

# VILLAGE OF WESTON

## MEETING MINUTES

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Meeting of: **BOARD OF TRUSTEES**  
Members: **Ermeling {c}, Berger, White, Jaeger, Ostrowski, Schuster, Ziegler**  
Location: **Weston Municipal Center (5500 Schofield Ave) – Board Room**  
Date/Time: **Monday, October 5<sup>th</sup> @ 6:00 P.M.**

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### A. Opening of Session.

1. Meeting called to order by President Ermeling at 6:00 p.m.
2. Pledge of Allegiance to the Flag.
3. Clerk will take attendance and/or roll call.
4. Request for silencing of cellphones and other electronic devices.
5. Acknowledgment of visitors if any.

Acting President Schuster called the meeting to order at 6:00 p.m. Present: Schuster, Ziegler, Ostrowski, and White. Jaeger, Berger and Ermeling were absent and excused. Administrator Guild, Director of Public Works Donner, Deputy Director of Public Works Wodalski, Clerk Weinkauf, Finance Director Jacobs, Planning and Development Director Higgins, Park Superintendent Osterbrink, Taxpayer Relations Coordinator Hodell, Chief Sparks and Chief Savage were also present. There was one audience member present.

### B. Correspondence and comments from the public.

No comments.

### C. Presentations

No scheduled presentations.

### D. Communications and Committee Reports

1. Acknowledge receipt of drafted meeting minutes from all standing, non-standing committees.  
*\*M/S/P Ziegler/White: to acknowledge receipt of the drafted meeting minutes from all standing, non-standing committees.*

### E. Consent Items for Consideration.

1. **Agreement with Marathon Technical Services for construction representative services in Ridgeview Subdivision.**
2. **Agreement with City of Schofield for Ross Avenue Sewer Maintenance.**
3. **Report from Becher-Hoppe Engineers regarding Ross Avenue sewer service options.**
4. **Board of Trustees meeting minutes from September 21, 2015.**
5. **Operator Licenses**
6. **Vouchers**

*\*M/S/P White/Ziegler: to approve and acknowledge Consent items E.1 to E.6.*

### F. Items Removed from Consent.

There were no items removed from consent.

### G. Reports from Departments.

1. **Building and Facilities.**  
Donner reported staff received 12 proposals for the condition assessment and facilities planning RFP.

2. **Clerk.**

Weinkauf reported there were 267 hits and 8 submitted applications on the Deputy Finance Director posting. She also reported to date she received 5 applications for the vacant Parks and Recreation Committee member position. She also said she is working on moving the Weston Elementary School voting location to the Professional Development Center (located in the same building as the Idea Charter School).

3. **Consultants.**

Guild reported that last week he attended, along with Weinkauf and Jacobs, a Total Rewards Management presentation by Carlson Dettmann.

4. **Fire and EMS.**

Savage gave an update on two recent major fires. He said EMS runs are running higher than average. Staff continues to work on the budget. He also said he recently attended a chief's convention.

5. **Finance and Assessor.**

Jacobs reported he received the final number for highway transportation aids and said there will be a decrease of \$82,000. He also said he is still waiting for final assessed valuation numbers from the state.

6. **Parks and Recreation.**

Osterbrink reported he is working with two neighbors on their concerns with the canoe/kayak launch project. He also said the Parks Department staff is currently focusing on winterizing. He continues to work with the Rothschild/Schofield Pool Commission regarding the revenue collected through the joint season passes.

7. **Planning & Development.**

Higgins said the refuse recycling grant application will be sent out next week. She also said staff is working on a project for America Recycles Week. She also said this week she will be attending the ICSC conference in Chicago with Guild.

8. **Police.**

Sparks reported he is almost done with the police budget.

9. **Public Works and Utilities.**

Donner reported he spoke with Central Wisconsin Engineers in regards to marking the line on the Gilbreath's property so staff can identify the trees to be taken from the canoe/kayak launch site.

10. **Taxpayer Relations.**

Hodell said staff is starting to work on the November/December newsletter. She also said several staff members attended a training in regards to writing newsletter articles. Leaf pick up will begin the week of October 19<sup>th</sup>. She is working with the police department on several citations that need to be issued.

11. **Technology Services.**

Crowe said he is working on some boundary maps to help with the Village of Weston's identity issues. He is also looking at the possible implementation of a point of sale (POS) system for the Weston Aquatic Center. Schuster commented that he would like to see Village of Weston signs installed by Trig's (formerly Quality Foods IGA) on Business Highway 51.

**H. New Business**

1. **Review memorandum on the implementation timeline for creating a performance management/employee engagement system as a precursor to establishing a pay-for-performance compensation system, as well as discuss topics presented, including the total rewards management system, presented at the recent Carlson Dettman Workshop in Wausau.**

Guild said the Board of Trustees asked him to implement a pay for performance system. This memo lays out what needs to be done to achieve that. This item will be put on the next meeting agenda to discuss.

2. **Review and Discuss Comprehensive Plan Chapter 2, entitled "Visioning"**

Guild said he plans to email this document to all village officials. This document is a required component of the comprehensive plan. It lays out the vision the elected officials have for the community.

3. **Convene into closed session under Wisconsin State Statutes 19.85 (1) for the following purposes: 19.85 (1) (c) Considering the employment of any public employee; 19.85 (1) (e) Deliberating on the purchasing of public properties in fy2016 budget; and 19.85 (1) (g) Confer with legal counsel who is rendering written advice.**

*\*M/S/P Ziegler/Ostrowski: to convene to closed session at 6:33 p.m.* Roll call vote: All were in favor.

4. **Reconvene into open session.**

*\*M/S/P White/Ziegler: to reconvene from closed session.*

I. **Report from the Administrator.**

Guild said this week he will be attending the ICSC conference in Chicago with Higgins. This past week he was able to negotiate a compromise between two developers looking at some property in Weston for two different projects. He also said staff may need to attend a possible hearing in Madison regarding the proposed TIF legislation for Weston.

J. **Remarks from Trustees (No actions will be taken as a result of this agenda item).**

White said he continues to make updates to the entire code of ordinances. Schuster said he would like staff to continue to work on the Village of Weston's identity issues.

K. **Remarks from the President (No actions will be taken as a result of this agenda item).**

No comments.

L. **Set next meeting date, and discuss items to be included for next Board agenda: Mon, October 19, 2015.**

M. **Adjourn.**

*Schuster adjourned the meeting at 7:26 p.m.*

Respectfully,



Sherry Weinkauff  
Village Clerk