

**IMPORTANT:** *If you plan to pay your property taxes in person at the Waukesha County Treasurer's Office, please note that the County has a weapons screening process in effect. All visitors coming to the Courthouse or Administration Center must enter through the main Courthouse entrance (515 West Moreland Blvd.) and will be required to go through a screening station, which includes placing personal items on a scanning device. Depending on the number of people entering the building at one time, there could be delays in getting through this process. We kindly ask that you plan accordingly when coming to pay your taxes or conducting other business at the County.*

#### ATTENTION TAX PAYERS

##### Tax Payment Instructions

Your taxes are to be paid to:

**Waukesha County Treasurer**

Mail your payment or go in person:

Waukesha County Treasurer

515 W. Moreland Blvd. Room 148

Waukesha, WI 53188

262-548-7029

Monday through Friday

8:00 a.m. – 4:30 p.m.

Closed Saturdays, Sundays and legal holidays.

There is a depository box located east of the Waukesha County Administration Center, across from Door 35, at 515 W. Moreland Blvd., Waukesha, that is available 24 hours a day.

Timeliness of payment is based on POSTMARK DATE. We do not accept metered dates. Please mail early. You can also pay online where a fee will be assessed for that payment option.

**[www.waukeshacounty.gov](http://www.waukeshacounty.gov)**

Waukesha County administrative offices are closed for: New Year's Eve and New Year's Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day and the day after Thanksgiving, Christmas Eve and Christmas Day.

Building Inspector/Zoning Administrator

Bob Premo – 538-1558

Electrical Inspector

Dave Arnold – 567-9311

Plumbing Inspector

Ernie Audley – 538-1368

If you have any questions regarding regulations or the need to obtain the necessary permits, please contact the building inspector's office at 538-0820 from 4:00 p.m.–7:00 p.m. Monday through Thursday at the village hall. Permits are needed for: storage sheds, garages, building additions such as family rooms, sun rooms, bedrooms, basement remodeling, structural alterations, decks, swimming pools, signs, water softeners, iron filters, fireplaces, wood stoves, new furnace or replacement, and new air-conditioning systems or replacement. The village enforces building and zoning code regulations in order to maintain a safe and desirable community.

**Village Clerk's** office hours Mon. – Thurs.

9:00 a.m.–5:00 p.m.

Clerk's phone 538-0820; fax 538-4981.

Or email at: [clerk@villageofmerton.com](mailto:clerk@villageofmerton.com)

**Village Board Meetings** are held the 1<sup>st</sup> and 3<sup>rd</sup>

Thursday of every month at 7:00 p.m. Village Board

members: President - Ron Reinowski; Trustees

Bruce Blawat, Mark Baral, Dave Merrell, Jeff Smith.

**Village Plan Commission Meetings** are held the 2<sup>nd</sup>

Wednesday of every month at 7:00 p.m.

**All meetings are held at**

**Merton Community Center**

**W282 N6996 Main Street**

#### NOTICE TO ALL VILLAGE OF MERTON DOG OWNERS

All dogs must be licensed from January 1, 2016 - April 1, 2016

Owners must show current vet certificate of rabies shot.

You may obtain a license at the clerk's office

N67 W28343 Sussex Road Monday through Thursday

9:00 a.m. - 5:00 p.m.

FEES: \$7.00 spayed/neutered \$12.00 non-spayed/neutered.

To license through the mail please fill out the application and mail with your rabies shot information.

DO NOT send your payment to the Waukesha County Treasurer.

All dog license expire on December 31 of the license year.

#### GARBAGE COLLECTION INFORMATION

Your garbage removal service is contracted with Advanced Disposal Services/ADS.

**WEDNESDAY** is garbage collection day. Please have your garbage and recycling to the curb by 6:00 a.m. If an official HOLIDAY falls on a Monday, Tuesday or Wednesday pick-up will be on Thursday.

**Residents must use garbage carts provided by ADS for garbage removal.**

**NO OTHER CONTAINERS MAY BE USED.**

**ADS is not responsible for damaged items left next to carts.** All appliances must be scheduled in advance for pickup as well as the removal of: building materials, carpeting, auto refuse or plumbing fixtures by calling 262-367-6040.

**YARD WASTE** disposal is provided once a month from April to November. Dry grass clippings, leaves and small twigs must be bagged in **BROWN PAPER BIODEGRADABLE YARD-WASTE BAGS** (available at hardware, discount and grocery stores), in disposable cardboard boxes no larger than 3' x 3' x 3', or in unlined 32-gallon garbage cans with handles. **PLASTIC BAGS AND APPLIANCE BOXES ARE NOT ACCEPTABLE CONTAINERS FOR YARD WASTE DISPOSAL.** Brush must be tied and bundled with twine sufficiently supporting the weight of the material no longer than 4ft. in length. Bags or bundles should not weigh more than 50 lbs.

**Yard Waste Pickup Schedule for 2016**

**Apr 15; May 13; Jun 17; Jul 15; Aug 19; Sep 16; Oct 7; Oct 21; Nov 11.** The schedule is also posted: online at [www.villageofmerton.com](http://www.villageofmerton.com), available at the village hall or on TWC channel 25. Christmas trees may be set out during normal garbage pickup. Large trees must be cut in half.

Disposal options for special items (hazardous or toxic materials and electronics)

**[www.waukeshacounty.gov/recycling](http://www.waukeshacounty.gov/recycling)**

**EVENTS IN 2016**

February 16, 2016	Spring Primary Election TBA
April 5, 2016	Spring Election 7:00a.m. - 8:00p.m.
May 1, 2016	MCFD Pancake Breakfast 8:00a.m. - 12:30p.m.
May 30, 2016	Memorial Day Parade 10:00a.m.
August 2, 2016	National Night Out 6:00p.m.
August 9, 2016	Fall Primary Election 7:00a.m. - 8:00p.m.
September 24, 2016	Village Wide Rummage 8:00a.m. - 5:00p.m.
October 15, 2016	MCFD Open House 11:00am-2:00p.m.
October 30, 2016	Trick or Treat 5-8p.m.
November 8, 2016	Fall General Election 7:00a.m. - 8:00p.m.
December 6, 2016	Christmas Tree Lighting 7:00p.m.

To check for events watch Time Warner Cable Channel 25 or the village website:

[www.villageofmerton.com](http://www.villageofmerton.com)

**Important Websites and Phone Numbers**

Arrowhead High School  
369-3611 [www.arrowheadschoools.org](http://www.arrowheadschoools.org)

Merton Athletic Association [www.mertonathletics.org](http://www.mertonathletics.org)

**Merton Community Fire Department**

538-2300 non-emergency  
Merton Fire Department billing  
538-2305 [www.mertonfire.com](http://www.mertonfire.com)

Merton Intermediate School  
538-1130  
Merton Primary School  
538-2227 [www.merton.k12.wi.us](http://www.merton.k12.wi.us)

Richmond School  
538-1360 [www.richmond.k12.wi.us](http://www.richmond.k12.wi.us)

Swallow School  
367-2000 [www.swallowschool.org](http://www.swallowschool.org)

**Waukesha County Sheriff's Dept.**  
non-emergency  
**446-5070** [www.waukeshacounty.gov](http://www.waukeshacounty.gov)

**2016 COMPOST INFORMATION**

Village residents can use the Town of Lisbon Compost Site located on Plainview Road East of Hwy 164. Please visit the village clerk's office to obtain your pass. The pass is \$25.00 per year. The site is open April through November **Monday 4:00 p.m. – 7:50 p.m. Saturday 9:00 a.m. – 3:50 p.m.**

**Not open on Mondays after day light savings.**

*Holidays, inclement weather or emergency situations may preclude access to the site.*

You may drop off the following items: yard waste (lawn clippings and leaves) and brush (twigs and branches from trees and bushes less than five (5) inches in diameter.) **\*No tree stumps or garbage\***

**THE VILLAGE DOES NOT PICK UP LOOSE LEAVES RAKED INTO THE STREET.**

**SWIMMING POOLS**

**ZONING CODE SEC. 17.402 (9)**

Above and below ground swimming pools, capable of containing water to a depth of twenty-four (24) inches or more, including adjustable depth pools, are subject to the following: No swimming pool shall be constructed unless a Zoning and Building Permit has been issued. Any swimming pool with walls less than forty-eight (48) inches above surrounding grade shall be enclosed with a fence. Any swimming pool shall be located only within the rear yard. No pool shall be used until the Building Inspector has made a final inspection of all phases of construction. Note: Any homeowner with a lot governed by a homeowner's association needs to check deed restrictions before erecting a pool.

**WINTER PARKING**

**VILLAGE ORDINANCE CHAPTER 7.05**

No person except physicians on emergency calls shall park, or permit any vehicle to remain parked on any street or highway in the village for more than 30 minutes between 2:00a.m. and 6:00a.m. from November 1 through April 1. Signs giving notice of this restriction shall be placed or erected at or near the village limits on all state and county trunk highways and connecting village limits on all state and county trunk highways and connecting streets. Such signs shall be reflectorized and of a type approved by the State Highway Commission as to size of lettering, shape and color.

**NEW IN 2016**

The Village Board will take action to prohibit yard waste burning and provide emergency house numbers similar to those found in the Town of Merton.

The Village of Merton Population is 3,468  
(as of 1-1-15)

**SNOWPLOW DAMAGE TO MAILBOXES**

If the village contract snowplow driver hits a mailbox and damages it beyond repair, the village will pay the homeowner \$50.00 in replacement cost. The village will not replace posts pushed by the weight of the snow, knocked by snow or slush, damaged by your mail carrier, newspaper carrier or another vehicle striking the post.