

VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN
REGULAR MEETING MINUTES OF THE BOARD OF TRUSTEES

Monday, October 21, 2019, at 6:00 p.m.

1. **Board of Trustee Meeting called to order by President Sparks**
Sparks called the meeting to order at 6:00 p.m.
2. **Pledge Allegiance to the Flag**
3. **Roll Call by Clerk**

Trustee	Present
Sparks, Wally	YES
Zeyghami, Hooshang	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	NO
Fiene, Nate	YES

PUBLIC COMMENTS

No comments.

PRESENTATIONS

No presentations.

MINUTES FROM PREVIOUS MEETINGS.

4. **10/7/2019 Board of Trustees**

Motion by Zeyghami second by Fiene to approve the minutes.

Yes Vote: 6 No Votes:0 Abstain:0 Not Voting: 1 Result: Pass

Trustee	Voting
Spark, Wally	YES
Zeyghami, Hooshang	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	-
Fiene, Nate	YES

WRITTEN CORRESPONDENCE

5. No comments.

REPORTS/MINUTES FROM BOARDS, COMMITTEES, COMMISSIONS

6. **Community Development Authority**

VILLAGE OF WESTON, WISCONSIN
OFFICIAL MEETING MINUTES OF THE BOARD OF TRUSTEES

7. **Everest Metro Police Commission**
8. **Extraterritorial Zoning**
9. **Finance**
10. **Human Resources**
11. **Joint Review Board**
12. **Parks & Recreation**
13. **Plan Commission**
14. **Public Works**
15. **SAFER**
16. **Tourism**
17. **Zoning Board of Appeals**

Motion by Ermeling second by Maloney to acknowledge items 6, 7, 10, 13, 14 and 15.

Yes Vote: 6 No Votes:0 Abstain:0 Not Voting: 1 Result: Pass

Trustee	Voting
Spark, Wally	YES
Zeyghami, Hooshang	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	-
Fiene, Nate	YES

REPORTS FROM DEPARTMENTS

18. **Administrator**
Donner gave an update on the Camp Phillips Centre project. He also said the Town of Weston tabled the facilities lease agreement. They have some questions regarding IT services and snowplowing.
19. **Clerks**
Weinkauf reported the special election Dates for Congressional District 7 have been announced. The special primary, if needed, will be held in conjunction with the 2020 spring primary on 2/18 and the special election will be held on 5/12. The State is also looking to see if they can provide some funding for special elections.
20. **Finance**
No comments.
21. **Fire/EMS**
Savage asked for questions. There were none.
22. **Parks & Recreation**
No comments.
23. **Plan/Dev**
 - a. **Refuse and Recycling**
No comments.
24. **Police**

VILLAGE OF WESTON, WISCONSIN
OFFICIAL MEETING MINUTES OF THE BOARD OF TRUSTEES

Schulz gave an update on department staffing.

25. Public Works

Wodalski said the department began the fall and leaf pick-up.

26. Technology

No comments.

WORK PRODUCT TRANSMITTALS

27. September 2019 Building Permits

Motion by Maloney, second by Fiene to acknowledge the September 2019 Building Permits.

Yes Vote: 6 No Votes:0 Abstain:0 Not Voting: 1 Result: Pass

Trustee	Voting
Spark, Wally	YES
Zeyghami, Hooshang	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	-
Fiene, Nate	YES

CONSENT AGENDA

28. Requests to pull items out of consent consideration.

29. Approve Vouchers 51245 to 51277.

30. Approve Operator licenses.

31. Acknowledge job status change from part-time to full-time for Sarah Flory.

32. Acknowledge Human Resources Committee member resignation from Robin Hegg

33. Action on consent agenda items

Motion by Maloney, second by Zeyghami to approve items 29 and 30.

Trustee	Voting
Spark, Wally	YES
Zeyghami, Hooshang	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	-
Fiene, Nate	YES

Motion by Ermeling, second by Maloney to acknowledge items 31 and 32.

VILLAGE OF WESTON, WISCONSIN
OFFICIAL MEETING MINUTES OF THE BOARD OF TRUSTEES

Yes Vote: 6 No Votes:0 Abstain:0 Not Voting: 1 Result: Pass

Trustee	Voting
Spark, Wally	YES
Zeyghami, Hooshang	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	-
Fiene, Nate	YES

- 34. Action on items pulled from consent**
There were no items pulled from consent.

ORDINANCES

- 35. Ordinance No. 19-018: An Ordinance to approve the rezoning of 2 acres of land from SF-L Single Family Residential-Large Lot to MF Multiple Family Residential; located northwest of the intersection of Hunt Street and Callon Avenue Village of Weston, Marathon County, Wisconsin. (Project #20191342)**

Motion by Fiene, second by Maloney to approve Ordinance No. 19-018.
Q/ Ermeling asked about putting in a single-family home. Higgins said it already exists. Maloney said it is currently being rented out.

Yes Vote: 5 No Votes:1 Abstain:0 Not Voting: 1 Result: Pass

Trustee	Voting
Spark, Wally	YES
Zeyghami, Hooshang	YES
Ermeling, Barb	NO
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	-
Fiene, Nate	YES

- 36. Ordinance No. 19-019: An Ordinance to approve the rezoning of 0.342 Acres of Land from SF-L Single-Family Residential-Large Lot to SF-S Single-Family Residential-Small Lot; Located Southeast of the Intersection of Von Kanel Street and East Jelinek Avenue, Village of Weston, Marathon County, Wisconsin.**

Motion by Fiene, second by Maloney to approve Ordinance No. 19-019.

Yes Vote: 6 No Votes:0 Abstain:0 Not Voting: 1 Result: Pass

Trustee	Voting
---------	--------

VILLAGE OF WESTON, WISCONSIN
OFFICIAL MEETING MINUTES OF THE BOARD OF TRUSTEES

Spark, Wally	YES
Zeyghami, Hooshang	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	-
Fiene, Nate	YES

RESOLUTIONS

37. Resolution No. 2019-022: Designating the public depositories of the Village of Weston

Motion by Ermeling, second by Maloney to approve Resolution No. 19-022.

Yes Vote: 6 No Votes:0 Abstain:0 Not Voting: 1 Result: Pass

Trustee	Voting
Spark, Wally	YES
Zeyghami, Hooshang	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	-
Fiene, Nate	YES

38. Resolution No. 2019-026: Memorandum of Agreement with Marathon County, City of Wausau, Villages of Kronenwetter, Rothschild and Weston, and Town of Rib Mountain for Storm Water Permit Program Requirements

Motion by Zeyghami, second by Maloney to approve Resolution No. 19-026.

Yes Vote: 6 No Votes:0 Abstain:0 Not Voting: 1 Result: Pass

Trustee	Voting
Spark, Wally	YES
Zeyghami, Hooshang	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	-
Fiene, Nate	YES

VILLAGE OF WESTON, WISCONSIN
OFFICIAL MEETING MINUTES OF THE BOARD OF TRUSTEES

- 39. Resolution No. 2019-027: A Resolution approving the sale of Lot 1 of Certified Survey Map 17913, Volume 87 Page 28; an 0.471-acre lot in the Weston Business and Technology Park to Andrew E. Sutton.**

Andy Sutton 6405 Zinser St., was present and said he does not agree to item 6, in the purchase and sale agreement, relating to costs. Higgins said the draft was provided by the Village Attorney. Maloney said the Village needs to be consistent with all agreements. Sparks asked Sutton if he had his attorney review the agreement. Sutton said no. Sparks suggested splitting the costs. Maloney agreed. Maloney suggested adding a not to exceed amount of \$250.

Motion by Maloney, second by Fiene to approve Resolution No. 19-027, contingent on accepting Mr. Sutton's offer to purchase with a price of \$6,750 and striking item #6 from the agreement.

Yes Vote: 6 No Votes:0 Abstain:0 Not Voting: 1 Result: Pass

Trustee	Voting
Spark, Wally	YES
Zeyghami, Hooshang	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	-
Fiene, Nate	YES

UNFINISHED BUSINESS

- 40. 2020 Budget**
Sparks asked if there were any questions. There were none.

NEW BUSINESS

- 41. Purchase of Property Inspector vehicle**

Motion by Maloney, second by Zeyghami to approve the purchase of a 2020 GMC Sierra from Fred Mueller in the amount of \$33,329.

Yes Vote: 6 No Votes:0 Abstain:0 Not Voting: 1 Result: Pass

Trustee	Voting
Spark, Wally	YES
Zeyghami, Hooshang	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	-
Fiene, Nate	YES

VILLAGE OF WESTON, WISCONSIN
OFFICIAL MEETING MINUTES OF THE BOARD OF TRUSTEES

42. Consider step increase and/or grade change on the Classification and Compensation Matrix:
- Jessica Falkowski
 - Leah Romanowski
 - Sarah Flory

Motion by Maloney, second by Zeyghami to approve the step increase and/or grade change on the Classification and Compensation Matrix for Jessica Falkowski, Leah Romanowski and Sarah Flory.

Yes Vote: 6 No Votes:0 Abstain:0 Not Voting: 1 Result: Pass

Trustee	Voting
Spark, Wally	YES
Zeyghami, Hooshang	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	-
Fiene, Nate	YES

43. 2020 Employee compensation
- CPI adjustment for employee wages in 2020 and a contingency for merit increases

Motion by Fiene, second by Ermeling to approve a CPI wage adjustment, based on the CPI index used by the DOR, and recommend a contingency of up to \$25,000 for merit increases in the 2020 budget.

Q/Maloney asked if this is an automatic increase for all employees. Donner said the philosophy that was communicated through the Human Resources Committee was that we would plan for a CPI increase for all employees. There are some areas where employees have performed and are worthy of a merit increase. Maloney said he is ok with the amount of money budgeted for this but is concerned about giving any kind of increase to someone that is not performing. Donner said there needs to be some clarification in the compensation policy. Sparks said employees that are performing at satisfactory level should receive a CPI increase. Ermeling said if employees exceed the satisfactory level then they should receive a merit increase. Sparks said if you have an employee that is not performing, he should not get a CPI increase. Maloney said if the CPI increase is not guaranteed he is fine with this. Donner said this is not intended to be a guarantee for the merit increase. Maloney said all employees should be average or above to get any kind of increase. Zeyghami said pay increases should be based on an employee's performance evaluation. It should not be an increase across the board. Sparks asked Fiene to address these concerns at the next Human Resources Committee meeting.

VILLAGE OF WESTON, WISCONSIN
OFFICIAL MEETING MINUTES OF THE BOARD OF TRUSTEES

Yes Vote: 6 No Votes:0 Abstain:0 Not Voting: 1 Result: Pass

Trustee	Voting
Spark, Wally	YES
Zeyghami, Hooshang	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	-
Fiene, Nate	YES

44. Return to Work Policy for workplace and non-workplace injuries/illnesses

Donner said the current handbook does not include a return to work policy. If there is no work, it is not a guaranteed. He said if people are off too long, they won't be motivated. Maloney said on a non-workplace injury there is a risk of liability to the Village for the injury to become a workplace injury. He said to be very cautious with non-workplace injuries. Sparks agrees with Maloney. He also said the village should not be manufacturing work for an employee that is off on a non-workplace injury. This must be meaningful work. All restrictions and limitations need to be followed.

Motion by Maloney, second by Fiene to approve the Return to Work Policy for workplace and non-workplace injuries/illnesses.

Yes Vote: 6 No Votes:0 Abstain:0 Not Voting: 1 Result: Pass

Trustee	Voting
Spark, Wally	YES
Zeyghami, Hooshang	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	-
Fiene, Nate	YES

45. Approval of November 2019 medical renewal increase of 1.08 percent from Group Health Cooperative

Motion by Ermeling, second by Maloney to approve the November 2019 medical renewal increase of 1.08 percent from Group Health Cooperative.

Yes Vote: 6 No Votes:0 Abstain:0 Not Voting: 1 Result: Pass

VILLAGE OF WESTON, WISCONSIN
OFFICIAL MEETING MINUTES OF THE BOARD OF TRUSTEES

Trustee	Voting
Spark, Wally	YES
Zeyghami, Hooshang	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	-
Fiene, Nate	YES

46. Contract with Short Elliott Hendrickson for expert witness and other professional services for SBA Tower case

Donner said this is related to the steel pole located over by the water treatment facility. SBA has been violating the lease terms. We should be entitled to more rent. SBA claims the Village denied them continued expansion of the use of the site. This is a retainer to assist in this lawsuit. Maloney asked about the rent money and what the Village thinks they should receive. Donner said we are trying to get a fair percentage of rent no matter how many carriers are on the poles. Zeyghami said an individual should be assigned to the project and they should give us rate. Zeyghami asked if the attorney reviewed the contract. Donner said yes and said he provided it to us. Donner will get clarification on the rate.

Motion by Fiene, second by Maloney to defer this item to the next regular meeting scheduled for November 4th.

Yes Vote: 6 No Votes:0 Abstain:0 Not Voting: 1 Result: Pass

Trustee	Voting
Spark, Wally	YES
Zeyghami, Hooshang	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	-
Fiene, Nate	YES

47. Weston School Warming House

Osterbrink gave a brief background on this item. Due to accepting federal grant funds to construct the facility the Village also agreed to continue operating/maintaining this facility for recreation purposes in perpetuity. Since this facility no longer serves a purpose to the Village, and we also received a request from the school district to remove the facility, staff is requesting to move forward with abandoning and removal of the building. Village staff is proposing to take the value of the warming house, once it is appraised, and transfer the value to the property where the new canoe and kayak

VILLAGE OF WESTON, WISCONSIN
OFFICIAL MEETING MINUTES OF THE BOARD OF TRUSTEES

launch will be located on Highway J. There was a short discussion regarding federal grant money and guidelines. Osterbrink said we can't pay back the grant money.

Motion by Ermeling to approve moving the Weston School warming house value to the proposed canoe and kayak launch on Highway J.

Maloney asked if building would be torn down. Osterbrink said yes. Sparks said the Village is losing money and jumping through unbelievable hoops that we should not have to do. Osterbrink said staff struggles with this whole process as well. Wodalski said if the property value is under \$25,000, we don't have to do a full appraisal. Osterbrink said we can have the Village Assessor do the appraisal. Sparks asked why we have to pay a consultant \$10,000 to do this and asked if we could do this on our own. Donner said with all the process involved he just didn't feel like this was something staff should do. There are a lot on regulations that need to be followed. There would need a lot of time devoted to this. Osterbrink also said this is not something staff typically does. The consultant would have someone on staff that has been involved with conversions before. Sparks asked if there was a timeline. Donner thinks the School District will want it gone before their construction project begins at Weston School. Osterbrink said staff can probably do some things like mapping for example. ***There was no second. Motion died.*** Sparks said staff should continue to research on how to rectify this issue.

48. Appointment of Linda Hackbarth to the Human Resources Committee

Motion by Maloney, second by Fiene to approve.

Yes Vote: 6 No Votes:0 Abstain:0 Not Voting: 1 Result: Pass

Trustee	Voting
Spark, Wally	YES
Zeyghami, Hooshang	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	-
Fiene, Nate	YES

CLOSED SESSION

- 49. Convene to Closed Session per Wis. Stat. Sec. 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session:**
- Discuss purchasing additional property for new Municipal Facilities.**

VILLAGE OF WESTON, WISCONSIN
OFFICIAL MEETING MINUTES OF THE BOARD OF TRUSTEES

Motion by Zeyghami, second by Maloney to convene to closed session.

Yes Vote: 6 No Votes:0 Abstain:0 Not Voting: 1 Result: Pass

Trustee	Voting
Spark, Wally	YES
Zeyghami, Hooshang	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	-
Fiene, Nate	YES

RECONVENE FROM CLOSED SESSION

Motion by Ermeling, second by Zeyghami to reconvene from closed session.

Yes Vote: 6 No Votes:0 Abstain:0 Not Voting: 1 Result: Pass

Trustee	Voting
Spark, Wally	YES
Zeyghami, Hooshang	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	-
Fiene, Nate	YES

REMARKS FROM TRUSTEES

Ziegler would like to see the village have a meeting with the parties involved in the Camp Phillips Centre project. There are too many issues holding the Village back. Sparks asked Donner to try and coordinate a meeting.

REMARKS FROM THE PRESIDENT

No comments.

FUTURE ITEMS

Next meeting date(s):

- October 28, 2019, Joint meeting between Finance Committee and Board of Trustees at 6:00 p.m.
- November 4, 2019, Board of Trustees Regular Meeting at 6:00 p.m.
- November 18, 2019 Joint meeting between Finance Committee and Board of Trustees at 4:30 p.m.
- November 18, 2019, Board of Trustees Regular Meeting at 6:00 p.m.

ADJOURN

VILLAGE OF WESTON, WISCONSIN
OFFICIAL MEETING MINUTES OF THE BOARD OF TRUSTEES

Motion by Maloney second by Fiene to adjourn the meeting at 8:53 p.m.

Yes Vote: 6 No Votes:0 Abstain:0 Not Voting: 1 Result: Pass

Trustee	Voting
Spark, Wally	YES
Zeyghami, Hooshang	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	-
Fiene, Nate	YES