

**Village of Weston, Wisconsin
MEETING MINUTES OF THE BOARD OF TRUSTEES**

Monday, December 21, 2015, at 6:00 p.m.

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 roll call.
Roll call indicated 6 Board of Trustees' members present.

Trustee	Present
Ermeling, Barb	YES
Berger, Scott	YES
Ostrowski, Kevin	YES
Schuster, Fred	YES
Ziegler, Jon	YES
White, Loren	YES
Karen Schmutzler	YES

Village Staff in attendance: Guild, Jacobs, Higgins, Weinkauff, Hodell, Wodalski, Osterbrink, Crowe, Yonker and Everest Metro Captain Hull and SAFER Fire Chief Savage, Committee member Don Penza and Attorney Yde were also in attendance

4. Request for silencing of cellphones and other electronic devices.
Ermeling requested the silencing of cellphones.

B. Correspondence and comments from the public.

5. Comments from the public on issues, or matters which the Board of Trustees has oversight over.
No comments.

C. Consent Business Items

6. Appoint 2016-2017 Election Inspectors
7. Approve Renewal application for a 2016 Animal Fancier License for JCDREAMDACHS, Jennifer & Craig Czerwinski, 8807 Scenic Drive.
8. Approve Joint Board of Trustees, Finance Committee and Personnel Committee minutes from November 16, 2015.
9. Approve Joint Plan Commission, Community Development Authority and Board of Trustee Minutes from Monday, December 14, 2015.
10. Approve Operator License for Nicole Miller.
11. Approve Ordinance 15-031 to rezone land from RR-5 Rural Residential -5 acre to AR Agriculture and Residential, 10.35 acres located on Nick Avenue West of 10506 Heeren Street.
12. Approve Ordinance 15-032 amending sections 54.108 and 58.100 entitled public parks closing hours and Section 58.103 entitled damage (vandalism) to village parkland and recreational property.
13. Approve Resolution 2015-048 adopting road right-of-way dedication for Nick Avenue identified in the proposed CSM for 10506 Heeren Street.
14. Approve Resolution 2015-050 setting forth the 2016 Village Fee Schedule.
15. Approve a professional services contract with Kueny Architects, LLC, for an evaluation of municipal facilities condition assessment and master planning study in the amount of \$69,200.
16. Approve the property/boiler insurance proposal from EMC (Tricor) in the amount of \$22,798 and approve the proposal from the League of Wisconsin Municipalities Mutual Insurance for liability, auto, and workers compensation insurance in the amount of \$117,148.36, and approve withdrawing from the Local Government Property Insurance Fund.

Motion by Schuster, second by Schmutzler to approve Consent Items C7 to C13 and C16.

Yes Vote: 7 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASS

Trustee	Voting
Ermeling, Barb	YES
Berger, Scott	YES
Ostrowski, Kevin	YES
Schuster, Fred	YES
Ziegler, Jon	YES
White, Loren	YES
Karen Schmutzler	YES

Removed from Consent:

C6 - Appoint 2016-2017 Election Inspectors

Berger asked about the list of names submitted to the Village from the republican party. Weinkauff explained the process of political parties submitting names to appoint election inspectors.

Motion by White, second by Ziegler to approve Consent Item C6.

Yes Vote: 7 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASS

Trustee	Voting
Ermeling, Barb	YES
Berger, Scott	YES
Ostrowski, Kevin	YES
Schuster, Fred	YES
Ziegler, Jon	YES
White, Loren	YES
Karen Schmutzler	YES

C14- Approve Resolution 2015-050 setting forth the 2016 Village Fee Schedule.

There was a short discussion on the some of the fees.

Motion by White, second by Ziegler to approve Consent Item C14.

Yes Vote: 7 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASS

Trustee	Voting
Ermeling, Barb	YES
Berger, Scott	YES
Ostrowski, Kevin	YES
Schuster, Fred	YES
Ziegler, Jon	YES
White, Loren	YES
Karen Schmutzler	YES

C15 - Approve a professional services contract with Kueny Architects, LLC, for an evaluation of municipal facilities condition assessment and master planning study in the amount of \$69,200.

Ziegler said he need to abstain from voting. Schuster is concerned about paying for this service. Guild this will help with the options on remodeling or rebuilding. Donner said this is a professional valuation of what we really need. Guild said we could proceed without this, but then it's just staff's opinion.

Motion by White, second by Berger to approve a professional services contract with Kueny Architects, LLC, for an evaluation of municipal facilities condition assessment and master planning study in the amount of \$69,200.

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

Trustee	Voting
Ermeling, Barb	YES
Berger, Scott	YES
Ostrowski, Kevin	NO
Schuster, Fred	YES
Ziegler, Jon	ABSTAIN
White, Loren	YES
Karen Schmutzler	YES

D. Reports from Committees, including draft meeting minutes (if any).

- 18. Community Life, and Public Safety (per Schuster/Hodell).**
- 19. Community Development Authority (per Berger/Guild).**
- 20. Finance (Per Berger/Jacobs).**
- 21. Parks and Recreation (per Ostrowski/Osterbrink).**
- 22. Personnel (Per Ziegler/Weinkauf).**
- 23. Plan Commission (Per White/Higgins).**
- 24. Property & Infrastructure (Per Ziegler/Donner).**
- 25. Zoning Board of Appeals (Per Higgins).**

No comments.

E. Reports from Departments

26. Clerk.

Weinkauf explained that she received a new worker's compensation quote from EMC Insurance. They are promising a 25% dividend. She asked the Board to reconsider the original motion of approving the League of Municipalities quote for United Heartland and change it to EMC insurance

Motion by White, second by Ziegler to reconsider the original motion (Item C16), which was to approve the worker's compensation insurance proposal from United Heartland (League of Wisconsin Municipalities).

Yes Vote: 7 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASS

Trustee	Voting
Ermeling, Barb	YES
Berger, Scott	YES
Ostrowski, Kevin	YES
Schuster, Fred	YES
Ziegler, Jon	YES
White, Loren	YES
Karen Schmutzler	YES

Motion by Schuster, second by Schmutzler to approve the worker's compensation insurance proposal from EMC Insurance.

Yes Vote: 7 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASS

Trustee	Voting
Ermeling, Barb	YES

Berger, Scott	YES
Ostrowski, Kevin	YES
Schuster, Fred	YES
Ziegler, Jon	YES
White, Loren	YES
Karen Schmutzler	YES

27. Fire & EMS.

Training new recruits going well

Savage explained the community paramedic program responsibilities. This is a pilot program.

28. Finance.

Jacobs reported the tax bills were mailed. He also said most of the banks are also handling tax collection. He also reported the Village hired an intern to help him get caught up with the Departments work.

29. Parks & Recreation.

Osterbrink reported the announcement for a new Park/Maintenance worker has been posted and as of today staff has received 5 applications.

30. Planning & Development.

Higgins said the building inspection services with the City of Wausau is going well. They are doing the Village's inspections on Tuesday mornings and Thursday afternoons.

31. Police.

Hull explained how the police department is moving forward with the active shooter training.

32. Public Works & Utilities.

Donner reported the Village is accepting applications for a Utility/Maintenance Worker/Operator position. To date staff has received 15 applications.

33. Taxpayer Relations.

Hodell reported staff is working on a recycling newsletter. The Village magnet has been completed. Pet Data will be sending out pet renewal notices very soon.

34. Technology Services.

Crowe reported there were server/email issues last week. He has also been busy with the new Beehive software deployment.

35. Department Directors may be dismissed following reports.

F. Regular New Business

36. Discussion on memorandum from Attorney Yde regarding Mobile Home Parks.

Attorney Yde explained the memorandum that he provided to the Board. Guild said one of the issues is that the mobile home owners are absent from day to day operations. The operators do not understand how to enforce the Village's zoning code. Staff will continue to work toward a long term resolution with the mobile home parks. Yde said another issue to be addressed is there is not anywhere to take the mobile homes that are owned if the park would be shut down. There was a short discussion on issuing and renewing mobile home park licenses and items that the parks are required to fix or complete. Staff was asked to provide census information to the Board as it relates to renting versus owning mobile homes in the parks.

37. Discussion on Marathon County-wide re-addressing proposal, and consider approval of Resolution 2015-049 regarding County Addressing.

18. Motion by Schuster, second by Ziegler to approve Resolution 2015-049 regarding County Addressing.

Yes Vote: 7 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASS

Trustee	Voting
Ermeling, Barb	YES
Berger, Scott	YES
Ostrowski, Kevin	YES
Schuster, Fred	YES

Ziegler, Jon	YES
White, Loren	YES
Karen Schmutzler	YES

G. Report from the Administrator.

19. Hiring of municipal employees, request to hire Deputy Finance Director.

Guild said staff is hoping to make a hiring recommendation on the Deputy Finance Director soon. He said there are two finalists. Staff is working on reference and background checks. A preliminary offer will be made next week or after the new year. He is hoping to have a Deputy Finance Director in place by February.

Guild gave an update on the Your Town Weston program.

Guild reported staff Secured \$75,000 in grants for lighting. He recognized those staff members for their efforts.

H. Remarks from Trustees (No Board action will be taken for this agenda item).

Zielger said he may need to be absent from the January 4th meeting.

Schuster would like to go back to old agenda program. If the item is not on the agenda by 5:00 p.m. on Friday, it will not be acted on.

I. Remarks from the President (No Board actions will be taken for this agenda item).

J. Discuss items to be included for next agenda (No Board actions will be taken for this agenda item).

K. Set next regular meeting date for Mon, January 4, 2016.

L. Adjourn.

Motion by Berger, second by Schmutzler to adjourn the meeting at 7:33 p.m.

Yes Vote: 7 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASS

Trustee	Voting
Ermeling, Barb	YES
Berger, Scott	YES
Ostrowski, Kevin	YES
Schuster, Fred	YES
Ziegler, Jon	YES
White, Loren	YES
Schmutzler	YES

Sherry Weinkauff, Village Clerk