



AMENDED Regular Village Board Meeting Agenda

Tuesday, March 4, 2025

6:00 PM

Village Hall, 235 Hickory Street, Pewaukee, WI 53072

To view the meeting live:

<https://www.youtube.com/live/GTxVHGooFNA?si=Mj1meaX6iEPnKZ6C>

1. Call to Order, Pledge of Allegiance, Moment of Silence and Roll Call.
2. Public Hearings/Presentations – None.
3. Approval of Minutes of Previous Meeting.
 - a. Minutes from the February 19, 2025, Regular Village Board Meeting
4. Citizen Comments. – *This is an opportunity for citizens to share their opinions with Board Members on any topic they choose. However, due to Wisconsin Open Meeting laws, the Board is not able to answer questions or respond to your comments. All comments should be directed to the Board. Comments are limited to 3 minutes per speaker, with time being indicated by an audible alarm. When the alarm sounds, speakers are asked to conclude their comments. Speakers are asked to use the podium and state their name and address.*
5. Ordinances
 - a. Review, Discussion and Possible Action on Ordinance 2025-01 Allowing Golf Carts on Village Streets
6. Resolutions – None.
7. Old Business – None.
8. New Business
 - a. Update on topics from the Public Works and Safety Committee Meeting on March 4 (Quiet Zone project and Safety Bollards on W. Wisconsin Ave)
9. Citizen Comments. – *This is an opportunity for citizens to share their opinions with Board Members on any topic they choose. However, due to Wisconsin Open Meeting laws, the Board is not able to answer questions or respond to your comments. All comments should be directed to the Board. Comments are limited to 3 minutes per speaker, with time being indicated by an audible alarm. When the alarm sounds, speakers are asked to conclude their comments. Speakers are asked to use the podium and state their name and address.*
10. Closed Session

The Village Board of the Village of Pewaukee will enter into closed session pursuant to Wis. Statute Section 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, specifically regarding: Wisconsin Manufacturers and Commerce, Inc. vs. the Village of Pewaukee Case



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22CV000515; and Hawthorne Place LLC et al v. Village of Pewaukee Case 24CV1584; and Watercrest Investments, Lynette Koski, John Quaal, Nancy Anderson (by corporate guardian), and Judith Ferko v. Village of Pewaukee Case Nos. 2024SC004094, 2024SC004093, 2024SC004092 and 2024SC004091.

In addition, the Village Board of the Village of Pewaukee will remain in closed session pursuant to Wis. Statute Section 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, specifically regarding Consent Order with WI DNR for combined radium at entry point 100 (wells 4 and 6).

11. Open Session

- a. Discussion, review, and possible action regarding Wisconsin Manufacturers and Commerce Inc. vs. Village of Pewaukee Case 22CV000515
- b. Possible Action on the Consent Order with WI DNR for combined radium at entry point 100 (wells 4 and 6).

12. Adjournment.

Note: Notice is hereby given that a quorum of a Village Committee and/or Commission may be present at the Village Board meeting, and if so, this meeting shall be considered an informational meeting of that Committee or Commission and no formal action of that Committee or Commission shall occur. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. To request such assistance, contact the Village Clerk at 262-691-5660.

Posted March 3, 2025

**VILLAGE OF PEWAUKEE
REGULAR VILLAGE BOARD MINUTES
FEBRUARY 19, 2025**

<https://www.youtube.com/live/gYaOM43WFQE?si=cNcoA2W1A7bO1Qdm>

1. Call to Order, Pledge of Allegiance, Moment of Silence, and Roll Call

President Knutson called the meeting to order at approximately 6:00 p.m. The Pledge of Allegiance was recited, followed by a moment of silence.

Roll Call was taken with the following Village Board members present: Trustee Bob Rohde, Trustee Chris Krasovich, Trustee Jim Grabowski; and President Jeff Knutson.

Excused: Trustee Kelli Belt and Trustee Kristen Kreuser

Also Present: Village Attorney, Mark Blum; Village Administrator, Matt Heiser; Police Chief Tim Heier; Village Clerk, Jenna Peter.

2. Public Hearings/Presentations –

- a. Public Hearing on Resolution No. 2025-01, to Temporarily Discontinue and Change the Polling Place for the Spring General Election on April 1, 2025**

-No comments

3. Approval of Minutes of Previous Meeting

- a. Minutes from the February 4, 2025, Special Village Board Meeting**

Trustee Grabowski moved, seconded by Trustee Rohde to approve the February 4, 2025, minutes of the Special Village Board meeting as presented.

Motion carried 5-0.

- b. Minutes from the February 4, 2025, Regular Village Board Meeting**

Trustee Grabowski moved, seconded by Trustee Krasovich to approve the February 4, 2025, minutes of the Regular Village Board meeting as presented.

Motion carried 5-0.

4. Citizen Comments – None.

5. Ordinances – None.

6. Resolutions–

- a. Review, discussion and possible action on Resolution No. 2025-01, to Temporarily Discontinue and Change the Polling Place for the Spring General Election on April 1, 2025**

Clerk Peter explained there was a scheduling conflict with Waukesha County Technical College for the April 1, 2025, Spring Election. Instead of being held in the college's "S" Building, the Spring Election will be held in the RTA Center. Peter stated handouts were given to residents at the February 18th Spring Primary election making them aware of the change. There will also be a notice on the Village's website and a sign at the old location advising voters of the change in venue. All 2026 election dates have been confirmed for Building "S".

Trustee Krasovich moved, seconded by Trustee Grabowski to approve Resolution No. 2025-01 as presented.

Motion carried 5-0.

b. Review, discussion and possible action on Resolution No. 2025-02 A Resolution Recognizing the Service of Trustee Heather Gergen to The Village of Pewaukee.

President Knutson read the Resolution out loud. Gergen thanked the Board and stated she will always treasure her time as a Trustee for the Village of Pewaukee.

Trustee Grabowski moved, seconded by Trustee Rohde to approve Resolution No. 2025-02 as presented.

Motion carried 5-0.

c. Review, discussion and possible action on Resolution No 2025-03 A Resolution Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$7,500,000 General Obligation Refunding Bonds

The Village borrowed money in 2024 for a water utility project, as well as other capital projects. The debt was placed in a short-term anticipation note. The anticipation note needed to be refunded/refinanced by April 15 of 2025. The proposal is to replace these notes with long-term General Obligation Debt.

Brad Viegut of Baird noted there is an opportunity for the Village to save money on interest by refinancing other debt at the same time as refunding the notes and recommend refinancing a 2023 loan from the State Trust Fund. Baird estimates approximately \$50,000 in savings by doing this.

Trustee Grabowski moved, seconded by Trustee Krasovich to adopt Resolution No. 2025-03 as presented.

Motion carried 5-0.

7. Old Business - None

8. New Business

a. Review, discussion and possible action on New Class "B" Beer License for Bo's Schnitzelbunker

Trustee Grabowski moved, seconded by Trustee Rohde to approve the new Class "B" Beer License for Bo's Schnitzelbunker.

Motion carried 5-0.

b. Review, discussion and possible action on a Temporary Class "B" Beer License for St. Vincent de Paul Fest

Trustee Krasovich moved, seconded by Trustee Grabowski to approve a Temporary Class "B" Beer License for St. Vincent de Paul Fest.

Motion carried 5-0.

c. Review, discussion and possible action on per diem pay for non-elected resident participants in Village sub-committees.

Administrator Heiser explained that currently, the Village's sub-committees do not receive per diem pay. Municipalities often provide a small per diem to cover travel expenses and preparation costs. If the Village were to follow the model of the Park and Recreation Board and pay the non-elected members \$20 per meeting, with approximately 103 meetings of resident members on Village bodies and 12 meetings of the Library Board it would cost the Village approximately \$2,300 per year.

Trustee Rohde stated the City of Pewaukee and the County offers per diems to their citizen members. It is a recognition of the effort of these individuals putting their time in.

Trustee Grabowski moved, seconded by Trustee Rohde to approve staff to take action on the stated per diem pay.

Motion carried 5-0.

d. Review, discussion and possible action to direct staff to compose an ordinance allowing golf carts on public streets.

Trustee Grabowski explained he met with multiple business owners in the downtown business district to discuss the health of their businesses. Many owners expressed they were looking to have the downtown have a more resort feel to it. Grabowski stated that many municipalities have approved golf carts since the Village last looked into getting them approved. He further explained that no one under the age of 16 can drive them, they will have to be registered with the Village and adhere to all traffic laws.

Chief Heier stated they would not be allowed on highways like Capitol Drive.

Attorney Blum wanted to add to the Ordinance that evidence of liability insurance will be required.

No action taken.

e. Discussion on Kiwanis Village Park Playground Equipment Funding

Trustee Rohde updated the Board on a possible grant to fund the playground at Kiwanis Village Park. On January 21st the new playground and turf were approved at the Park and Recreation meeting. Director, Nick Phalin presented the project to a grant committee. The Village is receiving a grant for \$118,000 in funding for the turf portion of the project.

No action taken.

f. Monthly Approval of Checks and Invoices for all funds – January 2025

Trustee Krasovich moved, seconded by Trustee Grabowski to approve the January 2025 checks and invoices for all funds, except the library, as presented.

Motion carried 5-0.

Trustee Grabowski moved, seconded by Trustee Krasovich to acknowledge the Library Fund.

Motion carried 5-0.

9. Citizen Comments – None.

10. Closed Session. – None.

11. Adjournment

Trustee Rohde moved, seconded by Trustee Krasovich to adjourn the February 19, 2025, Regular Village Board meeting at approximately 6:38 p.m.

Motion carried 5-0.

Respectfully Submitted,

Jenna Peter
Village Clerk



To: Jeff Knutson, President
Trustees of the Village Board

From: Matt Heiser
Village Administrator

Date: February 27, 2025

Re: March 4, 2025 Regular Meeting Agenda Item 5(a)
Review, discussion and possible action on ordinance 2025-01 Allowing Golf Carts on Village streets.

BACKGROUND

Village ordinances currently prohibit golf carts on Village streets. Trustee Grabowski requested this receive Board attention.

The Village Board voted to direct staff to compose an ordinance at its meeting on February 19, 2025.

ACTION REQUESTED

The action requested is for the Board to approve Ordinance 2025-01.

ANALYSIS

Staff prepared the draft ordinance based on a sample provided by Trustee Jim Grabowski. It has not had formal legal review yet.

Attachment:

1. Ordinance 2025-01, Golf Carts on Village Streets

ORDINANCE NO. 2025-01

**ORDINANCE TO CREATE ARTICLE X – GOLF CARTS SECTIONS 86.148 regarding Definitions; 86.149 regarding Use of Golf Carts upon designated Public Street that have a speed limit of 25 miles per hour or less; 86.150 regarding Registration and 86.151 regarding Disclaimer and Liability
OF THE MUNICIPAL CODE OF THE VILLAGE OF PEWAUKEE.**

WHEREAS, WI Stats §349.18(1m)(a) allows for a municipality to adopt an ordinance allowing the operation of golf cars on any highway that has a speed limit of 25 miles per hour or less and that is located within the territorial boundaries of the municipality, and;

WHEREAS, WI Stats §349.18(1m)(d) allows for an ordinance under §349.18(1m)(a) to include a definition of the term “golf cart”. And;

NOW, THEREFORE, the Village Board of the Village of Pewaukee, Waukesha County, Wisconsin does ordain as follows:

SECTION I

Section 86.148 of the Municipal Code of the Village of Pewaukee is hereby created to read as follows:

- (1) The term “golf cart” means a vehicle whose speed attainable in one mile does not exceed 20 miles per hour on a paved, level surface and that is designed and intended to convey one or more persons and equipment to play the game of golf in an area designated as a golf course. Said “golf cart” may feature modification to allow extra seating in the area originally designed to carry equipment to play the game of golf. State law reference: § 23.33(1)(fm), Wis. Stats.
- (2) The term “Public Street” A public street or highway located within the municipal boundaries of the Village of Pewaukee.

SECTION II

Section 86.149 of the Municipal Code of the Village of Pewaukee is hereby created to read as follows:

A. Restrictions

1. The following restrictions shall apply to operation of golf carts on the aforementioned designated public streets:
 - a. No person shall operate a golf cart upon a public street who is less than 16 years of age or without a current, valid regular or probationary driver's license issued for the operation of a motor vehicle. For purposes of this section, a learner's permit shall not be considered as a valid driver's license nor shall any license that has been revoked, temporary or otherwise, or suspended for any reason, be considered as a valid driver's license during the period of suspension or revocation.
 - b. No person shall operate a golf cart on a public street except in conformity with federal, state and local laws regulating the operation of motor vehicles on public streets and highways, including Ch. 346, Wis. Stats., as it relates to traffic regulations, which are adopted by reference in their entirety. All City ordinances regarding the use of motor vehicles in the Village of Pewaukee not inconsistent therewith shall be observed, except that no golf cart may be operated at a speed in excess of 20 miles per hour.
 - c. All golf carts operated under this Ordinance shall be restricted to a maximum speed of 20 miles per

hour.

d. All golf carts operating subject to this Ordinance must be equipped with adequate functioning brakes, reliable and accurate steering apparatus, safe and proper tires, rearview mirror, slow moving vehicle sign, proper registration and visible registration sticker at all times while operated on designated public streets.

e. No person shall operate a golf cart upon any sidewalk, pedestrian way, recreational trail, or public park in the Village, except as specifically authorized for the purpose of legally crossing the street, or to obtain immediate access to an authorized area of operation.

f. No person shall allow a golf cart in the person's custody from standing or remaining unattended on any public street or in any other public place, except an attended parking area, unless either the starting lever, throttle, steering apparatus, gear shift or ignition of the golf cart is locked and the key for that lock is removed from the golf cart.

B. Violations and Penalties

1. Violations of this section shall constitute a non-criminal infraction enforceable by all duly authorized law enforcement officers

2. Penalty. Violators of this section shall be fined not less than \$50.00 nor more than \$250.00 and possible loss of the right to operate a golf cart on designated highways.

SECTION III

Section 86.150 of the Municipal Code of the Village of Pewaukee is hereby created to read as follows:

1. All golf carts intended to be operated on designated highways shall be first registered with the Village Clerk, a registration fee of \$50.00 initially and \$30.00 renewal annually
2. No person shall operate a golf cart not currently registered with the Village on a public street.
3. The registration sticker must be affixed to the rear of the vehicle where it is readily visible.

SECTION IV

Section 86.151 of the Municipal Code of the Village of Pewaukee is hereby created to read as follows:

A. Disclaimer. Golf carts are not designed for nor manufactured to be used on public streets, and the Village of Pewaukee neither advocates nor endorses the golf cart as a safe means of travel on public streets, roads or highways. The Village in no way shall be liable for accidents, injuries or death involving the operation of a golf cart within the Village limits.

B. Assumption of risk. Any person who owns, operates or rides upon a golf cart on a public street, road, or highway within the Village of Pewaukee limits does so at their own risk and peril and assumes all liability resulting from the operation of the golf cart.

SECTION V

All Ordinances or parts of Ordinances contravening the terms and conditions of this Ordinance are hereby to that extent repealed;

SECTION VI

The several sections of this Ordinance shall be considered severable. If any section shall be considered by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the other portions of the Ordinance.

SECTION VII

This Ordinance shall take effect upon passage and publication as approved by law, and the Village Clerk shall so amend the Code of Ordinances of the Village of Pewaukee, and shall indicate the date and number of this amending Ordinance therein.

Passed and adopted this 4 day of March, 2025 by the Village Board of the Village of Pewaukee.

APPROVED:

Countersigned:

Jeff Knutson, Village President

Jenna Peter, Village Clerk



To: Jeff Knutson, President
Trustees of the Village Board

From: Matt Heiser
Village Administrator

Date: February 28, 2025

Re: March 4, 2025 Regular Meeting Agenda Item 8(a)
Update on topics from the Public Works and Safety Committee Meeting on March 4
(Quiet Zone and Safety Bollards on W. Wisconsin Ave).

BACKGROUND

The Public Works and Safety Committee met earlier on March 4, 2025 and covered a number of topics. Staff thought Village Board members would be interested in an update on two topics;
The Quiet Zone project
Exploration of Safety Bollards on W. Wisconsin Ave.

ACTION REQUESTED

No action is requested. The agenda item is for discussion only.

ANALYSIS

None.

Attachment:

1. Staff Memo from Public Works and Safety Committee for Quiet Zone Item.
2. Staff Memo from Public Works and Safety Committee for Safety Bollards Item.



PUBLIC WORKS DEPARTMENT
1000 Hickory Street
Pewaukee, WI 53072

To: Public Works and Safety Committee
CC: Matt Heiser, Village Administrator
From: David Buechl, P.E., P.L.S, Director of Public Works/Village Engineer
Date: February 17, 2025
Re: Agenda item 5d. Discussion and possible action regarding the 2025 Road and Utility Improvements and related Railroad Crossing Improvements

BACKGROUND

The 2025 Street and Utility Improvements projects is currently being designed. The W. Wisconsin paving project is fairly straight forward while the Glacier Road and E. Capitol Drive have some design aspects that are still being worked on.

Glacier Road: This street will include asphalt milling and a relay of water main and storm sewer. One other design goal is to loop connect the water main from Glacier Road to W. Wisconsin Avenue. We will be contacting the lot owners to discuss the possibility of obtaining a water main easement. The storm sewer relay will also likely require obtaining a storm sewer easement. We will be contacting the affected lot owners to discuss the possibility to obtain a storm sewer easement along the side lot lines.

E. Capitol Drive: This street will include milling of asphalt pavement, relay of water main and services, spot removal and replacement of concrete curb and gutter, and some catch basin replacements from Simmons Avenue to Clark Street. The Village is in the process of conducting a Quiet Zone study. Prior to getting approval for the Quiet Zone status, there are some safety improvements needed at the Oakton railroad crossing which generally include extension of the concrete medians. The Wisconsin DOT recently told the Village that we have two options.

1. The Village install and fund the median work in 2025.
2. The Wisconsin DOT tentatively install the median work in 2026.

The estimated cost of the concrete median work is \$29,000 from HNTB who is working for the WDOT. The E. Capitol Drive street project was bumped up to coincide with the Wisconsin DOT asking last year if we had an upcoming project that the median work could be completed with. The limits of this years project can be shortened to be from Simmons Avenue to where E. Capitol Drive veers to northwest, or we can continue to include the median work in this years project.

Recommendation

No recommendation is provided at this time.



**PUBLIC WORKS DEPARTMENT
1000 Hickory Street
Pewaukee, WI 53072**

To: Public Works and Safety Committee
CC: Matt Heiser, Village Administrator
From: David Buechl, P.E., P.L.S, Director of Public Works/Village Engineer,
and Matt Heiser, Village Administrator
Date: February 21, 2025
Re: Agenda item 5i. Discussion and staff direction to explore safety bollards along the west side of W.
Wisconsin Ave. from beachfront to Lakefront Park

This is an issue brought forward by Trustee Jim Grabowski. He approached the Village Administrator and Police Chief with concerns about public safety at the beach and along the sidewalk during community events. Tr. Grabowski is also concerned with pedestrians crossing W. Wisconsin at random points causing a safety hazard with the busy vehicle traffic. These two staff members invited DPW Director Buechl into the discussion which is why it is before this committee.

The idea being explored are some sort of safety bollards installed along the curb line of the sidewalk on the lake-side of W. Wisconsin Ave. A potential feature would be to connect them with chains to funnel pedestrians to the designated crosswalks.

Some design considerations could be: avoid creating a hazard that people could trip and fall and get injured with the bollard installation; or a bollard or snow removal equipment being damaged if drifting of snow would occur at that location and cover the bollard. Costs are unknown at this time.