



Village Hall, 567-2757
Fax, 567-4115
Highway Dept., 567-2422
Police Dept., 567-1134
Building Inspector, 490-4141

Summit Village Hall • 37100 Delafield Road • Summit, WI 53066

Welcome to the Village of Summit!

Village Administrative Office's

If we can be of any assistance to you, please do not hesitate to call.

Office hours: 8:00 a.m. – 4:00 p.m.
Monday through Friday

Website: www.summitvillage.org

Enclosed is our 2020 newsletter and planner for your information. It contains almost everything you need to know and provides answers to the most frequently asked questions.

Garbage and Recycling Collection Service

Advanced Disposal is the garbage and recycling contractor for the Village of Summit. Contact them directly at 262.367.6040 with questions or comments. Enclosed are the Garbage Collection Rules and Regulations; they are also available on the Village website Links page <https://summitvillage.org/links/>

Weekly up-the-drive service for garbage and recycling is Thursday.

Yard Waste pick up service runs from April through November and is picked up at the end of your drive at the road. The Calendar on the Village website (and attached) shows the dates of pickup.

A used motor oil dump station is located southeast of the Village Hall salt shed available for resident use.

Elections

To save you time and avoid lines when voting, please register to vote prior to the next election. You must reside at your Village of Summit residential address for at least 10 consecutive days prior to Election Day. Registration can be done prior to Election Day in the Clerk's office, online at <https://myvote.wi.gov> or by mail. You may also register on Election Day.

The Village of Summit is divided into 6 Wards; all voting is at the Village Hall located at 37100 Delafield Road. Polls are open from 7 am to 8 pm on Election Day.

Elected Officials

The Village of Summit is served by a five-person Village Board; one President and four Trustees. The officials serve at large and are elected for two-year terms. You can find their individual contact information on our website at: <https://summitvillage.org/village-board-staff/>

Police Department

The Summit Police Department has a staff of 10 full-time officers, a detective and several part-time officers, the Summit Police Department provides police service to the Village of Summit and the Village of Dousman. The department has officers on duty 24-hours a day. The department also provides lake patrols during the summer months. Michael Hartert is the current Chief of Police. You can find more information on their website:

<http://summitpd.org/>

Fire Department

The Village of Summit has ownership interest in the Western Lakes Fire District. The district provides efficient and effective fire protection and EMS services to our Village residents. You can find more information on their website: <http://westernlakesfd.org/>

Building Permits

The Village of Summit contracts with WBI/Maney-Miller Inspectors for building inspection services. Mike Sindorf is the Village Inspector and his office hours at the Village Hall are: Tuesday, Wednesday and Thursday from 3 pm – 4 pm. You can find information on the types of permits required and links to the application forms on the Building Inspection page of our website <http://www.summitvillage.org/building-inspector>.

Dog License Application-enclosed

Wisconsin Statutes require any dog over 5 months old to be licensed in the municipality. Annual dog license fee is \$10.00 for altered male or female and \$15.00 for intact male or female. Licenses are due by March 31 or a \$5 late charge per license will be assessed. A **copy of the rabies vaccination certificate must be provided** with the application. Four or more dogs require a conditional use permit.

Updated 01/20



Election 2020

VOTER REMINDERS

If you are a new Summit resident and have not registered to vote or would like to request an absentee ballot, please go to <https://myvote.wi.gov/en-us/> or contact the Village Hall at 262.567.2757 or deputyclerk@summitvillage.org

UNSOLICITED MAILINGS

Special interest groups send out unsolicited voter registration applications and absentee ballot applications, your Village Clerk will not send these out unless a request is made by you, the voter. Most often times, these special interest groups send out documents that look as though they originated from the Village office. They may use incomplete or incorrect forms which cause both of us frustration and unnecessary work. There are four elections during 2020 and you can rest assured that your mailbox will be full of these types of unsolicited mailings. We ask you to carefully read them, if this is not something you requested it should probably be ignored.

We urge you to access the My Vote website to look up your voter registration status, polling place location, what's on your ballot and request absentee ballots if needed.

BADGER BOOKS

We're excited to announce for the 2020 Election season that the Village of Summit will have Badger Books on site.

What is a Badger Book?

The "Badger Book" is electronic poll book software that is specific to Wisconsin elections practices and statutes. The Badger Book is the only electronic poll book software created with direct WisVote integration, and does not use an internet connection.

The Badger Book is used to check in voters, process absentee ballots, and register voters on Election Day. It maintains the voter number and count independent of poll worker input.

What this means for you? A more streamlined system come Election Day!

Want to learn more? Check out <https://elections.wi.gov/elections-voting/badger-book-introduction>.

POLL WORKERS NEEDED

If you are interested in participating in 2020 Elections at the municipal level let us know! We would love your support on Election Day.

Send e mail of interest to:

Village Administrator/Clerk/Treasurer Debbie Michael
administrator@summitvillage.org

2020 ELECTION DATES*

Feb 18 Spring Primary

April 7 Spring Election/Presidential Preference

Aug 11 Partisan Primary

Nov 3 General Election

***Polls Open 7:00 am - 8:00 pm**

YARD WASTE PICK UP DAY TO CHANGE IN 2020

Advanced Disposal has notified the Village that starting in 2020 the Yard Waste collection day will change from Wednesday to Saturday. Please continue to follow the guidelines: grass clippings, leaves, garden debris and small twigs are to be contained in brown paper biodegradable yard waste bags, OR in unlined 32 gallon garbage cans with handles. Brush (branches no longer than 6" diameter) must be tied in bundles not to exceed four feet in length and 1 ½ feet in diameter. Twine must be able to support the weight of the material. Bags, bundles or cans may not weigh more than 50 pounds each. Plastic bags are not acceptable yard waste containers. Collection is at the end of your driveway at the road, they will not collect up the drive for Yard Waste. Christmas Trees will be collected at the road after January 1st. Any tree over 6' must be cut in half. See the last page of this newsletter for the 2020 Planner and Yard Waste pick up dates.

ANNUAL NEWSLETTER

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CENSUS 2020 - WHAT YOU NEED TO KNOW

Everyone Counts - counting every person living in the US

It's in the Constitution - U.S.

Constitution mandates that everyone in the country be counted every 10 years

It's about Fair Representation - results are used to reapportion the House of Representatives and determines how many seats each state gets

It's about \$675 Billion - distribution of federal funds, grants and support to our community is based on census data

It's about redistricting - state officials redraw boundaries of congressional and state legislative districts based on population shifts

Taking part is your civic duty - completing the census is mandatory: participate and say "I COUNT"

Census Data are being used all around you - by residents, businesses, local governments, real estate developers to support initiatives related to their purpose

Your Privacy is Protected - it's against the law for the Census Bureau to publicly release your responses and by law, they cannot share your answers with any other governmental agency

2020 Will be Easier than Ever - you can respond to the census online

You Can Help - talk about the 2020 Census with your family, friends, neighbors and help make sure everyone in your community gets counted

Elected and Appointed Officials

Village Board:

President Jack Riley
Trustees Kraig Arenz, Sr. • Curly Wentland
Sandy Casterline • Jim Petronovich

Police Chief: Michael Hartert

Village Office: **Administrator – Clerk/Treasurer**
Debbie Michael
Deputy Clerk/Deputy Treasurer
Kathy Strebe
Deputy Clerk II
Sarah LaValliere
Planner
Henry Elling

Public Works: **Superintendent**
TBD

Office Hours & Contacts

Village Hall: Monday – Friday 8AM - 4PM

Building Inspector: Tuesday, Wednesday, Thursday
3PM – 4PM
#262.490.4141

Assessor: 1st Tuesday of the Month
8:30AM – 11:30 AM
#262.253.1142

Summit Police Dept: Non-Emergency 262.446.5070

www.summitpd.org

Facebook: [@SummitPolice](https://www.facebook.com/SummitPolice)

Western Lakes Fire District: Chief Brad Bowen
262.567.8282

<http://westernlakesfd.org/>

Facebook: [@westernlakesfd](https://www.facebook.com/westernlakesfd)

For Emergency Dial 911

Vacation Rentals

****NEW VACATION RENTAL REQUIREMENTS****

Thinking about renting your house under VRBO, Airbnb or HomeToGo?

The Village of Summit adopted Ordinance #71-2019 in August 2019 to outline the building and license requirements for this activity.

Beginning January 1, 2020, you will need to complete the following:

Application

Permit of Tenant

And post your license on site

For ordinance and application information visit: <https://summitvillage.org/ordinances/>

For Wisconsin Short Term Rental Guide visit: <https://datcp.wi.gov/Documents/ShortTermRentalGuidance.pdf>

To report an issue with short-term rentals, contact the Village Zoning Administrator at 262-567-2757 or the police non-emergency line at 262-567-1134. You will need to give us the address of the property in question so that we can follow up with the land owners.

Summit Police Department

The Village of Summit maintains a police presence 24 hours/day, 365 days/year to protect and serve the Village residents and visitors to the community. During the summer months, the police department maintains a boat patrol on all major lakes.

Drug Drop Box: Hours: Monday – Thursday 8AM – 3PM • Friday 8AM – Noon • Located in the Police Department Lobby

Emergency Vestibule: A secure vestibule is open 24/7 for any person in distress to access. The vestibule has a doorbell inside that rings directly to dispatch and a lockdown button that immediately locks the door so no one else can enter the vestibule. The person can leave on their own once they feel safe or wait for an officer to come assist them.

Winter Parking Restrictions: There is NO parking on the Village Right-of-Way Nov 1 – April 1 regardless of weather conditions.

Vehicles on Lake during winter: Vehicles are NOT allowed on frozen lakes in the Village of Summit with the exception of ATV's and snowmobiles on Golden Lake ONLY

Outdoor Burning: Outdoor burning of dry leaves and yard waste is allowed; the fire and resulting smoke must be supervised by an adult at all times. Campfires are allowed in a designated area with a flame not exceeding four feet in height.

Summit Police Department

SCAM Alert

We continue to see a variety of scams that target our citizens. There is information on different scams at <https://www.consumer.ftc.gov/features/scam-alerts>. The following tactics are sure to be related to a scam:

- Threatening arrest if payment isn't made
- Requesting you to send/wire money
- Over-refunding money and then asking you to send back a portion
- Requesting payment via gift cards
- Threatening that you will be arrested if you contact the police or hang up on them
- Individuals you have never met in person asking for money (internet romance scams)
- Asking you to verify personal information when they called you with a "problem"

If anyone contacts you and engages in these tactics, you should end the contact. If in doubt, call the Summit Police Department before doing anything the person requests, no matter what they threaten over the phone.

2020 Proposed Road Work

Asphalt Paving is proposed on Waterville Ridge subdivision and Abitz Road.

The road paving will be dependent on weather. Traditionally the work happens in June/ July and the road is open to traffic. There may be some minor delays when work is done. The Village DPW will be placing gravel on the edge of the new pavement.

Seal coating is proposed on Griffith Road, Ravinia Park Blvd, Ravinia Subdivision and Brightwater Subdivision.

The seal work is done in August and the road is open to traffic. The Village has been using this surface treatment to maintain the roads to extend the life of the road. The contractor will vacuum sweep the loose aggregate after the seal has had time to cure.

Public Alert Service through Waukesha County

Waukesha County ALERTS!

This service, powered by AlertSense, allows fire, police and other emergency response agencies to issue emergency alerts to warn citizens of events such as need for immediate evacuation, crime/imminent danger, and local area emergencies. Since many households no longer utilize traditional land-based telephone lines, we urge all individuals and businesses in the county to register and provide your additional contact methods to ensure that we can alert you in the event of an emergency.

Sign Up using the website link below to start to receive emergency alerts from Waukesha County- a free service for our residents.

<https://public.alertsense.com/SignUp/public.aspx?regionid=1140>

Facts and Reminders

Village Parks: Peter Prime - 34925 Parkway Dr. • William Jones - 3325 N Silver Circle Dr. • Atkins-Olson Memorial - 37733 Sunset Dr. • Genesee Lake Road Park - 37505 Genesee Lake Rd.
Available for recreational use. The Genesee Lake Road Park sledding hill will be open for use during Winter 2019/20 as weather permits.

Village Cemetery: Summit Cemetery • 36000 Delafield Rd. ☎ 262.567.2422 ✉ dpw@summitvillage.org

Village Hall: Summit Administration, Clerk/Treasurer, Public Works & Police Department
37100 Delafield Rd. ☎ 262.567.2757 🌐 <https://summitvillage.org/>



GARBAGE COLLECTION REGULATIONS – VILLAGE OF SUMMIT

Garbage

Weekly, Up the Drive, from each single living unit, all **Normal Household Refuse** such as non-recyclable paper and garbage will be collected, provided the materials are in plastic bags no larger than 35-gallons in capacity, and **do not exceed 60 pounds in weights**. Any container larger than 35-gallons is oversized and will not be emptied.

Recycling

Weekly, Up the Drive, from each single living unit. **Recyclables** such as glass bottles, plastic containers marked #1, #2, #4, #5 & #7, and aluminum or tin cans, should be placed together in provided 32-gallon recycling container. **Please do not dispose of recyclable material in plastic or salt bags.** Newspapers, magazines, catalogs, junk mail, office paper, cereal & snack boxes, beverage carriers, paper egg cartons, paper towel rolls, tissue boxes and paper back books should be **flattened** and contained in paper bags or tied in bundles, and placed inside of recycle container. Corrugated cardboard must be flattened, cut into pieces no larger than 3'X3'X10", and bundled. Bundles of cardboard must be placed on top of recycle container

Non-Freon Appliances

Appliances such as stove, dishwasher, water softener, water heater, dryer, or washing machine will be collected but must be scheduled in advance. Collection is provided curbside only for these items. Please call our office to schedule an appliance pick up. **Note: Collection of appliances is not necessarily performed on the same day as your regularly scheduled collection and must be scheduled in advance.**

Freon-Appliances

There is a \$25 charge for the collection of appliances containing Freon (working or not) such as refrigerators, freezers, air conditioners and dehumidifiers. Residents must call Advanced Disposal Services at 262-367-6040 to schedule a Freon appliance collection. Payment must be made prior to collection. Collection is provided curbside only for these items. **Note: Collection of appliances is not necessarily on the same day as your regularly scheduled collection and must be scheduled in advance.**

Furniture

Large Furniture items such as a sofa, couch, chair, bed, box spring/mattress, etc. will also be collected weekly on collection day if left at the curbside. It is not necessary to call for furniture collection.

Carpet and Carpet Padding

Cut into 4' lengths, roll and tie bundles. Bundles may not exceed 60lbs. Collected on regular collection day.

Please see Additional Information →



Items Not Included in Service

Auto parts, tires, automotive batteries, waste oil, landscape timbers, piers, rocks, dirt, concrete, building material, board lumber, drywall, plaster, siding, windows, doors, cabinets, bath tubs, and business related materials will **not** be collected as part of the regular weekly collection service. We would have to estimate a charge before making collections of these types of materials. Please call our office to make arrangements for a special pick up.

Collections of these types must be paid by the resident prior to pick up. **We do not accept paint/stains, pool chemicals, lead acid batteries, waste oil, and/or other hazardous waste chemicals.**

Location of Garbage and Recyclables

The garbage and recyclables is collected Up the Drive and must be placed on the drivable area of the driveway so that collection vehicles will have access to the bags/containers. Service crews will not bring materials around vehicles or other items blocking access for collection. Please have your garbage and recycling out for collection by 6:30 a.m. **We will not be responsible for any items left within ten (10) feet of collection area.**

Yard Waste

Advanced Disposal Services offers the following guidelines for proper preparation of yard waste materials: grass clippings, leaves, garden debris and small twigs are to be contained in **brown paper biodegradable yard waste bags** (available at most hardware and discount stores), or in **unlined 32-gallon garbage cans** with handles. Brush, (branches no larger than 6" in diameter), must be tied in bundles not to exceed (4)four feet in length and 1 ½ feet in diameter. Twine must be able to support the weight of the material. Bags, bundles or cans may not weigh more than 50 pounds each. **Plastic bags are not acceptable yard waste containers. Collection is performed curbside,** we will not collect Up the Drive.

Holidays

Advanced Disposal Services recognizes the following legal holidays: New Years Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day.

Christmas Trees

Christmas Trees will be collected at the curbside after January 1st. Any tree over 6' must be cut in half.

Please Save This Information For Future Reference.

2020

HOLIDAY
YARDWASTE

Trash & Recycle
serviced weekly

VILLAGE OF SUMMIT

January						
S	M	T	W	T	F	S
				1	2	3
	5	6	7	8	9	10
	12	13	14	15	16	17
	19	20	21	22	23	24
	26	27	28	29	30	31

April						
S	M	T	W	T	F	S
				1	2	3
	5	6	7	8	9	10
	12	13	14	15	16	17
	19	20	21	22	23	24
	26	27	28	29	30	

July						
S	M	T	W	T	F	S
				1	2	3
	5	6	7	8	9	10
	12	13	14	15	16	17
	19	20	21	22	23	24
	26	27	28	29	30	31

October						
S	M	T	W	T	F	S
					1	2
	4	5	6	7	8	9
	11	12	13	14	15	16
	18	19	20	21	22	23
	25	26	27	28	29	30
						31

February						
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						1
	2	3	4	5	6	7
	9	10	11	12	13	14
	16	17	18	19	20	21
	23	24	25	26	27	28
						29

May						
S	M	T	W	T	F	S
						1
	3	4	5	6	7	8
	10	11	12	13	14	15
	17	18	19	20	21	22
	24	25	26	27	28	29
	31					

August						
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						1
	2	3	4	5	6	7
	9	10	11	12	13	14
	16	17	18	19	20	21
	23	24	25	26	27	28
	30	31				

November						
S	M	T	W	T	F	S
						1
	1	2	3	4	5	6
	8	9	10	11	12	13
	15	16	17	18	19	20
	22	23	24	25	26	27
	29	30				

March						
S	M	T	W	T	F	S
						1
	2	3	4	5	6	7
	8	9	10	11	12	13
	15	16	17	18	19	20
	22	23	24	25	26	27
	29	30	31			

June						
S	M	T	W	T	F	S
						1
	7	8	9	10	11	12
	14	15	16	17	18	19
	21	22	23	24	25	26
	28	29	30			

September						
S	M	T	W	T	F	S
						1
	6	7	8	9	10	11
	13	14	15	16	17	18
	20	21	22	23	24	25
	27	28	29	30		

December						
S	M	T	W	T	F	S
						1
	6	7	8	9	10	11
	13	14	15	16	17	18
	20	21	22	23	24	25
	27	28	29	30	31	

**VILLAGE OF SUMMIT
Dog License Application**

****Rabies Vaccination Certificate is required****

PAYABLE TO:

Village of Summit

Phone #

Owner's Name:

Address:

37100 Delafield Road, Summit WI 53066

	Dog # 1	Dog # 2	Dog # 3
Dog's Name			
Breed			
Color			
Choose Applicable Fees:			
MALE \$	15.00		
Neutered Male \$	10.00		
FEMALE \$	15.00		
Spayed Female \$	10.00		
Late License Fine (per dog)			
Beginning April 1st	\$5.00		
Total			

**Four or more dogs
requires conditional
use permit.**

Per WI State Statutes, a dog license is required for any dog over 5 months of age.

March 31st is the deadline for obtaining your license.

Beginning April 1st, a \$5.00 late charge per license will be applied

A Rabies Vaccination Certificate is required every year per State Statute 174.07(1)(b)

*****INCLUDE a SELF-ADDRESSED STAMPED ENVELOPE** along with check to the address above, if mailing your application, ***