

MINUTES OF THE COMMON COUNCIL MEETING HELD AT THE GREENFIELD CITY HALL ON TUESDAY, MARCH 4, 2025

A. Call to Order & Roll Call

The meeting was called to order by Mayor Neitzke at 7:03 PM.

Present: Alderpersons Karl Kastner, Pamela Akers, Bruce Bailey. (A quorum was present.)

Excused: Andrew Drzewiecki, Shirley Saryan

Also present: Jeff Katz, Director, Neighborhood Services; Jennifer Goergen, City Clerk

B. Opening Prayer

An opening prayer was given by Chaplain Leggett.

C. Pledge of Allegiance

D. Approval of the February 19, 2025 Common Council minutes

Motion by Alderperson Bailey, seconded by Alderperson Kastner to approve. Motion carried unanimously.

E. Mayor's Report

Mayor Neitzke said that the Parks and Recreation banquet was a great success, and he thanked those honored for their service.

F. Aldermanic Reports

Alderperson Bailey gave the Tree Commission Report. Alderperson Akers added that at the meeting, they spoke about how salt affects the environment. The city has reduced salt use by 25% to 30% due to the use of a salt brine mix over the last 10 years.

G. Announcements

There was a discussion about the Pins for Paws event presented by the Greenfield Police Department on Sunday, March 23rd, 2025, at 11:30 AM at the Root River Center.

H. Citizen Commentary

I. Old Business

1. Appointments to various committees and commissions:

a. Mayor appointments, confirmed by Council:

- i. Two members to the Civil Service Commission for terms to expire 5/1/27 (formerly David Podeszwa and Paul Leu)
Place on the next agenda.

J. New Business

1. Approve applications for 2024-2025 operator licenses (Goergen)

Motion by Alderperson Bailey, seconded by Alderperson Akers to approve. Motion carried unanimously.

2. Approve application for a Temporary Class "B" Retailer's License received from Harley Owners Group - Milwaukee Chapter to sell fermented malt beverages indoors at the Annual St. Patrick's Day Event 2025 on March 15, 2025, from 10:00 AM to 5:00 PM at 6221 W. Layton Ave. Requesting Council approval to allow unaccompanied underage individuals on the licensed beer premises pursuant to Wis. Stat. 125.07(3)(a)12. (Goergen)

Motion by Alderperson Bailey, seconded by Alderperson Kastner to approve agenda items J2-J5.
Motion carried unanimously.

3. Approve application for a Temporary Class "B" Retailer's License received from St. John the Evangelist Congregation to sell fermented malt beverages indoors at the Fish Fry event on March 7, 2025, from 3:30 PM to 7:00 PM at 8500 W. Cold Spring Rd. Requesting Council approval to allow unaccompanied underage individuals on the licensed beer premises pursuant to Wis. Stat. 125.07(3)(a)12. (Goergen)
Approved under agenda item J2.
4. Approve application for a Temporary Class "B" Retailer's License received from St. John the Evangelist Congregation to sell fermented malt beverages indoors at the Fish Fry event on March 28, 2025, from 3:30 PM to 7:00 PM at 8500 W. Cold Spring Rd. Requesting Council approval to allow unaccompanied underage individuals on the licensed beer premises pursuant to Wis. Stat. 125.07(3)(a)12. (Goergen)
Approved under agenda item J2.
5. Approve application for a Temporary Class "B" Retailer's License received from St. John the Evangelist Congregation to sell fermented malt beverages indoors at the Fish Fry event on April 18, 2025, from 3:30 PM to 7:00 PM at 8500 W. Cold Spring Rd. Requesting Council approval to allow unaccompanied underage individuals on the licensed beer premises pursuant to Wis. Stat. 125.07(3)(a)12. (Goergen)
Approved under agenda item J2.
6. Adopt an Ordinance to recodify and amend section 13.11 as new subsection 12.13 (3) of the code of ordinances for the City of Greenfield pertaining to regulation of tourist rooming houses. (Geary)
Motion by Alderperson Akers, seconded by Alderperson Bailey to approve. On a roll call vote, motion carried unanimously.
7. Adopt a resolution allowing the police department to implement a wireless 9-1-1 answering point in the city. (Lemmers)
Motion by Alderperson Kastner, seconded by Alderperson Akers to approve. On a roll call vote, motion carried unanimously.
8. Discussion and decision to approve the remount of ladder truck 92 and authorize City Clerk to sign Declaration of Official Intent. (Konieczka)
Fire Chief Thomas Konieczka was present. Mayor Neitzke and Chief Konieczka discussed the benefits of refurbishing the truck versus buying a new one. Refurbishing is less costly, has a shorter lead time, and it will add another ten to fifteen years to the truck.

Motion by Alderperson Kastner, seconded by Alderperson Akers to approve. On a roll call vote, motion carried unanimously.
9. Approve a contract for the project #2416 S. 31st Street – W. Holmes Avenue Neighborhood Resurfacing – Phase 1 with LaLonde Contractors in the amount of \$1,298,284.57. (BPW, Ald. Bailey, 2/25/25)
Motion by Alderperson Akers, seconded by Alderperson Bailey to approve. On a roll call vote, motion carried unanimously.
10. Approve a contract for the project 2204 Cold Spring Road Concrete Repair Program with State Contractors in the amount of \$805,604.63. (BPW, Ald. Bailey, 2/25/25)
Motion by Alderperson Kastner, seconded by Alderperson Akers to approve. On a roll call vote, motion carried unanimously.
11. Discussion and decision to approve a Project Agreement with Milwaukee County Department of Transportation for an improvement of W Layton Avenue between S 60th Street and S 68th Street. (BPW, Ald. Bailey, 2/25/25)
Motion by Alderperson Akers, seconded by Alderperson Kastner to approve. On a roll call vote, motion carried unanimously.
12. Approval of schedules of disbursements in the amount of \$16,125,398.71. (Schafer)

Minutes are not official until formally approved by the Common Council at the next scheduled meeting.

Motion by Alderperson Akers, seconded by Alderperson Bailey to approve agenda items J12-J13. On a roll call vote, motion carried unanimously.

13. Approval of mileage reimbursements in the amount of \$188.72. (Schafer)

Approved under agenda item J12.

K. Items for future agenda

L. Adjourn

Motion by Alderperson Akers, seconded by Alderperson Bailey to adjourn at 7:25 PM. Motion carried unanimously.

Jennifer Goergen, City Clerk

Minutes transcribed by Trina Kaminski, Administrative Assistant

Distributed: 3/5/2025

ORDINANCE NO. 3071

AN ORDINANCE TO RECODIFY AND AMEND SECTION 13.11 AS NEW SUBSECTION 12.13 (3) OF THE CODE OF ORDINANCES FOR THE CITY OF GREENFIELD PERTAINING TO REGULATION OF TOURIST ROOMING HOUSES

WHEREAS, the City of Greenfield (the “City”) has become a member of the Southwest Suburban Health Department (“SWSHD”); and,

WHEREAS, as part of that transition, the SWSHD has taken over public health administration and inspections within the City of Greenfield, including for tourist rooming houses, so the City desires to amend the City Code to recodify Greenfield’s short-term rental regulations, currently in the “Licenses and Permits” chapter, as tourist rooming house regulations, under the “Health and Sanitation” chapter.

NOW, THEREFORE, the Common Council of the City of Greenfield do ordain as follows:

PART I. Section 13.11 of the Code of Ordinances for the City of Greenfield be, and hereby is, recodified and amended as new subsection 12.13(3), which shall read as follows:

12.13 – Hotels and tourist rooming houses.

“(3) Tourist Rooming Houses.

- (a) *Purpose.* The purpose of this section is to ensure the quality of tourist rooming houses operating within the City of Greenfield is adequate for protecting public health, safety and general welfare, including determining the responsibilities of owners and property managers offering these properties for tourists or transient occupants, and protecting the character and stability of all areas, especially residential areas, within the City of Greenfield.
- (b) *Definitions.* For administering and enforcing this section, the terms or words used herein shall be defined as follows:
 - (1) *Corporate entity.* A corporation, partnership, limited liability company, sole proprietorship, or any other group or organization licensed to conduct business in this state.
 - (2) *Dwelling unit.* One or more rooms designed, occupied, used, or intended to be used, as separate sleeping quarters offered for rent to a person who travels to a location away from his or her permanent address for a short period of time for vacation, pleasure, recreation, culture, business, or employment. Also referred to as a dwelling.
 - (3) *License.* A tourist rooming house license.
 - (4) *License year.* The period from July 1 of each year to the following June 30, during which a license is in effect.
 - (5) *Occupant.* Any person, over one year of age, living, sleeping, cooking or eating in, or having actual possession of, a dwelling unit.

- (6) *Offered for rent.* Advertised, maintained, managed, operated, or presented for rent or listed on or with a marketplace provider (including, but not limited to, airbnb.com, homeaway.com, vrbo.com, or similar websites).
- (7) *Owner.* The owner of a tourist rooming house. Also referred to as property owner.
- (8) *Person.* An individual, group of individuals, or corporate entity. Person shall include a corporation, firm, partnership, association, organization and any other group acting as a unit as well as individuals, including a personal representative, receiver or other representative appointed according to law. Whenever the word person is used in any section of this section prescribing a penalty or fine, as to partnerships or association, the word shall include the partners or members hereof, and as to corporations, shall include the officers, agents or members thereof who are responsible for any violation of such section.
- (9) *Property manager.* Any person who is not the property owner and who is authorized by the property owner to act as agent and as the local contact person on behalf of the property owner for one or more tourist rooming houses, and to take remedial action and promptly respond to any violation of this section or the City Code relating to the licensed premises. An affirmative statement of such authorization, signed by the owner and property manager, shall be provided to the health department.
- (10) *Tourist rooming house.* See section 97.01(15k) and of the Wisconsin State Statutes.
- (11) *State.* The State of Wisconsin, including departments thereof, or its designee(s).

(c) *Tourist rooming house regulations.*

- 1. This ordinance is created pursuant to Wis. Stat. § 97.615(2)(g).
- 2. Every tourist rooming house shall be operated by the owner or a property manager. The mailing address, physical address (if different from mailing address), and a telephone number at which the property manager, or of the owner if the owner is also acting as the property manager, shall be available between the hours of 8:00 a.m. and 11:00 p.m. on those days when the property is rented shall be filed with the health department.
- 3. Each tourist rooming house is required to have a seller's permit issued by the Wisconsin Department of Revenue, unless all rentals of the property are exempt from such permit requirement per state law.
- 4. Each tourist rooming house shall comply with all of the following:
 - a. The total number of days within any consecutive 365-day period that the dwelling unit may be rented shall not exceed 180 days. The 180 days must run consecutively, and the owner shall notify the City within five days of the start date. No residential dwelling may be rented for less than 7 consecutive days. See 66.1014, Wis. Stats.

- b. No vehicular traffic shall be generated that is greater than normally expected in the residential neighborhood.
- c. There shall not be excessive noise, fumes, glare, vibrations, or other nuisance activities, or trespass onto neighboring properties, and any activities shall be in compliance with all applicable noise regulations.
- d. Advertising in media channels relating to the availability of a tourist rooming house may be placed only after obtaining a license.
- e. The number of occupants in any unit shall not exceed the limits set forth in the State of Wisconsin Administrative Code, and all bedrooms must meet all applicable requirements set forth in the State of Wisconsin Administrative Code.
- f. No recreational vehicle (RV), camper, tent, or other temporary lodging arrangement shall be permitted on site as means of providing additional accommodations for paying guests or other invitees.
- g. A tourist rooming house license may be suspended, revoked, or non-renewed as set forth in state statute and/or the Wisconsin Administrative Code.
- h. Unless the owner resides less than 35.0 miles from the tourist rooming house property, a local property manager must be designated. The local property manager must reside less than 35.0 miles from the tourist rooming house property and shall be available between the hours of 8:00 a.m. and 11:00 p.m. on those days when the property is rented. If the property owner resides less than 35.0 miles from the tourist rooming house property, a local property manager is not required to be designated. In such case, the property owner shall be available between the hours of 8:00 a.m. and 11:00 p.m. on those days when the property is rented. The property owner must update the health department within three business days of any change in the property owner's and/or property manager's contact information. For purposes of this subsection, distance shall be calculated as measured in a straight line between the tourist rooming house property and the property owner's residence using online global positioning system (GPS) resources.
- i. Tourist rooming house licenses are issued for one-year period and must be renewed annually subject to City approval or denial based on the licensee's on-going and compliance history.
- j. The owner of the tourist rooming house shall carry insurance affording coverage for losses related to tourist rooming houses, with liability limits of not less than \$300,000 per individual occurrence and \$1,000,000 aggregate for the home that is used for tourist rooming house and must provide proof of such insurance.

- k. Every tourist rooming house shall have functional smoke detectors and carbon monoxide detectors in accordance with the requirements of Chapter SPS 321 of the Wisconsin Administrative Code.
- l. The minimum number of on-site, off-road parking spaces shall equal the tourist rooming house property's advertised maximum sleeping capacity divided by four, with the quotient rounded up to the nearest whole number. For a tourist rooming house property abutting a private road with fewer than two driving lanes, no parking spaces on the road may be considered and all parking spaces must be provided on-site. For a tourist rooming house property abutting a public road that has designated on-road parking spaces, the minimum number of required on-site parking spaces may be reduced by the total number of designated on-road parking spaces which lie within the abutting road frontage and within 100 feet of the tourist rooming house property's main entrance driveway or doorway. A diagram drawn to scale showing the location of buildings and the on-site and/or off-street parking area(s) designated for tenants and invitees on the premises. On-site parking is only allowed on the residence's driveway, garage, or parking lot, as applicable.

(d) Penalties.

1. Any person who shall violate any provision of this section shall be subject to a penalty as provided in section 25.04 of this code.
2. Penalties set forth in this section shall be in addition to all other remedies of injunction, abatement or costs whether existing under this code or otherwise.

(e) Severability. If any provision of this section is held invalid or unconstitutional by any court of competent jurisdiction, such a decision shall not affect the validity of any other provision of this section. It is hereby declared to be the intention of the City that all provisions of this section are separable. This section shall not invalidate or interfere with any lawful private or other lawful public covenant or restriction on property which prohibits or restricts to a greater extent the uses described and licensed herein."

PART II. Section 13.11 shall be reserved for future use.

PART III. This ordinance shall take effect and be in force from and after its passage and publication.

PASSED AND ADOPTED by the Common Council of the City of Greenfield on the 4th day of March, 2025.

APPROVED:

Michael J. Neitzke, Mayor

ATTEST:

Jennifer Goergen, City Clerk

STATE OF WISCONSIN
CITY OF GREENFIELD
MILWAUKEE COUNTY
RESOLUTION NO. 4056

RESOLUTION TO PROVIDE SERVICES AS A WIRELESS 9-1-1 PUBLIC SAFETY
ANSWERING POINT

WHEREAS, the City of Greenfield operates a communications center for its police and fire services, and

WHEREAS, the City of Greenfield is committed to providing a high level of service to its residents, and

WHEREAS, the location of any person calling for assistance using a wireless phone is critical information necessary to ensure prompt and efficient Public Safety response, and

WHEREAS, wireless phones will be capable of providing this information to properly equipped public safety answering points (PSAPs), and

WHEREAS, the Greenfield Police Department will have such equipment and be fully capable of receiving wireless calls and calculating and mapping the caller's actual location, and

WHEREAS, the state has adopted legislation providing for an opt-out of the County designated PSAP allowing municipalities to receive the wireless 9-1-1 calls directly.

RESOLVED, by the Common Council of the City of Greenfield, that the resolution for the Greenfield Police Department to implement a wireless 9-1-1 answering point in the City of Greenfield, Wisconsin in accordance with Wisconsin Statute 256.35(3m)(c)6 is approved, effective only once the requisite hardware and infrastructure are installed and testing is completed. It is anticipated this will occur in or about July 2025.

PASSED AND ADOPTED by the Common Council of the City of Greenfield on the 4th day of March, 2025.

APPROVED:

Michael J. Neitzke, Mayor

ATTEST:

Jennifer Goergen, City Clerk