

**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 Offices.*

#### 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

Bob Premo – 538-1558

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, Jeff Smith and Mike

Schwabe.

**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 the**

**Merton Community Center**

**W282 N6996 Main Street**

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

All dogs must be licensed from January 1, 2020 - April 1, 2020

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.**

Dog license expires 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 before 6:00 a.m. If an official HOLIDAY falls on a Monday, Tuesday or Wednesday pick-up will be on Thursday. See schedule for recycling pick up dates.

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

**NO OTHER CONTAINERS MAY BE USED.**

All garbage and recycling must fit in carts. Items placed next to the carts will not be picked up. Additional carts may be rented for an addition cost to the homeowner paid directly to Advanced Disposal. Please contact them directly for this service. All appliances and large items must be scheduled in advance for pickup by calling 262-367-6040.

**YARD WASTE** disposal is provided once/twice 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 2020**

**Apr 17; May 1; May 15; Jun 12; Jul 17; Aug 14; Sep 18; Oct 9; Oct 30; Nov 6; Nov 20.**

The schedule is also posted online at [www.villageofmerton.com](http://www.villageofmerton.com) and available at the village hall. Christmas trees may be set out during normal garbage pickup in January. Trees over 6 feet 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 2020

|                |  |
|----------------|--|
| Feb. 18, 2020  | Spring Primary Election<br>7:00a.m. – 8:00p.m.                       |
| Mar. 3, 2020   | Blood Drive<br>1:00p.m. – 6:00p.m.                                   |
| Apr. 7, 2020   | Spring Election<br>7:00a.m. - 8:00p.m.                               |
| May 3, 2020    | MCFD Pancake Breakfast<br>8:00a.m. - 12:30p.m.                       |
| May 25, 2020   | Memorial Day Parade<br>10:00a.m.                                     |
| Jul. 8, 2020   | Blood Drive (at Community Center)<br>1:00p.m. – 6:00p.m.             |
| Aug. 4, 2020   | National Night Out<br>6:00p.m.                                       |
| Aug. 11, 2020  | Fall Primary Election<br>7:00a.m. – 8:00p.m.                         |
| Sept. 19, 2020 | Village Wide Rummage<br>8:00a.m. - 5:00p.m.                          |
| Oct. 3, 2020   | MCFD Open House<br>11:00a.m. – 3:00p.m.                              |
| Oct. 5, 2020   | Blood Drive<br>1:00p.m. – 5:00p.m.                                   |
| Oct. 31, 2020  | Trick or Treat<br>TBA  |
| Dec. 1, 2020   | Village Christmas Tree Lighting<br>7:00p.m.                          |
| Dec. 5, 2020   | MCC Christmas Open House<br>2:00p.m. – 4:00p.m.                      |
| Dec. 6, 2020   | Cookies & Cocoa with Santa &<br>Mistletoe Market 1:00p.m. – 5:00p.m. |

Check for other events throughout the year at the village website: [www.villageofmerton.com](http://www.villageofmerton.com) or find us on Facebook.

## 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.

## Important Websites and Phone Numbers

|  |                      |
|--|----------------------|
| Arrowhead High School  | (262)369-3611        |
| <a href="http://www.arrowheadschoools.org">www.arrowheadschoools.org</a>           |                      |
| Merton Athletic Association  |                      |
| <a href="http://www.mertonathletics.org">www.mertonathletics.org</a>               |                      |
| Merton Intermediate School   | (262)538-1130        |
| Merton Primary School  | (262)538-2227        |
| <a href="http://www.merton.k12.wi.us">www.merton.k12.wi.us</a>                     |                      |
| Richmond School  | (262)538-1360        |
| <a href="http://www.richmond.k12.wi.us">www.richmond.k12.wi.us</a>                 |                      |
| Swallow School   | (262)367-2000        |
| <a href="http://www.swallowschool.org">www.swallowschool.org</a>                   |                      |
| <b>Merton Community Fire Department</b>  | <b>(262)538-2300</b> |
| <a href="http://www.mertonfire.com">www.mertonfire.com</a>                         |                      |
| Ambulance Billing  |                      |
| Life Quest   | 1-888-777-4911       |
| <b>Waukesha County Sheriff's Dept.</b>   | <b>(262)446-5070</b> |
| <a href="http://www.waukeshacounty.gov/sheriff">www.waukeshacounty.gov/sheriff</a> | non-emergency        |

## 2020 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 \$20.00 per year. The site is open:  
**April through November**  
**Monday 4:00 p.m. – 8:00 p.m.**  
**Saturday 9:00 a.m. – 4:00 p.m.**  
 Contact the village clerk's office for specific dates for opening and closing of the site. *The site is 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, leaves, brush, twigs, tree branches and bushes less than five (5) inches in diameter. Small clean tree stumps are allowed.

**\*No Railroad ties or construction materials are allowed\***

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

## **REGULATION OF BURNING ORDINANCE 178 SEC. 13.04 (A)**

Burning of certain materials is prohibited. It shall be unlawful for any person to burn outdoors any garbage, trash, rubber products, plastic, leather, petroleum-based materials, leaves, grass clippings, garden debris and any items containing flammable or combustible liquids, asphaltic type materials or any other such related materials which create, by such burning, a smoke or odor nuisance. Garbage, as the term herein, is defined as putrescible animal and vegetable wastes, resulting from handling, preparation, cooking and consumption of food. Trash, as used herein, is defined as human or animal excrement, animal remains or offal, petroleum products, vegetable products, mineral products and metal pressurized containers.

## **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.

## **Merton Community Fire Department Reminder**

Reminds you to change the batteries in your smoke detectors every 6 months. Smoke detectors and Carbon Monoxide (CO) detectors have a shelf life of 5 years. Be sure to protect your family by purchasing new detectors every 5 years. If you need assistance in placement of detectors please reach out to us at (262) 538-2300 or stop by the station.

We would love to see you!

The Village of Merton 2019 estimated population is 3,690