency scenes and other Chaplain activities as directed by the Fire Chief.

Essential Duties and Responsibilities

1. On call 24-hours, seven days a week ready to respond to emergency and non-emergency situations and provide ministerial practices for all religious faiths in a non-denominational setting.
2. Perform hospital and home visitation for sick or injured members.
3. Support family, spouses, and partners of sick or injured members and members killed in the line of duty.
4. Provides Critical Incident Stress Debriefing when required.
5. Proposes general procedures, standards, and goals for chaplain delivered program activities.
6. Organize and conduct funeral and memorial services for members upon request.
7. Perform guidance and counseling to all members upon request.
8. Assist Fire Chief when notification is made to families of members injured or killed in the line of duty.
9. Awareness of NIMS and incident command operational practices.
10. Awareness of MABAS operational practices.
11. Follow department policies.
12. Practice safety at all times.
13. Attend local and state chaplain training, conferences, and meetings.
14. Attend department officers meetings.
15. Attend department training drills.

Job Specifications and Requirements

1. Ordained minister in a recognized religious or spiritual denomination.
2. Critical Incident Stress Debriefing training and/or certification.

3. Ability to perform counseling activities for spiritual, personal, family, or job related matters while maintaining confidentiality.
4. Ability to perform funeral, memorial, and other religious and non-religious services as requested by the Fire Chief.
5. At fire and EMS scenes, ability to operate in accordance with NIMS standards and the incident command structure.
6. At fire and EMS scenes, ability to operate in accordance to the department's Mutual Box Alarm System (MABAS).
7. Valid State of Wisconsin Drivers License.
8. Ability to safely drive and operate department vehicles in emergency and non-emergency responses.

Physical Demands

Physical demands described here are representative of those that must be met by a person to successfully perform the essential functions of the Chaplain. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the Chaplain is regularly required to talk or hear and is frequently required to stand. The person performing in these tasks is occasionally required to walk, sit, and use hands to finger, handle, or touch objects, tools, or controls. Chaplain duties may be performed in adverse weather conditions at all hours of the day and night in emergency or non-emergency situations.

Village of



VII A
OFFICE OF THE VILLAGE CLERK
N112 W17001 Mequon Road, P.O. Box 337
Germantown, Wisconsin 53022-0337
Phone (262) 250-4740
FAX (262) 253-8255

March 4, 2014

CERTIFIED MAIL

Regina L. White
3031 W. Capitol Drive, #2
Milwaukee, WI 53216

OPERATOR (BARTENDER) LICENSE

Dear Ms. White:

Please be advised that your application for an operator (bartender) license has been reviewed by the Police Department. The Police Chief recommended denial of the issuance of an operator license in accordance with State Statute 125.04 (5)(a) 1 and (b) and Village Ordinance 12.02(6)(b), which state the qualifications for licenses and permits. The recommendation for denial is due to an outstanding warrant.

You are hereby notified that the next Public Safety Committee meeting will be held on Monday, April 7, 2014 at 6:00 p.m. at the Germantown Village Hall, N112 W17001 Mequon Road, to provide you with an opportunity to show cause as to why you should be issued a license.

Please contact this office no later than noon on Wednesday, April 2nd if you wish to appear before the Public Safety Committee. If I do not hear from you, I will assume that you do not wish to appeal and will forward the recommendation to deny the operator (bartender) license to the Village Board.

Sincerely,

Christine M. Micka

Christine M. Micka, CMC/WCMC
Deputy Village Clerk

cc: Trustee Jeff Werderman, Public Safety Committee Chairperson
Police Chief Hoell
Speedway (2)

GERMANTOWN POLICE DEPARTMENT

MEMORANDUM

TO: Barb Goeckner
Village Clerk

FROM: Michael S. Snow 
Captain of Police

DATE: February 25, 2014

SUBJECT: DENIAL OF BARTENDER LICENSE APPLICATION

The police department recommends denial of Regina L. White's application for Operator's (Bartender's) License due to an outstanding warrant for her arrest.

RECEIVED

MAR 12 2014

OFFICE OF VILLAGE CLERK
VILLAGE OF GERMANTOWN

VILLAGE OF GERMANTOWN
N112 W17001 Mequon Road, P.O. Box 337
Germantown, Wisconsin 53022

APPLICATION FOR DANCE LICENSE

Fee: \$10.00/day or \$100.00/annual (Amount Paid \$ _____)
\$5.00 Investigation Fee on Initial License Application

Name: Deutschstadt Heritage Foundation
(Individual, Partnership, Corporation or Club)

Date: 1/20/14

Address: N112W16240 Mequon Rd. City: Germantown State: WI Zip: 53022

List Officers of Partnership, Club, or Organization:

President: Name: (First) Charles (Middle Initial) _____ (Last) Hargan

Address: W169N11504 Biscayne Dr. City: Germantown State: WI Zip: 53022

Date of Birth: _____ Phone: 262-251-2381

Secretary: Name: (First) Judith (Middle Initial) _____ (Last) Lastrilla

Address: N113W12929 Crestview City: Germantown State: WI Zip: 53022

Date of Birth: _____ Phone: 262-242-4293

Treasurer: Name: (First) Michelle (Middle Initial) L. (Last) Danczyk

Address: W158 N10315 Mohawk Dr. City: Germantown State: WI Zip: 53022

Date of Birth: _____ Phone: 262-305-5171

Manager, Agent or Person in Charge:

Name: (First) Christopher J. Yatchak (Middle Initial) J. (Last) Yatchak

Address: N116W15041 Brownstone Ct. City: Germantown State: WI Zip: 53022

Date of Birth: _____ United States Citizen? Yes Wisconsin Resident? Yes

Have you ever been convicted of a felony or misdemeanor for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any municipality, or are there any criminal charges presently pending against you? Yes _____ No X. If yes, give law or ordinance violated, date, description and status of charge:

Date when dance will be held: May 16-18 Time of Dance: 5/16 5:00p.m - 12:00a.m
5/17 11:00a.m - 12:00a.m

Premises where dance will be held: W164N11269 Squire Dr.

Name and address of the person, firm or corporation owning premises for which license is applied:

Name: Compass Properties Address: _____

I understand that omission, false information or untrue information submitted by me on this application will be grounds for the Village Board to deny this license at issue; OR revoke any such license after issue, when such error or omission is revealed upon investigation.

I understand that the license is issued subject to approval by the Inspection Department prior to the event, and it is my responsibility to contact the department when set-up is complete.

Date: 1/20/14 Signature of Applicant: Christopher J. Yatchak

Office Use Only:

Date submitted to Police Department and Fire Department for Investigation: _____

Date submitted to Public Safety Committee for recommendation: _____ Date Submitted to Village Board: _____

Approved: _____ Denied: _____ License No. _____ Date license issued: _____

GERMANTOWN POLICE DEPARTMENT

MEMORANDUM

TO: Chris Micka
Deputy Clerk

FROM: Peter G. Hoell 
Chief of Police

DATE: March 25, 2014

SUBJECT: TEMPORARY CLASS B PICNIC LICENSE & DANCE LICENSE

The Police Department has no objection to the Temporary Class B Picnic License and Dance License for the Deutschstadt Heritage Foundation for Mai Fest.

MEMORANDUM

TO: Police Chief Hoell
Deputy Fire Chief Maury
Building Inspector Guttmann (Dance License)

FROM: Christine Micka, Deputy Village Clerk

DATE: March 25, 2014

SUBJECT: Temporary "Class B" Picnic License and Dance License

Attached are the applications for a Temporary "Class B" Picnic License and Dance License from the Deutschstadt Heritage Foundation for Mai Fest to be held in the parking lot at W164 N11269 Squire Drive.

The Temporary "Class B" License allows for the sale of fermented malt beverages and wine. The event will be held Friday, May 16th from 5:00 p.m. to 12:00 a.m.; Saturday, May 17th from 11:00 a.m. to 12:00 a.m.; and Sunday, May 18th from 12:00 p.m. to 8:00 p.m. in the parking lot at W164 N11269 Squire Drive.

I am submitting the applications to you for your review and recommendation.

After review and approval from the Police Chief and Fire Chief, the Clerk's Office will issue the Temporary "Class B" license. Discussion on the dance license will take place at the Public Safety Committee meeting on Monday, April 7th at 6:00 p.m. Approval of the license will be on the Village Board meeting agenda on Monday, April 21st.

If you have any questions, please call me at 250-4740.

Thanks!

*maintain 2 exits from
all areas under the
tent and controlled access
areas.*

*all. Guttmann
3/27/14*

RECEIVED

FEB 26 2014

OFFICE OF VILLAGE CLERK
VILLAGE OF GERMANTOWN

VILLAGE OF GERMANTOWN
N112 W17001 Mequon Road, P.O. Box 337
Germantown, Wisconsin 53022

APPLICATION FOR DANCE LICENSE

Fee: \$10.00/day or \$100.00/annual (Amount Paid \$ _____)
\$5.00 Investigation Fee on Initial License Application

VII C.

Name: Florian Park Conference & Event Center Date: 2/24/14
(Individual, Partnership, Corporation or Club)

Address: N111W18611 Mequon Rd. City: Germantown State: WI Zip: 53022

List Officers of Partnership, Club, or Organization:

President: Name: (First) David (Middle Initial) A (Last) Manthei

Address: W6120 Rock Falls Rd. City: Eau Claire State: WI Zip: 54701

Date of Birth: Eau Claire, WI Phone: 715-559-7024

Secretary: Name: (First) _____ (Middle Initial) _____ (Last) _____

Address: _____ City: _____ State: _____ Zip: _____

Date of Birth: _____ Phone: _____

Treasurer: Name: (First) _____ (Middle Initial) _____ (Last) _____

Address: _____ City: _____ State: _____ Zip: _____

Date of Birth: _____ Phone: _____

Manager, Agent or Person in Charge:

Name: (First) Ryan (Middle Initial) J. (Last) Rawl

Address: 311 Preserve Way City: Colgate State: WI Zip: 53017

Date of Birth: _____ United States Citizen? Yes Wisconsin Resident? Yes

Have you ever been convicted of a felony or misdemeanor for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any municipality, or are there any criminal charges presently pending against you? Yes _____ No X. If yes, give law or ordinance violated, date, description and status of charge:

Date when dance will be held: Annual License Time of Dance: _____ AM / PM to _____ AM / PM

Premises where dance will be held: Florian Park Conf. & Event Center

Name and address of the person, firm or corporation owning premises for which license is applied:

Name: Florian Park Inc. Address: W6120 Rock Falls Rd.
Eau Claire, WI 54701

I understand that omission, false information or untrue information submitted by me on this application will be grounds for the Village Board to deny this license at issue; OR revoke any such license after issue, when such error or omission is revealed upon investigation.

I understand that the license is issued subject to approval by the Inspection Department prior to the event, and it is my responsibility to contact the department when set-up is complete.

Date: 2/24/14 Signature of Applicant: [Signature]

Office Use Only:

Copy submitted to Police Department and Fire Department for Investigation: 3-20-14
Copy submitted to Public Safety Committee for recommendation: _____ Date Submitted to Village Board: _____
Approved: _____ Denied: _____ License No. _____ Date license issued: _____

GERMANTOWN POLICE DEPARTMENT

MEMORANDUM

TO: Chris Micka
Deputy Clerk

FROM: Peter G. Hoell
Chief of Police 

DATE: March 24, 2014

SUBJECT: DANCE LICENSE – FLORIAN PARK

The Police Department has no objections for the new Dance License for Florian Park Conference and Event Center.

MEMORANDUM

TO: Police Chief Hoell
Deputy Fire Chief Maury
Building Inspector Guttmann

FROM: Christine Micka, Deputy Village Clerk

DATE: March 20, 2014

SUBJECT: Dance License

Attached is an application for a new Dance License from Florian Park Conference & Event Center, N112 W18611 Mequon Road.

I am submitting the application to you for your review and recommendation. Discussion will take place at the Public Safety Committee meeting on Monday, April 7th at 6:00 p.m., and approval of the license will be on the Village Board meeting agenda for April 21st.

If you have any questions, please call me at 250-4740.

Thanks!

*Final Occupancy Certificate required
(for current remodeling) prior to
any scheduled events*

*cm. Guttmann
3/24/14*

Feb 25th

RECEIVED

FEB 24 2014

OFFICE OF VILLAGE CLERK
VILLAGE OF GERMANTOWN

VILLAGE OF GERMANTOWN
N112 W17001 Mequon Road; P.O. Box 337
Germantown WI 53022

VII.D

**APPLICATION FOR AMENDMENT OF "CLASS B"
FERMENTED MALT BEVERAGE & INTOXICATING LIQUOR LICENSE
OUTSIDE PREMISES EXTENSION**

SEE ATTACHED GUIDELINES

Administrative Fee: \$25.00

NAME of Licensed Premises: Sheer Lounge

ADDRESS: N112 W16560 Mequon Rd.

CITY / STATE / ZIP: Germantown WI 53022

Person in Charge of Event: Kevin Gintner

Phone Number: 262 424 2253

Current Liquor License Number: 13-19

Purpose for requesting the outside extension:

Wounded Warrior Project Fundraiser

Sheer Lounge Presents: Camelfest for The
Wounded Warrior project - BANDS - BIKES - BANDS.

Dates of Event: July 26th, 2014

Time of Event: July 26th, 2014 2p.m. - 10 p.m.

Describe area of outside extension (INCLUDE A DETAILED DRAWING OF THE AREA with dimensions):

2-8x8 fireproof tents under which bands will play
from 2pm - 10pm - in front of Sheer Lounge

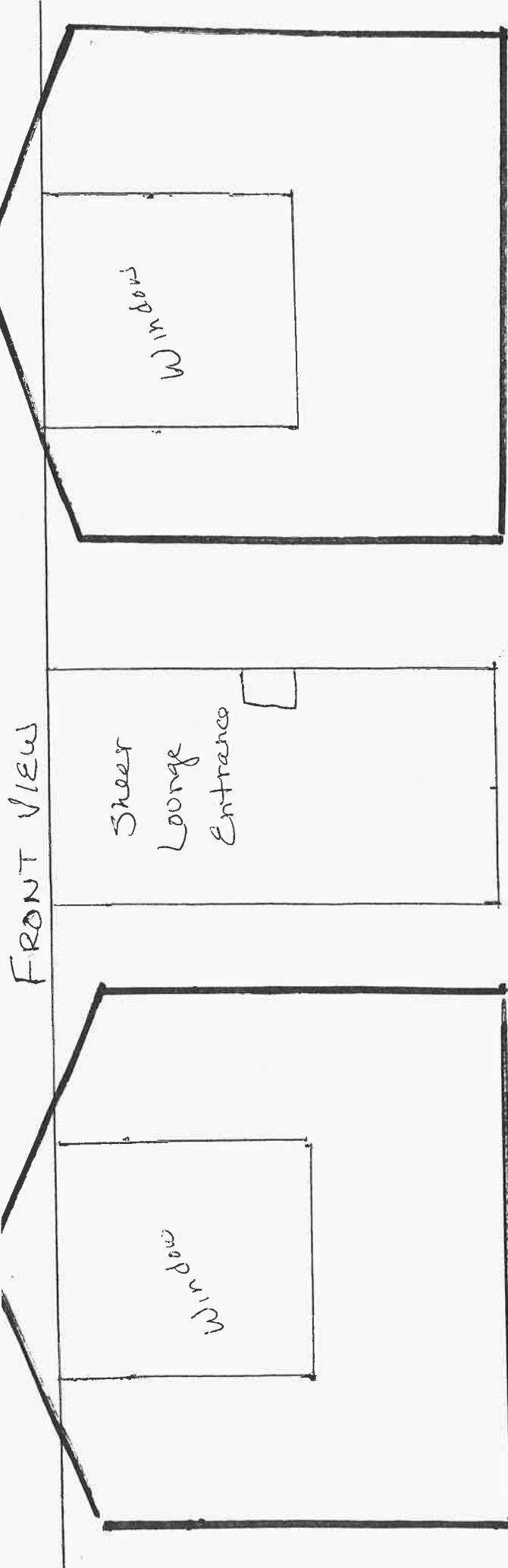
PLEASE NOTE: Additional permits or approvals may be required by other Village Departments (sign permits, temporary use permits, electrical permits, etc.). You are responsible for obtaining those permits prior to your event. Contact the Community Development Department at 262-250-4735 for further information.

[Signature]
Signature of Owner

2/19/14
Date

Referred to Police Chief: <u>3-20-14</u>	Referred to Fire Chief: <u>3-20-14</u>
Public Safety Committee Recommendation:	
Approve: _____;	Deny: _____; Date: _____
Village Board Action:	
Approve: _____;	Deny: _____; Date: _____

FRONT VIEW



2-8' x 8' Tents (fire proof)

for bands to perform
under during daytime

* We will be contacting
Local groups - Boy/Girl
Scouts, VFW, Kiwanis and
high school for these
groups to sell food items.

Will remove outdoor seating stations for event

Park Area in front of
will have table + chairs
Sheer

GÉRMANTOWN POLICE DEPARTMENT

MEMORANDUM

TO: Chris Micka
Deputy Clerk

FROM: Peter G. Hoell
Chief of Police 

DATE: March 24, 2014

SUBJECT: DANCE LICENSE AND OUTSIDE PREMISE EXTENSION – SHEER LOUNGE

The Police Department has no objection to the Outdoor Premise Extension and Dance License for Sheer Lounge regarding their Camelfest fundraiser.

Village of



OFFICE OF THE VILLAGE CLERK
N112 W17001 Mequon Road, P.O. Box 337
Germantown, Wisconsin 53022-0337
Phone (262) 250-4740
FAX (262) 253-8255

March 20, 2014

Dear Adjacent Property Owner:

The Village of Germantown has adopted a policy in which property owners within 300 feet of an application for an outside premises extension would be notified, giving them an opportunity to voice their concerns and/or approval.

On that basis, please be advised that Sheer Lounge has applied for an outside premises extension on their property located at N112 W16560 Mequon Road for Saturday, July 26, 2014 from 2:00 p.m. to 10:00 p.m.

The Public Safety Committee will review this application at a meeting on Monday, April 7th at 6:00 p.m. at the Germantown Village Hall, N112 W17001 Mequon Road. If you have any objections to this application, you may contact our office in writing and your letter will be forwarded to the Public Safety Committee for discussion, or you may attend the meeting.

If you have any questions, please feel free to call our office at 262-250-4740.

Sincerely,

Christine M. Micka

Christine M. Micka, CMC/WCMC
Deputy Village Clerk

cc: Sheer Lounge
Police Chief Hoell

RECEIVED

FEB 24 2014

OFFICE OF VILLAGE CLERK
VILLAGE OF GERMANTOWN

VILLAGE OF GERMANTOWN
N112 W17001 Mequon Road, P.O. Box 337
Germantown, Wisconsin 53022

VII E.

APPLICATION FOR DANCE LICENSE

Fee: \$10.00/day or \$100.00/annual (Amount Paid \$ _____)
\$5.00 Investigation Fee on Initial License Application

Name: K&K Acquisitions, LLC - DBA Sheer Lounge Date: 2-20-14
(Individual, Partnership, Corporation or Club)

Address: N112 W16560 Mequon Rd City: Germantown State: WI Zip: 53022

List Officers of Partnership, Club, or Organization:

President: Name: (First) Kristine (Middle Initial) M (Last) Guntner
Address: W163 N10564 Ridgeway Ln City: G'town State: WI Zip: 53022
Date of Birth: _____ Phone: 262-424-6433

Secretary: Name: (First) Kevin (Middle Initial) L (Last) Guntner
Address: W163 N10564 Ridgeway Ln City: G'town State: WI Zip: 53022
Date of Birth: _____ Phone: 262-424-2253

Treasurer: Name: (First) _____ (Middle Initial) _____ (Last) _____
Address: _____ City: _____ State: _____ Zip: _____
Date of Birth: _____ Phone: _____

Manager, Agent or Person in Charge:

Name: (First) Kristine (Middle Initial) M (Last) Guntner
Address: W163 N10564 Ridgeway Ln City: G'town State: WI Zip: 53022
Date of Birth: _____ United States Citizen? YES Wisconsin Resident? YES

Have you ever been convicted of a felony or misdemeanor for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any municipality, or are there any criminal charges presently pending against you? Yes _____ No X. If yes, give law or ordinance violated, date, description and status of charge:

Date when dance will be held: 7-26-14 Time of Dance: 2 AM/PM to 10 AM/PM
Premises where dance will be held: Sheer Lounge

Name and address of the person, firm or corporation owning premises for which license is applied:

Name: Compass Properties, LLC Address: 1145 Clark St. Stevens Point
WI 54481

I understand that omission, false information or untrue information submitted by me on this application will be grounds for the Village Board to deny this license at issue; OR revoke any such license after issue, when such error or omission is revealed upon investigation.

I understand that the license is issued subject to approval by the Inspection Department prior to the event, and it is my responsibility to contact the department when set-up is complete.

Date: 2-20-14 Signature of Applicant: Kristine M Guntner

Office Use Only:

Date submitted to Police Department and Fire Department for Investigation: 3-20-14
Date submitted to Public Safety Committee for recommendation: _____ Date Submitted to Village Board: _____
Approved: _____ Denied: _____ License No. _____ Date license issued: _____

GERMANTOWN POLICE DEPARTMENT

MEMORANDUM

TO: Chris Micka
Deputy Clerk

FROM: Peter G. Hoell 
Chief of Police

DATE: March 24, 2014

SUBJECT: DANCE LICENSE AND OUTSIDE PREMISE EXTENSION – SHEER LOUNGE

The Police Department has no objection to the Outdoor Premise Extension and Dance License for Sheer Lounge regarding their Camelfest fundraiser.

Village of



Germantown

OFFICE OF THE VILLAGE CLERK

N112 W17001 Mequon Road, P.O. Box 337

Germantown, Wisconsin 53022-0337

Phone (262) 250-4740

FAX (262) 253-8255

MEMORANDUM

TO: Police Chief Hoell
Deputy Fire Chief Maury
Building Inspector Guttman

FROM: Christine Micka, Deputy Village Clerk

DATE: March 20, 2014

SUBJECT: Dance License and Outside Premise Extension

Attached is an application for a Dance License, Outside Premises Extension, and a drawing submitted by Sheer Lounge for a Camelfest fundraiser for the Wounded Warrior Project to be held on July 26, 2014 in front of the establishment at N112 W16560 Mequon Road. The event will be from 2:00 p.m. to 10:00 p.m., and there will be two tents set up on the sidewalk in front of the establishment. The parking spaces located in front of their building will have tables and chairs set up in the tents. The owner has contacted other businesses in the strip mall, and stated there were no objections.

I am submitting the applications to you for your review and recommendation. Discussion will take place at the April 7 Public Safety Committee meeting, and approval of the license will be on the April 21st Village Board meeting agenda.

If you have any questions, please call me at 250-4740.

Thanks!

No comment.
W. Guttman
3/24/14

RECEIVED

FEB 24 2014

OFFICE OF VILLAGE CLERK
VILLAGE OF GERMANTOWN

VILLAGE OF GERMANTOWN

N112 W17001 Mequon Road; P.O. Box 337

Germantown WI 53022

Food
Vendor
for Trucks

**APPLICATION FOR AMENDMENT OF "CLASS B"
FERMENTED MALT BEVERAGE & INTOXICATING LIQUOR LICENSE
OUTSIDE PREMISES EXTENSION**

SEE ATTACHED GUIDELINES

VII F.

Administrative Fee: \$25.00

NAME of Licensed Premises: Sheer Lounge

ADDRESS: N112 W15560 Mequon Rd

CITY / STATE / ZIP: Germantown WI 53022

Person in Charge of Event: Kevin Gintner

Phone Number: 262 424 2253

Current Liquor License Number: 13-19

Purpose for requesting the outside extension:

Outdoor Seating Area for patrons

Dates of Event: Ongoing Annual

Time of Event: 3 p.m. - 10 p.m.

Describe area of outside extension (INCLUDE A DETAILED DRAWING OF THE AREA with dimensions):

In Sidewalk 24x8 Seating area (4 tables w/chairs)

to be partition with metal poles and chains - pole
Secured into sidewalk - 3' of sidewalk still available

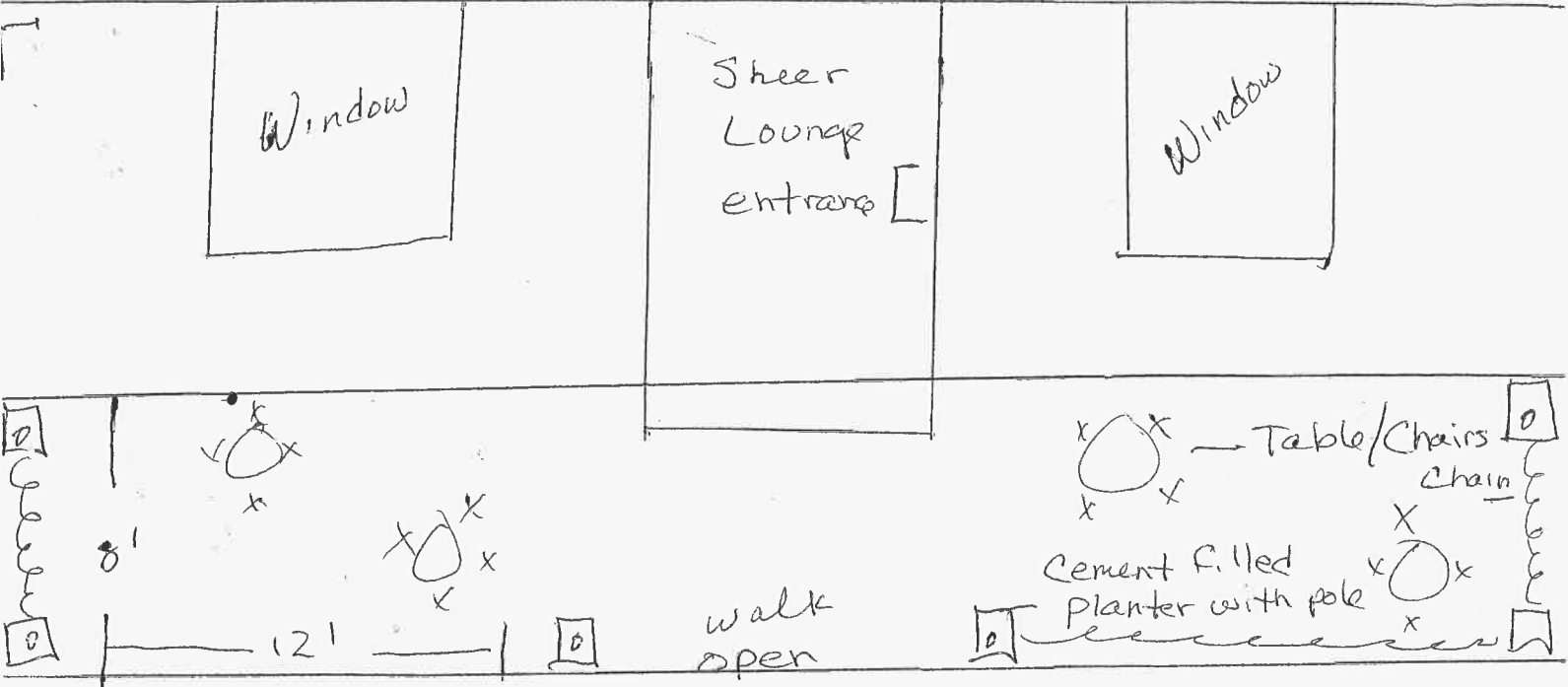
PLEASE NOTE: Additional permits or approvals may be required by other Village Departments (sign permits, temporary use permits, electrical permits, etc.). You are responsible for obtaining those permits prior to your event. Contact the Community Development Department at 262-250-4735 for further information.

[Signature]
Signature of Owner

2/19/14
Date

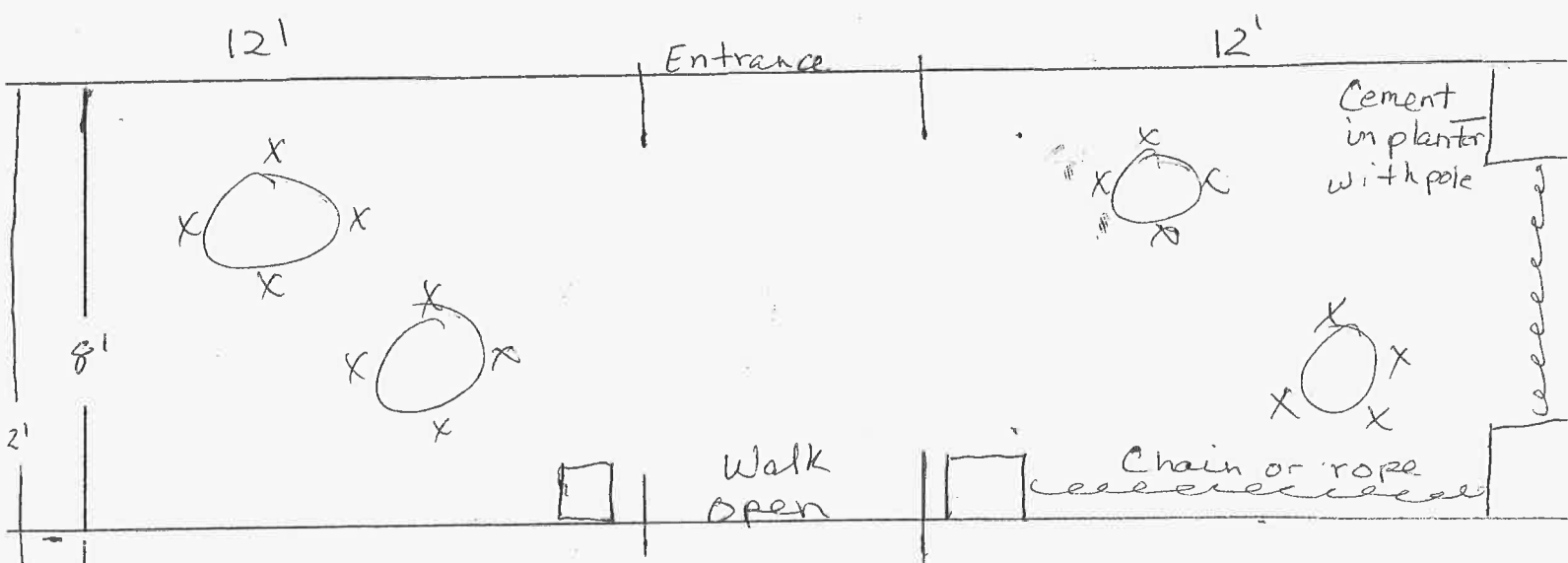
Referred to Police Chief: <u>3-20-14</u>	Referred to Fire Chief: <u>3-20-14</u>
Public Safety Committee Recommendation:	
Approve: _____;	Deny: _____; Date: _____
Village Board Action:	
Approve: _____;	Deny: _____; Date: _____

FRONT VIEW



4' of Available walk way

Down View



4' available walk way

GERMANTOWN POLICE DEPARTMENT

MEMORANDUM

TO: Chris Micka
Deputy Clerk

FROM: Peter G. Hoell 
Chief of Police

DATE: March 24, 2014

SUBJECT: OUTSIDE PREMISE EXTENSION –SHEER LOUNGE

The Police Department has no objection to the Outdoor Premise Extension for Sheer Lounge.

Village of



OFFICE OF THE VILLAGE CLERK

N112 W17001 Mequon Road, P.O. Box 337

Germantown, Wisconsin 53022-0337

Phone (262) 250-4740

FAX (262) 253-8255

March 20, 2014

Dear Adjacent Property Owner:

The Village of Germantown has adopted a policy in which property owners within 300 feet of an application for an outside premises extension would be notified, giving them an opportunity to voice their concerns and/or approval.

On that basis, please be advised that Sheer Lounge has applied for a new outside 24' x 8' outside seating area to be open until 10:00 p.m. on their property located at N112 W16560 Mequon Road.

The Public Safety Committee will review this application at a meeting on Monday, April 7th at 6:00 p.m. at the Germantown Village Hall, N112 W17001 Mequon Road. If you have any objections to this application, you may contact our office in writing and your letter will be forwarded to the Public Safety Committee for discussion, or you may attend the meeting.

If you have any questions, please feel free to call our office at 262-250-4740.

Sincerely,



Christine M. Micka, CMC/WCMC
Deputy Village Clerk

cc: Sheer Lounge
Police Chief Hoell