



Village of Weston, Wisconsin  
MEETING NOTICE

- Meeting of:** COMMUNITY LIFE & PUBLIC SAFETY
- Members:** Schuster {c}, Ziegler, Fiene, Hansen, Martin
- Date/Time:** Monday, June 27th @ 6:30 P.M.
- Location:** Weston Municipal Center (5500 Schofield Ave) – Board Room
- Agenda:** The agenda packet will be emailed out 3 days prior to the meeting, and also posted on the Village website at [www.westonwi.gov](http://www.westonwi.gov).
- Attendance:** Committee members, please indicate if you will, or will not be attending so we may determine in advance if there will be a quorum.
- Questions:** Renee Hodell, Recording Secretary  
715-359-6114  
[rhodell@westonwi.gov](mailto:rhodell@westonwi.gov)

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This notice was posted at the Municipal Center, and on the Village's website at [www.westonwi.gov](http://www.westonwi.gov), and was emailed to local media outlets (Print, TV, and Radio) on 6/23/2016 @ 10:30 a.m.

A quorum of members from other Village governmental bodies (boards, commissions, and committees) may attend the above noticed meeting in order to gather information. No actions to be taken by any other board, commission, or committee of the Village, aside from the Board of Trustees. Should a quorum be other government bodies be present, this would constitute a meeting pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis.2d 553,494 N.W.2d 408 (1993).

Wisconsin State Statutes require all agendas for Committee, Commission, or Board meetings be posted in final form, 24 hours prior to the meeting. Any posted agenda is subject to change up until 24 hours prior to the date and time of the meeting.

Any person who has a qualifying disability as defined by the Americans with Disabilities Act requires that meeting or material to be in accessible location or format must contact the Weston Municipal Center, by 12 noon the Friday prior to the meeting so any necessary arrangements can be made to accommodate each request.



## **Village of Weston, Wisconsin**

### **OFFICIAL MEETING AGENDA OF THE COMMUNITY LIFE AND PUBLIC SAFETY COMMITTEE**

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This meeting of the Village of Weston Community Life and Public Safety Committee, composed of five (5) members will convene at the Weston Municipal Center, Board Room, 5500 Schofield Avenue, Weston, WI, on **Monday, June 27, 2016 at 6:30 p.m.** to consider the following matters:

#### **A. Opening Session**

1. Meeting called to order by Trustee Schuster at 6:30 p.m.
2. Clerk will take attendance and roll call.
3. Request for silencing of cellphones and other electronic devices.
4. Acknowledgment of visitors if any.

#### **B. Comments from the public on matter pertaining to committee business and oversight**

#### **C. Presentations.**

5. Marathon County/Village of Weston Hazard Mitigation Plan

#### **D. Business Items for consideration, discussion and action.**

6. Meeting minutes from May 23, 2016
7. Discussion and action on reinstallation of a stop sign on Community Center Drive and Birch Street

#### **E. Staff Reports on matters related to community life and public safety.**

8. Everest Metro Police Department
9. Planning and Development
10. Village Clerk
11. Village/Taxpayer Relations

#### **F. Report from Administrator on matters related to community life, and public safety.**

#### **G. Communications and recommendations from Committee members.**

#### **H. Set next meeting date, and discuss items for next committee agenda: Mon, 7/25, @ 6:30 P.M.**

#### **I. Adjourn.**

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This notice was posted at the Municipal Center, and on the Village's website at [www.westonwi.gov](http://www.westonwi.gov), and was emailed to local media outlets (Print, TV, and Radio) on 6/24/2016 @ 11:45 a.m. A quorum of members from other Village governmental bodies (boards, commissions, and committees) may attend the above noticed meeting in order to gather information. No actions to be taken by any other board, commission, or committee of the Village, aside from the Community Life and Public Safety Committee. Should a quorum be other government bodies be present, this would constitute a meeting pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis.2d 553,494 N.W.2d 408 (1993). Wisconsin State Statutes require all agendas for Committee, Commission, or Board meetings be posted in final form, 24 hours prior to the meeting. Any posted agenda is subject to change up until 24 hours prior to the date and time of the meeting. Any person who has a qualifying disability as defined by the Americans with Disabilities Act requires that meeting or material to be in accessible location or format must contact the Weston Municipal Center at 715-359-6114, so any necessary arrangements can be made to accommodate each request.

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

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**June 27, 2016**

**MEETING PACKET COVER SHEET**  
**AGENDA ITEM –C.5.**



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

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**June 27, 2016**

**MEETING PACKET COVER SHEET**  
**AGENDA ITEM –D.6.**



**Village of Weston, Wisconsin**  
**COMMUNITY LIFE & PUBLIC SAFETY MEETING**

held on Monday, May 23, 2016, 2016 at 6:30 p.m., in the Board Room, at the Municipal Center  
Trustee Schuster Presiding.

**A. OPENING OF SESSION AT 6:30 P.M.**

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**1. Community Life & Public Safety Meeting called to order by Village Trustee Schuster.**

**2. Clerk will take attendance and roll call.**

Roll call indicated 4 CLPS members present (Zach Martin was excused).

<u>Member</u>	<u>Present</u>
Fiene, Brian	YES
Hansen, Tamera	YES
Martin, Zach	NO
Schuster, Fred	YES
Zeigler, Jon	YES

Village Staff in attendance: Renee Hodell, Chief Wally Sparks, Jennifer Higgins, Jared Wehner, Scott Tatro, Sherry Weinkauff and Bob Wesinek from the Town of Weston

**3. Requests for Silencing of cellphones and other electronic devices.**

**4. Acknowledgment of visitors if any.**

There were 7 visitors.

**B. COMMENTS FROM THE PUBLIC**

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Amy Bliss from the Wisconsin Housing Alliance represent the Manufactured Home Community, which represents about 700 communities and is one of the most affordable housing options. Amy's concern was that the Village was recommend thata one of the parks be closed along with the possibility that the other parks could be closed if they don't comply with the Village's demands. Bliss stated that the parks combined represent 523 families. Bliss wanted to make sure the committee based their decision on the "health, safety and welfare" of the park and not just the aesthetics. She felt in looking through the report that many of the issues had to do with dilapidated sheds which does not have to do with Health, Safety, and Welfare. Bliss stated she had gone through all four parks today and stated there was progress in each park (by adding steps/deck, and tearing down dilapidated trailers). Bliss commented that they have a program where they can help residents dispose of their home. Bliss stated a judge has to approve the eviction of the tenants/home owners in the park. She also stated that since this process started in the fall that it was hard to get all the repairs done before winter and then during the spring. Bliss stated she is offering her assistance to the Village and parks to help bring the standards up and they are here as a resource. She also stated that in the fall when she spoke with Administrator Guild he felt this was not his problem.

Barb Rolen (1329 Townline Rd. Wausau) spoke on behalf of Alpine Mobile Home Park. She commented that the same standard should be set forth for all parks, where Alpine was inspected by walking through and the others were inspected by driving through. She also took offense that the Village thought there was little progress where she felt there was a lot of improvement and didn't understand why Alpine wasn't going to get renewed and felt there were different standards. One example were the street signs and how Alpine had to fix theirs but Weston Manor did not. Schuster commented that a timeline was given to make certain improvements and asked how many people were helping with the improvements. Rolen stated they have one person working for them, as they are not a corporation and can only afford a bunch of people. She also stated there is a potential buyer who wants to get rid of the old homes and bring in new ones.

Daniel Guild 5702 Pine Terrace – Weston, stated how staff is responsible for overseeing the application of the Municipal code for over 8500 residents and that they do have the same standard as the other parks. Staff was tasked by the board to have the parks be 90% compliant by this date, with the ultimate decision coming from the board. Guild stated the ongoing problems at the parks have been well documented and have been going on for years. Guild stated staff is here to give their honest impressions of what they have found. Guild also questioned that why in the 11<sup>th</sup> hour is the Wisconsin Housing Alliance letting their resources be known now.

Deb Fletcher – 4311 Schofield Ave Lot 100 – Weston (Stillwater Landing) - Fletcher thanked the Village for noticing the improvements and are continuing to move forward. She stated that they will be putting a fence along E. Jelinek Avenue and that Ken is flying in to work for the next 30 days to bring steps up to code. Stillwater is currently half-empty do to evicting problem tenants.

**C. PRESENTATIONS**

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There were no presentations

**D. BUSINESS ITEMS FOR CONSIDERATION, DISCUSSION, AND ACTION**

**5. Approve previous meeting minutes from April 25, 2016**

*Motion by Fiene, second by Hansen, to approve the Community Life & Public Safety, April 25, 2016 meeting minutes.*

Yes Vote: 4                  No Votes: 0                  Abstain: 0                  Not Voting: 0                  Result: PASS

<u>Member</u>	<u>Voting</u>
Fiene, Brian,	YES
Hansen, Tamera	YES
Martin, Zach	-----
Schuster, Fred	YES
Ziegler, Jon	YES

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**6. Discussion and Action on proposed amendment to Chapter 50 – Nuisances**

*Motion by Ziegler, second by Hansen, adopt the proposed amendments to Chapter 50.*

Yes Vote: 4                  No Votes: 1                  Abstain: 0                  Not Voting: 0                  Result: PASS

<u>Member</u>	<u>Voting</u>
Fiene, Brian,	YES
Hansen, Tamera	YES
Martin, Zach	-----
Schuster, Fred	YES
Ziegler, Jon	YES

Higgins stated staff has been working on the revisions to Chapter 50 for 1 ½ years as Tatro and Hodell wanted to make some changes regarding nuisances and the property maintenance code. White has gone through Chapter 50 and didn't find any errors.

**7. Mobile Home Park Compliance Reports**

**a. Recommendation to the Board of Trustees regarding the renewal of the mobile home park license for Colonial Gardens Mobile Home Park.**

Higgins asked for a 3 month extension on their license renewal as the things they need to fix can be fixed over the summer. Things such as, property maintenance, skirting, and stairs. Documents were prepared from Hodell and Wehner's notes. The inspection was done now (May) as to have the recommendations for the Board for the June meeting in order to have the parks licensed July. Higgins stated that management has not been with staff during any of the inspections. The problems that were slated to be fixed have not been fixed and management has been unresponsive. Wehner explained that even though the issues were only minor (skirting, steps) they can still be considered safety issues. Wehner also stated this is one of the better mobile home parks but they still need to comply or receive citations. Fiene asked how they park was informed of their violations and Wehner stated by email.

*Motion by Fiene, second by Hansen, to recommend to the board a 90 day license.*

Yes Vote: 4                  No Votes: 1                  Abstain: 0                  Not Voting: 0                  Result: PASS

<u>Member</u>	<u>Voting</u>
Fiene, Brian,	YES
Hansen, Tamera	YES
Martin, Zach	-----
Schuster, Fred	YES
Ziegler, Jon	YES

**b. Recommendation to the Board of Trustees regarding the renewal of the mobile home park license for Stillwater Landing Mobile Home Park**

Wehner stated Stillwater Landing is still in disrepair but they have been working very hard and with the resources, they will have it taken care of. Fletcher stated they will be blacktopping the roads, and putting up a fence along Jelinek Ave which should be completed by summer.

*Motion by Ziegler, second by Fiene to recommend to the board a 90-day license for Stillwater Landing Mobile Home Park*

Yes Vote: 4          No Votes: 0          Abstain: 0          Not Voting: 0          Result: PASS

<u>Member</u>	<u>Voting</u>
Fiene, Brian,	YES
Hansen, Tamera	YES
Martin, Zach	-----
Schuster, Fred	YES
Ziegler, Jon	YES

**c. Recommendation to the Board of Trustees regarding the renewal of the mobile home park license for Weston Manor Mobile Home Park**

Wehner stated Park overall in good repair. A number of issues have not completed and there has not been any response park. It was also noted that the Park should supply list of who owns home Wehner stated Stillwater Landing is still has some items in disrepair but they have been working very hard and have the resources, and they will have everything it taken care of. Fletcher stated they will be blacktopping the roads, and putting up a fence along Jelinek Ave which should be completed by summer.

*Motion by Ziegler, second by Fiene to recommend to the board a 90-day license for Weston Manor Mobile Home Park*

Yes Vote: 4          No Votes: 0          Abstain: 0          Not Voting: 0          Result: PASS

<u>Member</u>	<u>Voting</u>
Fiene, Brian,	YES
Hansen, Tamera	YES
Martin, Zach	-----
Schuster, Fred	YES
Ziegler, Jon	YES

**d. Recommendation to the Board of Trustees regarding the denial of the mobile home park license for Alpine Mobile Home Park**

Schuster stated we have had many problems in the past. Higgins stated that even though progress has been made there are too many homes that are uninhabitable. They were renting a home that was not up to code and kids were moving in. Higgins stated owner Ken Ruether had not taken care of the park and it has been an uphill battle - that the park is not safe and cannot be fixed. Schuster commended Rolen, but she is only one person, and being that it is so out of hand and with financial issues, he does not feel they will be able to get everything corrected in 90 days. Fiene asked what would happen if the license were denied and the park was sold, what would be required. Higgins stated she would need to lock into it. It is currently zoned for mobile home park, so they could keep it that way however, they would have to submit a strict plan with timeline on what is going to be done with the uninhabitable homes. There are currently only four owner occupied homes.

*Motion by Fiene, second by Hansen to recommend to the board the denial of the license for Alpine Mobile Home Park*

Yes Vote: 4          No Votes: 0          Abstain: 0          Not Voting: 0          Result: PASS

<u>Member</u>	<u>Voting</u>
Fiene, Brian,	YES
Hansen, Tamera	YES
Martin, Zach	-----
Schuster, Fred	YES
Ziegler, Jon	YES

**8. Discussion on ways to mitigate vandalism in the Village particularly the parks.**

Guild was hoping to finish report with Osterbrink on cost and was unable to get it completed and would like to move to defer to a later meeting.

**E. REPORTS FROM STAFF**

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**9. Everest Metro Police Department**

Sparks stated there was an Overdose of LSD, where they had to perform a search warrant where they found a lot of drugs. A person than admitted to giving the person drugs. Sparks also stated that 57% of the crimes directly related to drugs (thefts, bank robberies). Guild stated he met with Mark Matthiae, CEO of Crystal Finishing. He has 97 positions open that he cannot fill. He went to job fair where of the 12 people he liked he would be surprised if 50% would pass drug tests. In addition, if he did they did pass it they may not make it through the first 3 months. Sparks stated drugs have been challenge and an uphill battle. He conferred on the vandalism and the cameras at the skate park have been helpful. Language is starting to become an issue however.

**9. South Area Fire & Emergency Response District**

Per White SAFER is still working on their Charter.

**10. Taxpayer Relations Coordinator**

Hodell stated with the warmer weather and residents out walking more, there have been complaints regarding property maintenance, garbage, debris, and parking on the lawns. Hodell also talked about the Village Wide Rummage sale May 6-7 where there is so far over 150 homes. There will then be the Village's Bulk Item drop off at Advanced Disposal May 12-14.

The Farmer's Market is scheduled to open on Saturday, May 7<sup>th</sup> at 8:00 am. Then beginning the week of May 2<sup>nd</sup> the Street Department will begin picking up leaves and brush starting in the neighborhoods by the D.C. Everest Jr. High. Schuster questioned if the Spring pickup is more of a problem due to rocks being in the ditches or on the shoulders that cause problems with the Vac Truck. Guild stated what he noticed more was the wetness of the leaves which tends to make pick up a little harder.

**F. REPORT FROM ADMINISTRATOR**

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Guild stated that the parks are getting used and there were over 50 vehicles at the Disc Golf Course parking lot. The new Kayak launch is also being utilized.

**G. COMMUNICAITONS AND RECOMMEDATIONS FROM COMMITTEE MEMEBRSRS.**

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**H. Set next regular meeting date for Monday, June 27, 2016, at 6:30 P.M.**

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**I. ADJOURN.**

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*Schuster adjourned Community Life and Public Safety Meeting at 7:29 p.m.*

Fred Schuster, Trustee  
Renee Hodell, Recording Secretary

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

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**June 27, 2016**

**MEETING PACKET COVER SHEET**  
**AGENDA ITEM –D.7.**



**Village of Weston, Wisconsin  
AGENDA ITEM COVERSHEET  
Requested for Official Consideration and Review**

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**REQUEST FROM: RENE E HODELL; VILLAGE RELATIONS COORDINATOR  
MICHAEL WODALSKI; DEPUTY DIRECTOR OF PUBLIC WORKS**

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**ITEM DESCRIPTION: REINSTALLATION OF STOP SIGN AT COMMUNITY CENTER DR AND  
BIRCH ST**

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**DATE/MTG: COMMUNITY LIFE AND PUBLIC SAFETY COMMITTEE; MONDAY, JUNE 27, 2016**

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**POLICY QUESTION: Should the CLPS Committee recommend the reinstallation of a stop sign on Community Center Dr. at Birch St?**

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**RECOMMENDATION TO: I make a motion to endorse approval of the reinstallation of the stop sign at Community Center Dr. at Birch St.**

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**LEGISLATIVE ACTION:**

- |   |                                       |                                     |
|---|---------------------------------------|-------------------------------------|
| <input checked="" type="checkbox"/> Acknowledge/Approve | <input type="checkbox"/> Ordinance    | <input type="checkbox"/> Reports    |
| <input type="checkbox"/> Administrative Order           | <input type="checkbox"/> Policy       | <input type="checkbox"/> Resolution |
| <input type="checkbox"/> <b>Expenditure</b>             | <input type="checkbox"/> Procedure    |                                     |
|   | <input type="checkbox"/> Proclamation |                                     |
- 

**FISCAL IMPACT ANALYSIS:**

- Budget Line Item: \_\_\_\_\_
- Budget Line Item: \_\_\_\_\_
- Budgeted Expenditure: \_\_\_\_\_
- Budgeted Revenue: \_\_\_\_\_
- 

**STATUTORY / RULEMAKING / POLICY REFERENCES:**

- WI Statue: \_\_\_\_\_
- WI Administrative Code: \_\_\_\_\_
- Case Law / Legal: \_\_\_\_\_
- Municipal Code: \_\_\_\_\_
- Municipal Rules: \_\_\_\_\_
- 

**PRIOR REVIEW:**

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**BACKGROUND:**

When Community Center Dr. was constructed a stop sign was placed at the intersection of Birch St. and Community Center Dr. When the Pedestrian Bridge was built and modifications were made to the intersection, the sign was removed at staff's discretion as the thought was the free flow of traffic from Community Center Dr. to Birch St. would not need to be restricted. There has been a request to have the stop sign reinstalled at its previous location. In hindsight, staff believes the removal of the stop sign was unwarranted and should be put back up.

Supplemental Briefer for Agenda Items under Consideration?

Attachments

Images from Google Maps prior to Pedestrian Bridge Installation, Plans from Pedestrian Bridge Project

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**Village of Weston Wisconsin**  
**COMMUNITY LIFE AND PUBLIC SAFETY COMMITTEE BRIEFER**  
**Renee Hodell; Village Relations Coordinator**  
**Michael Wodalski; Deputy Director of Public Works**

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Date: Monday, June 27, 2016

Re: Reinstallation of Stop Sign at Community Center Dr and Birch St.

1. Policy Question:

Should the Community Life and Public Safety Committee recommend the reinstallation of a stop sign on Community Center Dr. at Birch St.?

2. Purpose:

The purpose is to reinstall a stop sign at the corner of Community Center Dr. and Birch St. to better control the intersection.

3. Background:

When Community Center Dr. was first constructed a tee intersection was formed with Birch St. and a stop sign was placed on westbound traffic from Community Center Dr. turning onto Birch St. (either north or south). When the Pedestrian Bridge over STH 29 was constructed in 2011 part of the intersection was redone to include a new cross walk and the addition of a stop sign on Birch St. for northbound traffic coming out of the dead end cul-de-sac. At that time, the plans called for the stop sign on Community Center Dr. to stay and the additional stop sign on Birch to be installed.

Staff determined that the stop sign on Community Center Dr. could be removed at that time as now there was control on Birch St. northbound and the transition from Birch St. onto Community Center Dr. would be free flowing and allow for better traffic movement.

4. Issue Analysis:

The issue at hand is whether or not the stop sign should be put back up. Since the Pedestrian Bridge has been constructed the intersection has functioned without the stop sign on Community Center Dr. however, whether this intersection is functioning well is unclear.

The sign was initially installed and the plans for the Pedestrian Bridge project called for the sign to stay. However, staff at that time unilaterally determined that the sign could come down since the stop sign from the cul-de-sac was added. This decision was made with vehicles in mind, but perhaps overlooked the impact that bicyclists would have on this intersection now that the bridge was in place.

One issue that has come up is the fact that bicyclists in particular cut diagonally across the road from the west side to the east side fairly quickly once they get to this intersection. With the downhill grade of the bridge, these bicycles can move at a rather quick pace. This is a movement that drivers would not be expecting as they make a right hand turn onto Birch St. The installation of a stop sign would help slow drivers down and force them to be aware of any oncoming bicycles at this intersection.

The second issue is in regards to excessive speed from vehicles turning from Community Center Dr. onto Birch St. This is a secondary issue, but one that would likely be alleviated by the addition of a stop sign.

With the unique feature of the bridge and cyclists crossing the street to get from the left side of the road to the right side of the road, it seems prudent to have the sign put back up in order to create better order and control in the intersection.

5. Fiscal Impact:

Minimal, post and stop bar are still there, just need to add a stop sign which the Village has in stock.

6. Statutory Reference:

Not Applicable

7. Prior Review:

- Sign was installed prior to STH 29 Pedestrian Bridge

8. Attachments:

- Google Map Images of intersection prior to construction of the Pedestrian Bridge
- Plan sheet from Pedestrian Bridge Project showing that the stop sign was to remain.

9. Policy Choices:

- 1) Forward a recommendation to the Board to reinstall the stop sign at Community Center Dr. and Birch St.
- 2) Forward a recommendation to the Board to leave the intersection as it currently exists without the stop sign.
- 3) Have staff further research the intersection.

10. Recommendation:

I endorse approval of the reinstallation of the stop sign at Community Center Dr. and Birch St.

11. Legislative Action:

I move to recommend to the Board of Trustees that the stop sign at the northeast corner of Community Center Dr. and Birch St. be reinstalled.



Stop Bar and Post with street signs is still in place.

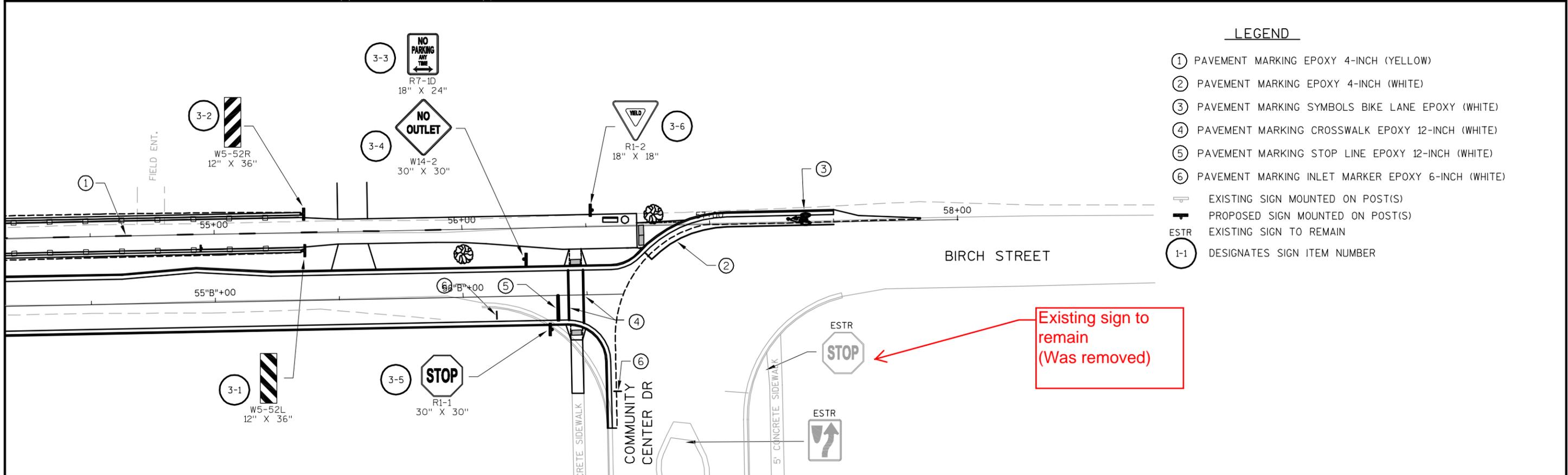
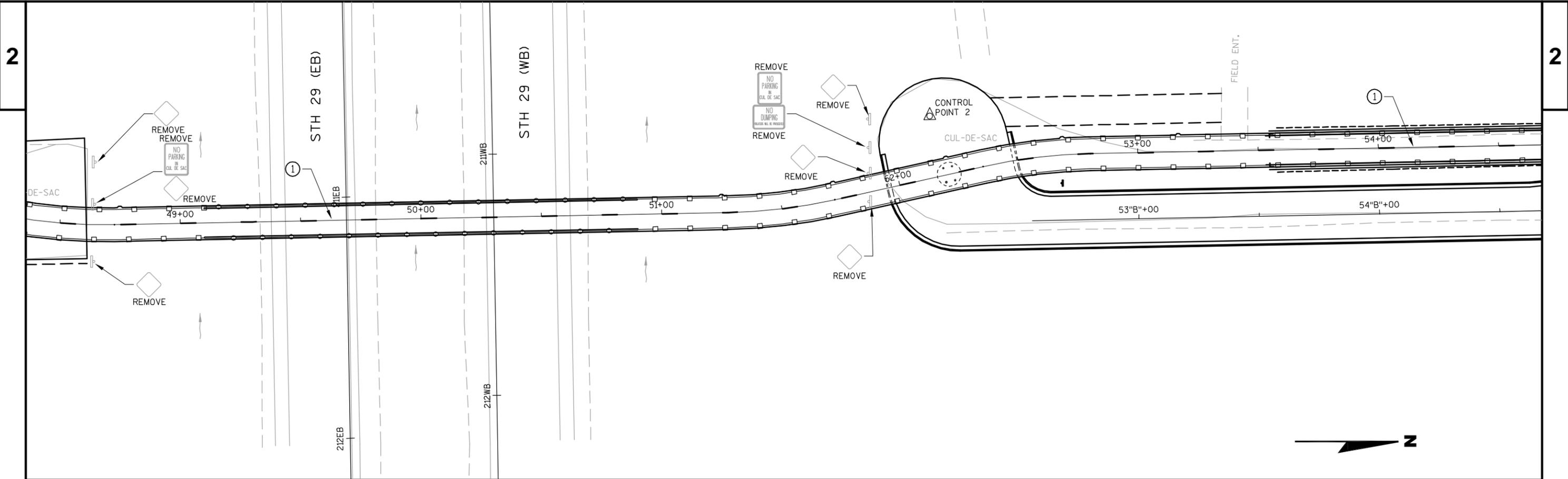
Birch St  
Weston, Wisconsin  
Street View - Sep 2008



©2015 Google

Google

Navigation controls including a compass, zoom in (+) and zoom out (-) buttons, a street view pegman icon, and a full screen button.



**LEGEND**

- ① PAVEMENT MARKING EPOXY 4-INCH (YELLOW)
- ② PAVEMENT MARKING EPOXY 4-INCH (WHITE)
- ③ PAVEMENT MARKING SYMBOLS BIKE LANE EPOXY (WHITE)
- ④ PAVEMENT MARKING CROSSWALK EPOXY 12-INCH (WHITE)
- ⑤ PAVEMENT MARKING STOP LINE EPOXY 12-INCH (WHITE)
- ⑥ PAVEMENT MARKING INLET MARKER EPOXY 6-INCH (WHITE)
- EXISTING SIGN MOUNTED ON POST(S)
- PROPOSED SIGN MOUNTED ON POST(S)
- ESTR EXISTING SIGN TO REMAIN
- ①-1 DESIGNATES SIGN ITEM NUMBER

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

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**June 27, 2016**

**MEETING PACKET COVER SHEET**  
**AGENDA ITEM –E.8.**



# EVEREST METRO POLICE DEPARTMENT

## VILLAGE OF WESTON – BOARD MEETING June 20, 2016

MAY 2016 STATS – Village of Weston

Accidents:	32
Property Damage only	28
Injury Accidents	1
Hit & Run Accidents	3
Total Calls for Service:	1,107

Stillwater Landing Trailer Park

May 2016 calls for service – 21\* May 2015 – 40 calls

(\*See attached Type of Incident Summary Report for detailed call types)

### Officer Recognition

Officer Cody Swearingen was recognized as the EMPD Officer of the Year by the Everest Area Optimist Club on May 19<sup>th</sup>. His nomination form from his supervisor included the following:

*Cody is always proactive, always willing and wanting to help. He is very respectful, caring and has grown a lot in the short time he has been here. Cody's communication skills have been great while interacting with the public and his work ethic is top notch. However, I see one thing in Cody I don't see much. Cody is a very positive person and shows up to work every day with a smile on his face. He brings positivity to our shift and to other departments that work with him. Cody really loves the job. To many, this is a job, to Cody, it is his dream career, and he wouldn't have it any other way."*

Congratulations to Officer Swearingen for being recognized by his peers as the EMPD Officer of the year!

### Drugs / Activity

I have attached an email from Operations Captain Clay Schulz which speaks to the issue of drug trends and the impact it is having on PD operations. Given this pressing issue and the limitations of our CAD/RMS system, we have implemented some different tracking methods in an attempt to show the impact to policing services in our area. I have included a document which shows 25 drug related cases just in May of 2016. The Village of Weston had 19 of these cases and the City of Schofield had six. As you look at the monthly stats sheet, you will see that those numbers are not accurately reflected as the CAD/RMS system only records one offense per case. So, in the incest case referenced in Capt. Schulz's email, this event would only show one offense, a sex crime, even though there was a litany of offenses to include several drug charges. On the incest case, Det. Weiland executed search warrants to include the recovery of a cell phone and computer. After these devices were downloaded, there were 20,000+ images from the cell phone alone and a total of around 300,000 images when the computer was downloaded. Det. Weiland will have to view all these to determine if there is any evidentiary value or child porn pictures that need to be retrieved.

Just about every drug case and many other cases involve the recovery and analysis of digital media. Many other cases also require search warrants and subpoenas for records to include digital media devices and social media documents. In the past month alone, detectives have executed five Facebook search warrants with an average return of approximately 1,000 pages of PDF files per warrant. Most of these documents are conversations and images that all need to be reviewed. Needless to say, this is a very time consuming undertaking, but one that is now required to effectively investigate and bring these cases to a successful prosecution. So, as you look through our monthly stats sheet, just “one” count listed under a Sex Crime or Drugs category box could account for hundreds of man hours by our patrol staff and detective bureau. Sometimes these cases are active for months and require extensive follow-up investigative work, even if an arrest is made immediately after the incident. The documentation needed to successfully draft a search warrant and get it signed by a judge is rather extensive. It can take almost an entire day to draft a search warrant and get it signed. I have included a copy of a 2014 search warrant executed in Weston by Det. Weiland regarding drug trafficking so you can see what is involved on these types of cases. This case has already been adjudicated, so it is now a public record.

Just about every drug search warrant includes all electronic devices as the use of cell phones and digital media devices are prevalent in drug trafficking. We are fortunate that both Wausau PD and the Marathon County Sheriff’s Department have the specialized equipment and trained personnel to download these devices and are willing to provide these downloads to our detectives.

I am providing this information so you understand the impact that these cases have on our overall department operations. We have not added officers to the department during the past 10 years while the overall population has increased by over 2,000 (in the Village of Weston), and the caseload has continued to increase. The proliferation of social media and the prevalence of criminal activity and investigations associated with social and digital media has increased exponentially. As a result, our department has become predominately reactive and our proactive time used to address traffic enforcement and other issues has decreased dramatically. We will need to start adding additional officers to the department in the near future to maintain the current level of services to our community.

# Everest Metro Police Department stats From 5/1/2016 to 5/31/2016

## Case Number Stats

	City	Other	Town	Village	Total
Accident Hit and Run	4	0	0	3	7
Accident Injurv	1	0	0	1	2
Accident Propertv Damaae	6	0	2	28	36
Aaencv Assist	1	0	0	3	4
Aaaravated Assault	0	0	0	2	2
Animals	0	0	0	1	1
Bail Jumping	2	1	0	1	4
BATTERY	1	0	0	0	1
Buralarv	0	0	0	3	3
CHILD NEGL	0	0	0	1	1
CITES MUN	1	0	0	2	3
CITES UTC	66	0	5	151	222
Criminal Damaae	3	0	0	9	12
DC	2	0	0	11	13
Death Investiaation	0	0	0	1	1
Domestic	4	0	0	9	13
Druas	1	0	0	13	14
EMBEZZLE	2	0	0	0	2
FIN TRANS	1	0	0	0	1
Fraud	0	0	0	5	5
IN PARK AH	0	0	0	1	1
Lost and Found	1	0	0	4	5
MENTAL COM	0	0	0	5	5
Misc Investiaation	0	0	0	2	2
OSTRUCT	0	0	0	1	1
OWI	2	0	0	4	6
PHY ABU	1	0	0	2	3
Prob/Parole Viol	0	0	0	2	2
Restrain Ord Viol	1	0	0	3	4
Sex Crime	1	0	0	4	5
Stolen Vehicle	1	0	0	1	2
SUSP CIRC	3	0	0	2	5
Theft	8	0	0	9	17

## Noteworthy Cases:

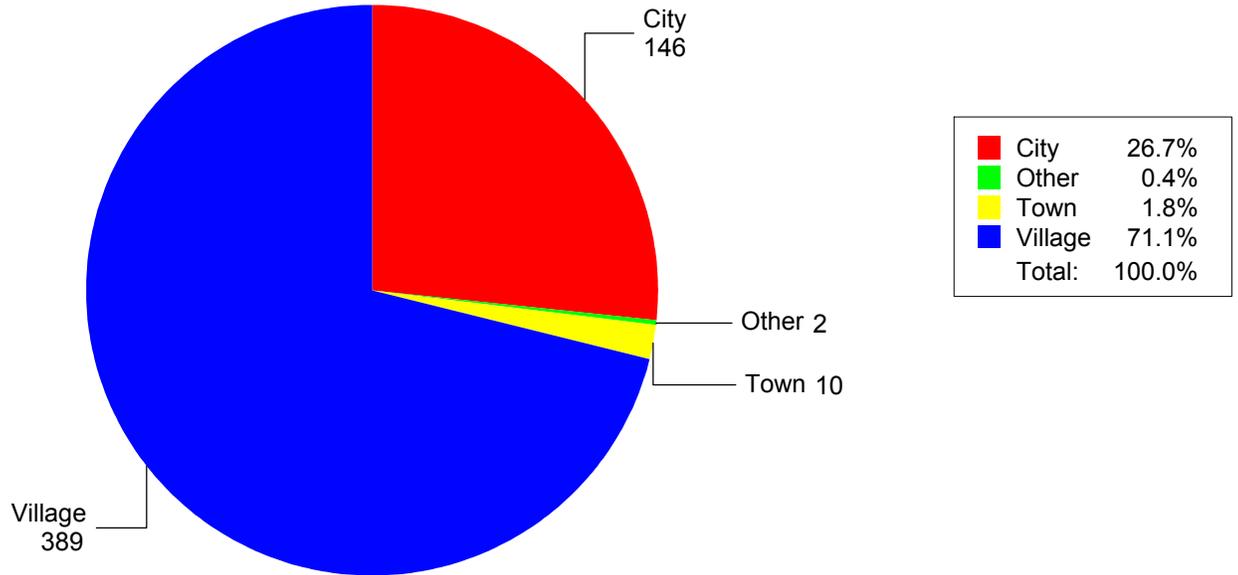
Overdose/Drug Srch Wrnt E2  
 Sexual Assault E2  
 Diabetes Child Neglect E2

	Total
	8
City	355
Other	39
Town	32
Village	1,107
Total	1,541

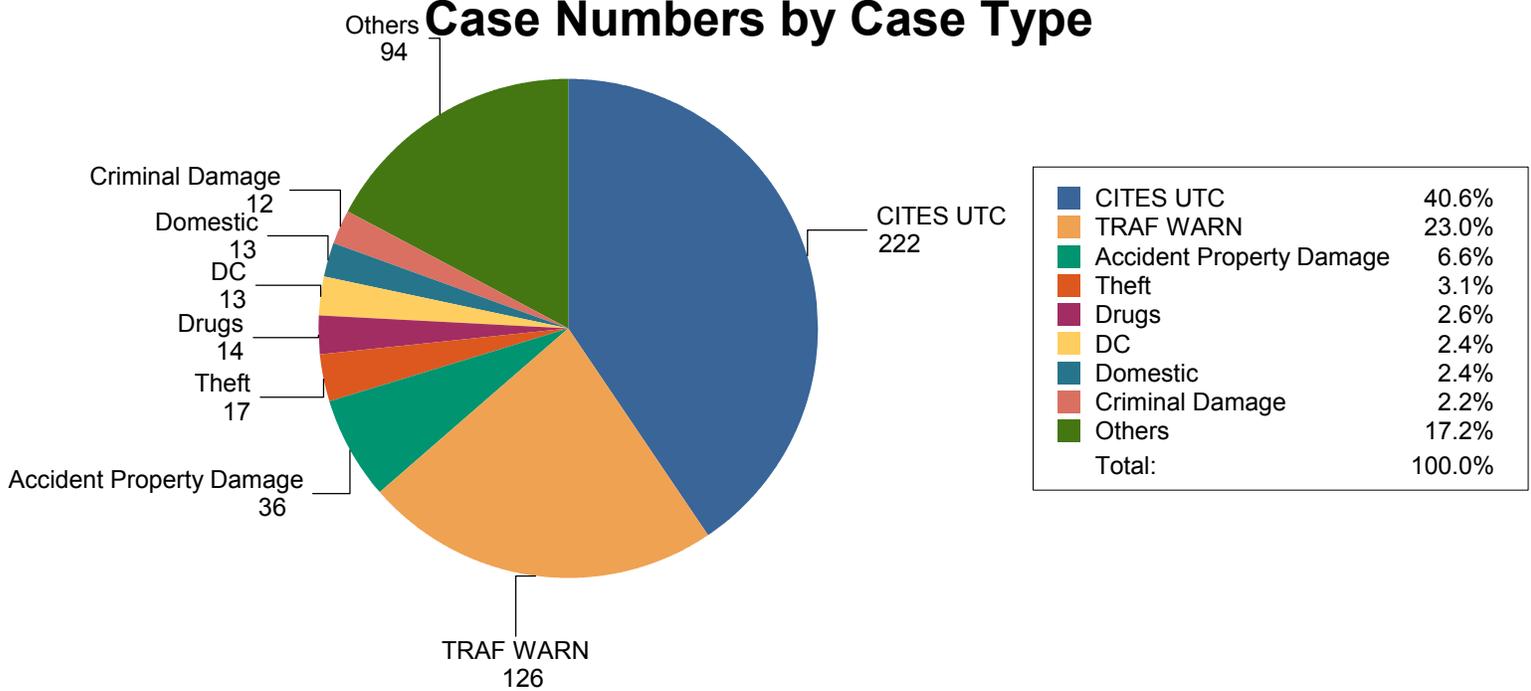
# Everest Metro Police Department stats From 5/1/2016 to 5/31/2016

	City	Other	Town	Village	Total
<b>TOB POSS</b>	0	0	0	2	2
<b>TRAF WARN</b>	27	1	3	95	126
<b>TRUANCY</b>	0	0	0	1	1
<b>Underage Alcohol</b>	1	0	0	0	1
<b>Warrant Arrest</b>	5	0	0	7	12
<b>Total</b>	146	2	10	389	547

## Case Numbers by Area



## Case Numbers by Case Type



4311 SCHOFIELD AVENUE

May-16			
TLR #	DATE OF INCIDENT	TYPE OF INCIDENT	EVENT #
No #			
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17	05/17/16	Traffic miscelleaneous	160059498
18			
19			
20			
21			
22			
23			
24			
25			
26			
27			
28			
29	05/06/16	Harrassing Phone Calls and Text Messages	160054594
30			
31			
32			
33			
34			
35			
36			
37			
38			
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41			

**4311 SCHOFIELD AVENUE**

42			
43			
44	05/07/16	Campfire that went into grass. Water nearby	160055250
			160055321
44	05/07/16	Ambers flying in air (2 calls)	160055322
			160061639
44	05/21/16	Bonfire complaint (2 calls)	160061640
44	05/28/16	Burning doors, dressers, house materials not supposed to be burned	160064977
45			
46			
47			
48			
49			
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51			
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56			
57			
58			
59			
60	05/13/16	Lost & Found	160057691
60	05/30/16	911 hang up call	160065512
61			
62			
63			
64			
64B			
64C			
65	05/03/16	Burglary	160052984
65	05/04/16	Process Service	160053727
65	05/13/16	Process Service	160057688
66			
67			
68			
69	05/04/16	Process Service	160053724
69	05/13/16	Process Service	160057690
70			
71			
72			
73			
74			

4311 SCHOFIELD AVENUE

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4311 SCHOFIELD AVENUE

120			
121			
122	05/10/16	Civil complaint-remove property	160056626
123			
			160058543
			160058544
124	05/15/16	Medical emergency (3 calls)	160058545
125			
126			
127	05/26/16	Party refusing to leave	160063817
127	05/27/16	Party back at the residence	160064208
128			
129			
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### MAY 2016 EMPD DRUG RELATED CASES

#	DATE	TOTAL CASE #	VILLAGE	CITY	TOWN	TIP	OTHER CHARGES	DRUG CHARGES/COMMENTS	CASE STATUS
			19	6	0	10			
1	05/02/16	16-1796		X				Subject charged with Poss of THC, Drug Parphernalia & Meth	Active
2	05/05/16	16-1867	X				Prostitution	Had marijuana in vehicle	Active
3	05/06/16	16-1871	X				2cts. Bail jumping, traffic charges	Subject charged with Poss of THC & Schedule IV Narcotic	
4	05/09/16	16-1914	X				Child Neglect	three children removed from residence, meth pipe recovered from residence, tied to case# 16-2241	Active
5	05/12/16	16-1977		X			Domestic DC	Subject charged with Poss of THC & Drug Paraphernalia	
6	05/16/16	16-2044	X			X		Marijuana use in apartment	Active
7	05/17/16	16-2056	X			X		given specific name of subject selling drugs at DCE High School and the Weston Skate park	
8	05/04/16	16-2071	X			X		Report of drug use, marijuana and cocaine by tavern patrons and employees after closing hours; also located drug syringes by back door of tavern	
9	05/18/16	16-2088	X				7 cts. of felony bail jumping, 3 cts. of misdemeanor bail jumping	LSD overdose case, Subject charged with Poss of THC, Drug Parphernalia, Poss of prescription medication without a valid prescription	Active
10	05/18/16	16-2092	X					Subject charged with Manufacture/Deliver of LSD; 2 counts Poss of LSD w/intent to Deliver; 2 counts 1st Degree Recklessly Endangering Safety; Poss of THC with intent to Deliver; Poss of THC, Poss of Drug paraphernalia	Active

11	05/19/16	16-2099	X						1st subject charged with Poss of THC with intent to deliver, Poss of Methamphetamine, Poss of Methamphetamine Paraphernalia & Poss of Drug Paraphernalia; 2nd subject charged with Poss of THC - 2nd or Subsequent Offense, Poss of Methamphetamine Paraphernalia	
12	05/19/16	16-2117	X			X			Report of Village resident that has Heroin, Crack Cocaine & Drug Paraphernalia at her home along with countefiet money.	Active
13	05/21/16	16-2135	X						Subject charged with Poss of Scheduled III Drug without a valid Prescription	
14	05/23/16	16-2155	X						Subject also charged with Poss of Scheduled IV Substance	
15	05/23/16	16-2158			X				Drug Paraphernalia found in motel room	
16	05/23/16	16-2161	X						Subject also charged with Poss of THC, Drug Paraphernalia & 2 counts of Felony Bail Jumping	
17	05/23/16	16-2171			X				Reports of possible drug dealing and underage drinking parties at a Schofield residence	
18	05/24/16	16-2189	X						Report of a resident cooking Methamphetamine in their home	
19	05/24/16	16-2194	X						Report of suspected drug dealing at a residence with a lot of vehicles coming and going from residence. Complainant believes they witnessed a drug deal	
20	05/25/16	16-2212	X						1st subject charged with Poss of THC 2nd and Subsequent offense, Poss of Drug Paraphernalia, and Poss of a Schedule II Narcotic; 2nd subject charged with Poss of Drug Paraphernalia	





There is now located and concealed within the residence certain things, to wit:

**Controlled substances, including but not limited to Cocaine and heroin, as well as any controlled substance derivatives, possessed in violation of Wisconsin Statute 961.41,**

**Paraphernalia in any form associated with the use and/or trafficking of controlled substances, including but not limited to pipes, lighters and smoking devices, packaging and processing materials for these drugs, including but not limited to baggies, scales, screens,**

**United States currency, and other property of value (such as electronics, jewelry, household items, vehicles, etc.) directly or indirectly realized through or derived from the trafficking of controlled substances; or records relating to the laundering or distribution of said currency,**

**Documentary evidence, including but not limited to documents, papers, receipts, other writings, and photos or video, establishing control over any of the above-mentioned items, as well as documentary evidence establishing involvement in the transport or attempted transport of controlled substances and/or currency derived from the sale or distribution of said substances, to include a bill of lading relating to packages transported through the US Mail and/or private couriers.**

**Electronic devices, including but not limited to cell phones and computers, capable of containing documentary evidence of trafficking of controlled substances and/or the transport of US Currency derived from or realized through drug trafficking,**

**Any and all types or forms of equipment utilized in the packaging of controlled substances or US Currency for purposes of facilitating drug trafficking, including but not limited to vacuum sealing equipment,**

**Firearms, ammunition, and other dangerous weapons possessed for the purpose of facilitating the trafficking and/or possession of controlled substances, including documents and other forms of evidence establishing ownership and/or control of said items,**

Said things having been used in the commission of crimes and/or constituting evidence of the following crimes:

- **Conspiracy to Deliver of Cocaine – contrary to section 961.41(1)(cm) and (1x),**
- 
- **Conspiracy to Deliver Heroin – contrary to section 961.41(1)(d) and (1)(X),**
- **Possession of Drug Paraphernalia – contrary to section 961.573(1), of the Wisconsin Statutes,**
- **Maintaining a Drug Trafficking Place, contrary to § 961.42(1).**

This search warrant complaint is based upon facts, events and observations, the occurrence of which, in light of your complainant's training and experience, constitute probable cause for the issuance of this search warrant. Said facts, events, and observations are set forth in the following paragraphs:

On or about June 4, 2014 your affiant was advised by Marathon County Sheriff's Department Lieutenant Gary Schneck (Lieutenant of SIU), that Crime Stoppers tips had come into law enforcement providing the following information:

On June 3, 2014, a crimestopper's tipline caller reported that at 619 Adams Street in the City of Wausau, Marathon County, the lower apartment had cars coming and going from it all day and night. The caller further indicated that people were going in and out the back door. The caller identified the suspect as Stephanie Bronson and indicated that she drives either a maroon Buick or a white truck. The caller believed they are going to Beloit to pick up drugs in these vehicles and bringing them back.

On June 19, 2014, the same tipster as on June 3, called back, indicating that the red in color 1991 Buick LeSabre with WI plate 708-VYY will be driven by Reginald Steel (DOB 10/18/1991) of Beloit, WI and will be coming to 619 Adams Street between the hours of 7pm and 8pm and there will be drugs in the vehicle.

On July 23, 2014 at 1:50pm the tipster called back and stated that Stephanie Bronson and Reginald Steel have moved to 4311 Schofield Avenue Lot #29 in the Green Acres Trailer Park.

On or about July 3, 2014 your affiant received a tip via the CrimeStopper's web based tip line indicating the following:

On July 2, 2014, the tipster provided that Reginald Steel and Stephanie

Bronson drive back and forth to Beloit at least twice a week to pick up drugs, including "molly", which your affiant knows to be a street term for ecstasy. The tipster indicated that Stephanie carries the drugs on her person. Moreover, the tipster indicated that he/she went over to the residence of Bronson and Steel, which was provided by the caller as 4311 Schofield Avenue, #29 in Schofield, and personally observed Steel in possession of a "bunch of powder cocaine" and that Steel then proceeded to "cook" the cocaine in the microwave. The tipster indicated that he/she knew Steel and Bronson to have previously resided at 619 Adams Street in Wausau, but that Bronson and Steel have since moved to the trailer in Green Acres mobile home park. The tipster further indicated that they had observed "a lot" of kids living at the trailer. The tipster further provided that when Steel is not around, Bronson has another individual drive her around to her "deals" because Bronson has no driver's license. The tipster provided further details regarding the known associates of Steel and Bronson, which are known to be accurate by your affiant based on previously conducted law enforcement investigations and your affiant's personal professional knowledge. The tipster also provided the phone number of 715-301-5382 as the number that drug seekers would call to reach Bronson and/or Steel to purchase drugs.

On 07-29-14 at approximately 2:00 p.m., your affiant received an anonymous tip from an individual identifying him/herself as a neighbor of Stephanie Bronson and subject/Steele from a known phone number. The individual wished to remain anonymous and wanted to report that Stephanie Bronson and Steel are tripping back and forth from Beloit to pick up a couple ounces of uncut cocaine 2-3 times per week. The caller reported that they had personal knowledge that Bronson and Steel usually used Bronson's white in color Sport Utility Vehicle, which is the subject of this order, and the anonymous citizen provided me a phone number for Stephanie of 715-301-5382.

Based on the information obtained from each of the above tips, your affiant accessed law enforcement databases to review records related to a white in color SUV, which your affiant knew to previously be used by Bronson based on his previous involvement in a controlled substance trafficking investigation of a black male by the name of Rashard White. Based on his review of said law enforcement databases, which he believes are entitled to be found reliable for purposes of this order as your affiant (1) knows them to be maintained in the normal and ordinary course of business of the entity that maintains them, (2) commonly relies upon said records in his law enforcement duties, and (3) has found them to be accurate and reliable in the past, your affiant learned that the vehicle that is the subject of this order is noted as a white in color 2003 Chevrolet Tahoe with plate #370-TWP and Vehicle Identification Number of 1GNEK13Z33R276695, and is currently registered to Markqui Rashard White, with a reported address of 5114 Birch Street #2, in the Village of Weston.

In 2013, your affiant and other members of the SIU conducted a controlled substance trafficking investigation that uncovered the following:

In the spring of 2013, Stephanie Bronson was living in the Village of Weston with her boyfriend Markqui Rashard White.

On April 17, 2013, as part of the investigation and at the direction of law enforcement, a Confidential Informant, (CI) purchased 1.56 grams of "Crack" cocaine from Subject/Rashard White, for \$150.00. The delivery of controlled substances took place in the roadway on South 4<sup>th</sup> Avenue, just south of Stewart Avenue, in the City of Wausau, County of Marathon. Subject/White determined the meet location.

After purchasing the controlled substance the CI released the contraband to law enforcement for processing. The suspected "Crack" cocaine was weighed, tested and packaged. Utilizing the "Scott" Reagent field test pouch for cocaine and cocaine base I tested a sample of the suspected "Crack" cocaine within the guidelines of my training. The test result was positive for the presence of cocaine.

On April 22, 2013, as part of the investigation and at the direction of law enforcement, a Confidential Informant, (CI) purchased 1.84 grams of "Crack" cocaine from Subject/White, for \$150.00. The Delivery took in the roadway on Eric Street, just north of Jelinek Avenue, in the Village of Weston. Subject/White again determined the meet location.

Subject/White was observed leaving his apartment complex 5114 Birch Street, and driving directly to the meet location with the CI. After the delivery was completed Subject/White returned to his residence at 5114 Birch Street.

After purchasing the controlled substance the CI released the contraband to law enforcement for processing. The suspected "Crack" cocaine was weighed, tested and packaged. Utilizing the "Scott" Reagent field test pouch for cocaine and cocaine base I tested a sample of the suspected "Crack" cocaine within the guidelines of my training. The test result was positive for the presence of cocaine.

On May 15, 2013, as part of the investigation and at the direction of law enforcement, a Confidential Informant, (CI) purchased 2.37 grams of "Crack" cocaine from Subject/White, for \$250.00. The delivery of controlled substances took place inside the CI's personal vehicle, while parked in the parking lot adjacent to "Target". Subject/White once again determined the meet location.

Once again Subject/White was observed leaving his apartment complex, on this occasions Subject/White's girlfriend Subject/Stephanie Bronson dropped Subject/White off in the "Target" parking lot, before Subject/White made contact with the CI. Subject/Bronson would later pick Subject/White up after exiting the CI's vehicle. After the controlled delivery was completed; Both Subject/White and Subject/Bronson were followed back to their residence at 5114 Birch Street.

After purchasing the controlled substance the CI released the contraband to law enforcement for processing. The suspected "Crack" cocaine was weighed, tested and packaged. Utilizing the "Scott" Reagent field test pouch for cocaine and cocaine base I tested a sample of the suspected "Crack" cocaine within the guidelines of my training. The test result was positive for the presence of cocaine.

On May 29, 2013, as part of the investigation and at the direction of law enforcement, a Confidential Informant, (CI) purchased 2.38 grams of "Crack" cocaine from Subject/White, for \$250.00. The delivery took place in the roadway on East Bos Creek Drive near North 1<sup>st</sup> Avenue, in the City of Wausau. On this occasion Subject/White had the CI follow Subject/White to the aforementioned location, where the delivery occurred.

After the controlled delivery was completed both parties left the area travelling in different directions. Subject/White and Subject/Bronson returned to their residence at 5114 Birch Street.

After purchasing the controlled substance the CI released the contraband to law enforcement for processing. The suspected "Crack" cocaine was weighed, tested and packaged. Utilizing the "Scott" Reagent field test pouch for cocaine and cocaine base Investigator Hunt tested a sample of the suspected "Crack" cocaine within the guidelines of her training. The test result was positive for the presence of cocaine.

The investigation concluded with a search warrant at Bronson's residence at 5114 Birch Street on 06/05/13 where a large amount of US currency was recovered along with a handgun. Bronson told law enforcement that the large amount of US currency was hers from a tax return; however, located in that currency were several bills that matched the serial numbers of the currency used in the controlled deliveries.

As a result of this investigation, your affiant knows subject/White was convicted of drug distribution related offenses and was sentenced to the Wisconsin State Prison system.

On or about, August 8, 2014 your affiant was advised by Detective Lechleitner of the SIU that he had conducted a federal drug conspiracy investigation back in 2008, with the target being Johnny Matthews. In connection with that investigation Lechleitner indicated he interviewed Stephanie Bronson along with her cousin Amanda Bronson who each told Lechleitner that the two transported shoe boxes full of cocaine for Johnny Matthews from Chicago to Wausau for distribution.

Moreover, Lechleitner also provided that in the fall of 2013, Bronson was providing Detective Lechleitner with information regarding her knowledge of other known cocaine distributors in the Wausau area. Bronson indicated that she had firsthand knowledge of these activities.

For almost 10 years Bronson has been dating known drug dealers familiar to the special investigations unit most of which have been targets of drug investigations resulting in arrests and convictions in state and federal courts. It was now learned that Bronson is residing and living at 4311 Schofield Avenue #29 in the Village of Weston with another target of drug investigations Reginald Steele approximately 33 years of age.

On or about, September 3, 2014, your affiant was conversing via text messages from the same anonymous tipster responsible for the information obtained on 7/29, referenced above. Said text messages indicated that the informant has previously/recently been inside the target residence. The individual indicated that he/she had spoken recently with subject Bronson and that Steel was currently tripping to Beloit and "would be coming back fully loaded", which the informant had previously indicated referred to cocaine. The informant further related via text message that Steel "had gun too." The information and the timeliness of said information indicated to your affiant that the informant had first-hand knowledge of the information provided and that the information was therefore reliable.

Through the course of your affiant's investigation, your affiant received reliable information that on Sunday, September 7, 2014, Reginald Steel was traveling from Marathon County to Beloit to pick up controlled substances for the purposes of distribution in the Greater Wausau area.

On Monday morning, September 8, 2014, your affiant did have occasion to speak with Wisconsin Department of Criminal Investigations (DCI) Agent, So Orn. Orn advised that he traveled to Beloit, Wisconsin and located/observed Reginald Steel's vehicle, a Silver in Color Chevrolet Trail Blazer with license plate 145-RLL. Said vehicle was located at a local hotel in the City of Beloit. Orn observed a black male matching the physical description of Reginald Steel entering and exiting said vehicle at the hotel. The information learned from Orn was consistent with the information learned from the anonymous citizen informant referenced above.

On today's date, September 9, 2014 at approximately 5:30am, your affiant learned that Reginald Steel was returning to Marathon County from the Beloit, Wisconsin area. Your affiant had occasion to observe the vehicle referenced by Orn traveling Northbound on I-39 in Plover Wisconsin. Your affiant did follow said vehicle with constant surveillance. Your affiant did have occasion to initiate a traffic stop in Marathon County near I-39 and Hwy 34.

At said traffic stop on today's date, your affiant did observe that three occupants were traveling in the Silver Trail Blazer mentioned above. The occupants were identified as Reginald Steel, Teontra O. Farr, and Sancho F. Ellis. Reginald Steel was the operator of the vehicle. A K-9 free air sniff of the vehicle resulted in a positive alert to the odor of drugs.

A frisk of the occupants was performed based on the information relating to the presence of a firearm. During the course of said frisk, law enforcement officers seized via a plain feel seizure, approximately 106 grams of cocaine. Approximately 48 grams were located on the person of subject Steel in a plastic bag concealed in his underwear. The remaining 57 grams were located on the person of Subject Ellis. The suspected cocaine was field tested which produced a positive test for Cocaine. All the subjects in the vehicle were consequently arrest for the cocaine possession. During a search incident to Ellis' arrest, approximately 1 gram of heroin was located. Said heroin was tested and tested positive for the presence of heroin. All field tests were completed by Michael Lechleitner of the Special Investigations Unit.

Your complainant, Detective Jason Weiland, is currently employed as a Police Officer with the Special Investigations Unit. Your complainant has been employed as a law enforcement officer for approximately 15 years. In connection with his law enforcement experience, your complainant has conducted and participated in numerous illegal drug interdictions and illegal drug investigations. Your complainant has formal specialized training in the investigation of controlled substance use, manufacturing, and distribution. The specialized training included drug culture familiarization, drug trafficking trends, undercover work, informant and case management, legal issues such as search and seizure, drug trends, the identification of scheduled and non-scheduled controlled substances, and the administration of field tests used to determine the presence of controlled substances. Your complainant has participated in the execution of controlled substance search warrants in which controlled substances and drug paraphernalia were seized. Your complainant has interviewed numerous individuals apprehended for criminal activity on the manner in which they use, buy, manufacture, and distribute controlled substances in Wisconsin. Your complainant is familiar with the street terms of various controlled substances and the methods that are commonly used by drug dealers to package and prepare controlled substances for sale in Wisconsin. Your complainant has been directly involved in the investigation and arrest of individuals associated with controlled substances that are in violation of Chapter 961 of the Wisconsin Statutes.

Based on your complainant's education, training, and experience, he is aware of the following:

- a) Persons that engage in a single known act of distributing controlled substances or possession with intent to deliver frequently have additional quantities of said controlled substances (and often, other controlled substances) in their residence, as they want to keep additional quantities on hand to distribute to additional customers without having to make dedicated trips to their source for each subsequent act of delivery. Similarly, individuals engaged in the distribution of controlled substances commonly retain paraphernalia items associated with the storage, packaging and processing of controlled substances, including but not limited to weighing devices (scales), baggies and other storage mediums, and substances that can be used to cut (or dilute) the controlled

substance to allow said dealer to increase the volume of controlled substance on hand, thereby increasing potential profits. Individuals that engage in drug trafficking likewise very often use controlled substances themselves.

- b) Dealers of controlled substances many times have large amounts of assets, deposits or transactions in banking institutions that are recorded in checkbook and savings account ledgers, written materials, or on electronic devices.
- c) Dealers of controlled substances also maintain records for the use of keeping track of drug sales and keep documents, papers, receipts, and other writings (or electronic data), which are evidence of the distribution or conspiracy to distribute controlled substances.
- d) Dealers of controlled substances frequently make arrangements for the receipt and/or distribution of controlled substances via cellular telephone or other electronic devices, such as internet tablets. Said devices retain electronic data or records of call/contact/connection history. The examination of cellular telephones (or other electronic devices) can uncover said data and/or records and this information can be useful in establishing a history of distribution activity and identifying otherwise unknown members of a trafficking ring.
- e) Controlled substances, paraphernalia, and the other evidence delineated above can be secreted in any part of a residence including garages and storage areas related to the premises and on persons present within the location being searched, and that the execution of a search warrant requires the seizure of such items of personal property as utility bills, canceled mail envelopes, bank statements, keys, photographs, videotapes, and other items or documents to establish the identities of persons in control of the premises and the contraband located therein.
- f) Individuals engaged in the use/consumption of controlled substances, such as cocaine, methamphetamine, and heroin, often possess paraphernalia associated with the admission of said substances into the body (including, but not limited to pipes, syringes, and insufflation devices), and paraphernalia associated with the storage, packaging, and/or processing of said substances (including but not limited to baggies, scales, screens, and cutting agents).
- g) Personal computers used in the commission of crimes often contain evidence of the crime(s) in the form of stored electronic records to include, but not limited to, internet use histories, email correspondence, email addresses, Internet Protocol (IP) addresses, sales/purchase transactions, user account identification and passwords, and transferred data obtained from thefts of removable media.

- h) Due to the vast quantities of records and data that can be contained in computers and other electronic devices, the retrieval of such records and data, frequently, must be conducted by qualified computer experts in a laboratory or other controlled environment.
- i) Searching and seizing information from computers and electronic devices often requires the seizure of most or all of the computing or electronic devices (along with related peripherals) to be searched later by a qualified expert in a laboratory or other controlled environment.
- j) Persons who engage in the manufacturing, sale or distribution of controlled substances including marijuana, will often keep records of their drug activities. This information can be, and frequently is, located on electronic devices such as cellular telephones.
- k) Persons who engage in the manufacturing, sale or distribution of controlled substances, oftentimes arrange trafficking transactions through the use of electronic devices such as cellular telephones. Your complainant knows that these devices frequently record these messages and/or other forms of information in their memory. Moreover, your complainant knows, through training and experience, that individuals involved in drug trafficking frequently document their involvement in drug trafficking activities on electronic devices, specifically cellular phones with digital camera capabilities.
- l) Examination of electronic devices, such as those which are the subject of this warrant, often require application of complex computer programs and/or other means of forensic examination and therefore the examinations often cannot be completed within the five (5) day time limit before which warrants must typically be returned.

Based on his training and experience, your complainant knows that searching seized information from electronic devices may require a qualified specialist in a laboratory or other controlled environment to search all electronic storage devices. Images or backups of data may need to be made so as not to corrupt or change the data or media. Additionally, evidence may be encrypted, password protected, or may be in a format that could result in evidence being overwritten and/or destroyed electronically should an attempt be made to examine the electronic evidence. Such searches can be complex and time consuming. Based on my knowledge, training, and experience, I know that electronic devices may be important to a criminal investigation in three distinct and important respects.

1. The objects themselves may be instrumentalities used to commit the crime;
2. The objects may have been used to collect and store information about crimes (in the form of electronic data); and
3. The objects may be contraband or fruits of the crime.

Your complainant knows that for records stored in electronic format, examination may entail opening each file, visually inspecting its content, and determining whether the file contains any of the items sought by this warrant.

Your complainant knows that electronic devices can store the equivalent of thousands of pages of information. Additionally, a suspect may try to conceal criminal evidence; he might store it in random order with deceptive file names. This may require searching authorities to examine all the stored data to determine which particular files are evidence or instrumentalities of crime. This sorting process can take considerable time, depending on the volume of data stored, and it may be impractical to attempt this kind of data search on site. In addition, searching electronic devices for criminal evidence sometimes entails a highly technical process requiring considerable skill and specialized equipment.

Because the examination of electronic devices, such as that which is the subject of this warrant, is time consuming, the location, retrieval and inspection of relevant content cannot be done within a (5) five day period. Therefore, for purposes of the search warrant, we request the Court to consider the aforementioned items are "brought before the Court" upon the possession of the aforementioned item to be searched by the agency seeking to execute this search warrant. A return, indicating possession of said item will then be filed with the Court.

Your complainant believes that this warrant is based on reliable information:

- a) The information provided to your complainant by law enforcement personnel, including but not limited to MCSD Lieutenant Gary Schneck and DCI Agent So Orn, should be deemed reliable as your complainant is familiar with each in the course of their law enforcement duties and have found them to be truthful and reliable in the past.
- b) The information provided by the anonymous citizen your affiant had contact with via phone should be deemed reliable in that it was provided to law enforcement during the course of an investigation.
- c) The information received through the CrimeStoppers should be deemed reliable and truthful as all the information received from said tips was further corroborated by the information from the anonymous citizen, law enforcement officers, and the results of the traffic stop.
- d) The field test results referenced above should be deemed reliable as Michael Lechleitner is trained in utilizing said test, utilized it in accordance with their training, and have found the test results to be accurate and reliable in the past.

The property description for 4311 Schofield Avenue, Lot # 29 should be deemed reliable as it was gathered by your complainant on September 9, 2014, during the course of this criminal investigation.

Based upon your complainant's training and experience in executing search warrants for controlled substances, your affiant is seeking permission for the executing officers to search all persons on the premises because (a) the premises in question is a private residence; (b) controlled substances and related contraband are easily secreted on one's person; (c) the execution of a controlled substance search warrant often reveals the presence of persons other than the resident(s) of the premises and may include persons helping with the sale of controlled substances, potential purchasers and users of controlled substances and it is common based upon your affiant's experience to find controlled substances on these persons.

Your complainant believes a search of 4311 Schofield Avenue, Lot # 29 will uncover the above mentioned items based on the facts set forth above, and your complainant's training and experience.

**WHEREFORE**, Detective Weiland prays that a search warrant be issued to search the premises previously described as 4311 Schofield Avenue, Lot # 29, on said property, and any persons found on such premises for said things and all vehicles associated with the residence, also including storage units, garage and /or outbuildings assigned to 4311 Schofield Avenue, Lot # 29, and any/all electronic devices found on said premises for the evidence described herein and to bring the same, if found, and the person in whose possession the same is found, before the said court to be dealt with according to law.

---

**Complainant, Jason Weiland  
Special Investigations Unit**

**Subscribed and sworn to before me  
This \_\_\_ day of \_\_\_\_\_ 20\_\_.**

---

**Honorable \_\_\_\_\_  
Circuit Court Judge, Branch \_\_\_\_  
Marathon County, Wisconsin**



**Controlled substances, including but not limited to Cocaine and heroin, as well as any controlled substance derivatives, possessed in violation of Wisconsin Statute 961.41,**

**Paraphernalia in any form associated with the use and/or trafficking of controlled substances, including but not limited to pipes, lighters and smoking devices, packaging and processing materials for these drugs, including but not limited to baggies, scales, screens,**

**United States currency, and other property of value (such as electronics, jewelry, household items, vehicles, etc.) directly or indirectly realized through or derived from the trafficking of controlled substances; or records relating to the laundering or distribution of said currency,**

**Documentary evidence, including but not limited to documents, papers, receipts, other writings, and photos or video, establishing control over any of the above-mentioned items, as well as documentary evidence establishing involvement in the transport or attempted transport of controlled substances and/or currency derived from the sale or distribution of said substances, to include a bill of lading relating to packages transported through the US Mail and/or private couriers.**

**Electronic devices, including but not limited to cell phones and computers, capable of containing documentary evidence of trafficking of controlled substances and/or the transport of US Currency derived from or realized through drug trafficking,**

**Any and all types or forms of equipment utilized in the packaging of controlled substances or US Currency for purposes of facilitating drug trafficking, including but not limited to vacuum sealing equipment,**

**Firearms, ammunition, and other dangerous weapons possessed for the purpose of facilitating the trafficking and/or possession of controlled substances, including documents and other forms of evidence establishing ownership and/or control of said items,**

Said things having been used in the commission of crimes and/or constituting evidence

of the following crimes:

- **Conspiracy to Deliver of Cocaine – contrary to section 961.41(1)(cm) and (1x),**
- 
- **Conspiracy to Deliver Heroin – contrary to section 961.41(1)(d) and (1)(X),**
- **Possession of Drug Paraphernalia – contrary to section 961.573(1), of the Wisconsin Statutes,**
- **Maintaining a Drug Trafficking Place, contrary to § 961.42(1).**

**AND PRAYED** that a search warrant be issued to search the above described item for the above mentioned things.

**NOW, THEREFORE,** in the name of the State of Wisconsin you are commanded forthwith to search the premises previously described as 4311 Schofield Avenue, Lot # 29, any persons found on such premises, all vehicles associated with the residence and said persons thereon, and any storage units, garage and/or outbuildings assigned to 4311 Schofield Avenue, Lot # 29, and any/all electronic devices found on said premises for the evidence described herein and to bring the same, if found, and the person in whose possession the same is found, before the said court to be dealt with according to law, and return this warrant within five (5) days.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Honorable  
Marathon County Circuit Judge

**ENDORSEMENT ON WARRANT**

Received by me this \_\_\_ day of \_\_\_\_\_, 2014, at \_\_\_\_\_ o'clock \_\_\_\_\_.M.

Law Enforcement Officer \_\_\_\_\_

**RETURN OF OFFICER**

I hereby certify that by virtue of the within warrant I searched the within named premises and found the following things:

And have the same now in my possession subject to the direction of the court.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2014 at \_\_\_\_\_ o'clock \_\_M.

---

Law Enforcement Officer

## Wally Sparks

---

**From:** Clayton Schulz  
**Sent:** Monday, June 06, 2016 10:42 AM  
**To:** Brenda Pellowski; Carrie Hockerman; Chris Buening; Cody Swearingen; Dan Goff; Dave Sabel; Francis Wierzbanowski; Gregory Schremp; Jason Weiland; Jill Holbach; John Rusinek; Kou Moua; Kristy Isberner; Leah Long; Luke Misslin; Marie Musson; Mark Hull; Matthew Hable; Matthew Krembs; Nicholas Aldrich; Robert Dickerson; Samuel Stroik; Scott Marten; Shane Heilmann; Terrence Peterson; Thomas Jourdan; Wally Sparks  
**Subject:** Drug Complaints

Chief,

Here is a brief synopsis of drug complaints for your board meeting tonight.

Drug complaints are clearly on the rise and we need to do our best to monitor, track and address these serious complaints. We are very limited with our current RMS system due to many variables. I have been working with Kristy to try to come up with the best way to easily track these complaints. One hurdle has been not having the correct CAD call types, which is difficult to convince the county that they are needed, as they say there are too many already. With that being said, I truly believe we are the only department in the county putting forth an effort to monitor these calls. Our case management system, used to track investigations, also has limitations. I have used binders, spreadsheets and extra patrol logs historically. These efforts still are not the best way, in my opinion. So, we have gone to full reports (4-pagers) and then assigning them to the officers and keeping them active.

There is a "solvability" field when assigning cases. We have always used "A" for Active. When a drug tip/complaint comes in, it is getting assigned a "B." If you query "B" cases, you will see all the **active** drug tips/complaints/investigations. **It is interesting to note that we have had 11 of these drug tips/complaints/investigation since May 17<sup>th</sup> to date. That is almost 4 per week. Currently, there are 8 active cases.** This is just since we implemented this new tracking system in the middle of May. These active case have specific information about the selling and distribution of mostly meth and heroin.

I have seen all the active investigations that patrol took in over the last week alone. It is getting extensive. These investigations are very time consuming to include internal thefts at businesses, child abuse complaints, drug investigations and elder abuse both financial and physical. I have also noticed an increase of two to three officer calls. Patrol's time to check parks, parking complaints, abandon vehicles, vacant homes and traffic is getting limited. Kristy informed me that we had 547 case numbers in the month of May. Last year in May we had 373.

Leah is working almost exclusively on child abuse and sexual assault cases. It has become a full-time position. The two in-house detectives have been working on one case each for weeks. They are that time consuming. Jason's sexual assault involving the incest case is in week 2 and he has so much media evidence to gather and examine that he will not conclude this investigation for at least another week, and the guy is already arrested. Dan has been working this heroin OD case for a month.

I know you already understand this, but maybe letting the board know this report is coming from the Operations Captain, explaining to the Chief, that our services for our communities is taking a hit. I monitor patrol and we are simply transitioning to a reactive police department.

I hope this update is helpful.

Thanks,

**NOTICE OF TRIAL DATE – MARATHON COUNTY**  
**MARATHON COUNTY DISTRICT ATTORNEY'S OFFICE**

500 Forest St., Wausau , WI 54403  
(715)261-1111

**To:** Detective Sergeant Daniel Goff

**Name of Defendant:** Jacob Michael Cummings

<b>Offense Description</b>	<b>Statute Number</b>
1st Degree Sexual Assault of a Child Under Age 16 by Use or Threat of Force or Violence	948.02(1)(c)
1st Degree Sexual Assault of a Child Under Age 16 by Use or Threat of Force or Violence	948.02(1)(c)
Second Degree Sexual Assault	940.225(2)(a)
1st Degree Sexual Assault of a Child Under Age 16 by Use or Threat of Force or Violence	948.02(1)(c)
1st Degree Sexual Assault of a Child Under Age 16 by Use or Threat of Force or Violence	948.02(1)(c)
False Imprisonment	940.30
False Imprisonment	940.30
False Imprisonment	940.30
Child Enticement	948.07(1)
Child Enticement	948.07(1)
Trafficking of a Child	948.051(1)
Trafficking of a Child	948.051(1)
Trafficking of a Child	948.051(1)
Exposing a Child to Harmful Material	948.11(2)(a)
Exposing a Child to Harmful Material	948.11(2)(a)
Exposing a Child to Harmful Material	948.11(2)(a)
Exposing Genitals or Pubic Area	948.10(1) and (1)(a)
Exposing Genitals or Pubic Area	948.10(1) and (1)(a)
Exposing Genitals or Pubic Area	948.10(1) and (1)(a)
Second Degree Sexual Assault	940.225(2)(a)
1st Degree Child Sex Assault-Contact w/ Child Under Age 16-Use/Threat of Force/Violence(Actor is 18)	948.02(1)(d)
1st Degree Child Sex Assault-Contact w/ Child Under Age 16-Use/Threat of Force/Violence(Actor is 18)	948.02(1)(d)

**Incident date and number:** 06/04/2011, 2011-001925, Everest Metro Police Department

**Court Date:** Preliminary Hearing, 06/08/2016 at 9:50 AM

**Judge:** Presiding    **Location:** Branch 4 Courtroom

**Assistant District Attorney:** Chad Minder

- ***Please check with this office prior to the hearing date to confirm the matter will be heard as presently scheduled.***

**Date:** June 03, 2016

Kara Weiland  
Victim/Witness Program  
Marathon County District Attorney's Office

# Jail Court Report

Date Range: 5/31/2016 to 5/31/2016

**Court Date**      **5/31/2016**

**Court Time**    **1400**

**ANDERSON, KYLE LARRY**

MJ O F02      Y412317

**D.O.B. 01/24/84**

**Branch BR6      Initial Appearance**

946.52	160002 FAILURE TO SUBMIT 279 BIOLOGICAL SPECIME	16CM613	EVPD	BUENNING	CA \$300
968.09(1)	160002 WARRANT FTA MNSO 279	16CM534	EVPD	BUENNING	CA \$300

**BUNTROCK, PETER CHARLES**

MJ D 04U      Y412297

**D.O.B. 08/30/69**

**Branch BR6      Initial Appearance**

948.02(2)	2ND-DEGREE SEXUAL ASSAULT OF CHILD		EVPD	WEILAND	
948.025	ENGAGING IN REPEATED ACTS OF SEX ASS		EVPD	WEILAND	
948.06(1)	INCEST WITH CHILD		EVPD	WEILAND	
948.07(1)	CHILD ENTICEMENT-SEXUAL CONTACT		EVPD	WEILAND	
948.075(1R)	USE COMPUTER TO FACILITATE CHILD SEX		EVPD	WEILAND	
948.11(2)(A)	EXPOSING CHILD/HARMFUL MATERIAL-SALE		EVPD	WEILAND	
961.41(1)(CM)	MFG/DEL COCAINE (<=5G)		EVPD	WEILAND	
961.41(1)(H)(1)	MFG/DEL THC (<=500G) 1-10 PLANTS		EVPD	WEILAND	
961.41(3G)(C)	POSS COCAINE/COCA		EVPD	WEILAND	
961.41(3G)(E)	POSS THC		EVPD	WEILAND	
961.42(1)	MAINTAIN DRUG TRAFFICKING PLACE		EVPD	WEILAND	
961.46(1)	DIST SCH I II DRUG TO MINOR		EVPD	WEILAND	
961.495	POSS SHD I II DRUGS NEAR PARK/POOL		EVPD	WEILAND	
961.573(1)	POSS DRUG PARAPHERNALIA		EVPD	WEILAND	

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

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**June 27, 2016**

**MEETING PACKET COVER SHEET**  
**AGENDA ITEM –E.9.**





## MEMORANDUM

**To:** Village Board of Trustees  
CLPS Committee

**From:** Jennifer Higgins, Director of Planning & Development

**Date:** June 22, 2016

**Re:** Update on Marathon County Uniform Addressing System Project

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Marathon County recently decided they would undergo a County-wide unique addressing project. Unincorporated communities would be required to participate as the County has addressing jurisdiction over the Towns. Incorporated communities, like Weston, would be encouraged to participate but were not required. The County is providing financial incentives to those that do at this time.

In December 2015, the Village Board adopted Resolution No. 2015-049 A Resolution in Support of Marathon County's County-wide Uniform Addressing Project. In doing so, the Village signed on to participate in the addressing project.

Recently, the County created a Municipal Advisory Group, made up of chief elected officials in each of the communities to help the County CPZ Department design the parameters of the project. In April, 2016, I was appointed as the Village representative on this Advisory Group.

To date the Municipal Advisory Group has met twice (May 12th and June 9<sup>th</sup>). There were no County CPZ staff in attendance at the 5/12 meeting, instead they had facilitators meet with small groups to discuss the project, our expectations and concerns. Some of the results of this exercise were given to us at the 6/9 meeting through a presentation by CPZ staff and a handout which I have attached this memo. Since the CPZ is still designing the Implementation Plan for this project, there weren't a lot of answers for the attendees at the 6/9/16 meeting. Here are a few things that we do know:

- The County has acquired a url for the project at <http://www.MyMarathonCountyAddress.org> and will be adding information to it as we move along in the process.
- The County is currently working on an Implementation Plan and will be sharing the draft plan with the participating municipalities sometimes this fall.
- CPZ has completed the address grid. All new addresses will be 6 digits. (see attached map)
- There will be no duplicate street names allowed in the County. For example, a duplicate could be Merry Ln and Mary Ln, Birch Lane and Birch Street. Criteria for how to determine who gets to keep street names is being developed with the help of the muni advisory group.
- The County has pledged \$1.2 million cost sharing to reimburse communities up to \$20 per address.

- Address signs (fire numbers) will be uniform in color and location/placement. They are still working with the EMS Advisory Group on these details. They aren't sure yet how they will handle houses with bricks.
- The MC Library System Staff will be trained to assist residents with filling out address change paperwork. They will also be setting up a hotline to take questions and have started to upload information to the above dedicated website for the project.
- Another meeting will be scheduled in the fall. They may also give a project update at the Joint Towns Association meeting in July.
- CPZ will be providing each community with a list of our duplicate street names.
- The County is talking to a company from the southern part of the state who has assisted other counties with a change of this magnitude. By working with a company on uniform fire numbers and other signage and even installation, they can get a much better price than each community going it alone.

There is a lot of work to be done yet. Implementation is not expected until sometime in 2018. They are hoping to have the Implementation Plan complete in late 2016. I will share this Plan and any updates I receive at future meetings.

# Marathon County Uniform Addressing



## Communication & Education

- Who will this affect?  
*Town participation is required as the County has jurisdiction over addressing in unincorporated areas. Marathon County (MC) has offered its villages and cities an opportunity to participate in the uniform addressing system and cost-sharing.*
- How are the voices in the participating communities heard?  
*Community participation is being conducted through advisory meetings and stakeholder input for the County Addressing Implementation Plan.*
- What would help people going through this addressing change process?  
*MC will develop communication methods and check lists of what/how to do, and personal assistance will be provided.*

## Process

- Can you create the address system as simple as possible?  
*The proposed address system will start in the southwest corner of Marathon County. Addresses will be a 6 digit number. Addresses will increase moving east and north, with 1600 addresses per mile.*
- How will emergency response areas be changed to not create confusion?  
*What we know is that implementation will begin in 2017. The phasing in and sequencing is to be determined.*
- How will the Post Office handle such a large change?  
*MC will coordinate with the Post Office to determine the best method to process the address changes.*

## Finance

- Who will pay for this?  
*MC has authorized \$1.2 million cost sharing to reimburse communities up to \$20/address.*
- What are the procedures for reimbursement to participating communities?  
*Policies and procedures to be determined by MC*
- What personal information will people have to change on their own?  
*Driver's license, billing statements, letterhead, financial/banking, etc.*

## Technology

- How soon will Google Maps/Garmin/etc. update?  
*MC is in the process of contacting these companies to notify them of the changes. However, as these are private companies, we have little control over their update cycles.*
- Will adjoining counties have access to the new addressing system data?  
*Yes, MC will contact adjoining counties to share information.*
- Will I be able to match an old address to the new one?  
*MC will develop and make available a cross reference table with old and new addresses.*

# Marathon County Uniform Addressing



## Road Naming

- Who will name new roads?  
*Towns will have the discretion over naming roads. Duplicate/similar road names will not be accepted. New road names need to be submitted to CPZ for approval. CPZ will place the name on the Road Name Master List under reserved names.*
- Who determines which community keeps a duplicate/similar name?  
*MC needs the Municipal Advisory Group to help determine a road naming criteria to eliminate duplicate/similar road name. The final decision on criteria will be made by the Public Safety Committee.*
- What happens to the name of the road that crosses into a non participating incorporated municipality that has a different road name?  
*This has not been determined.*

### **Preston Vande Voort**

Marathon County  
Conservation, Planning, and Zoning

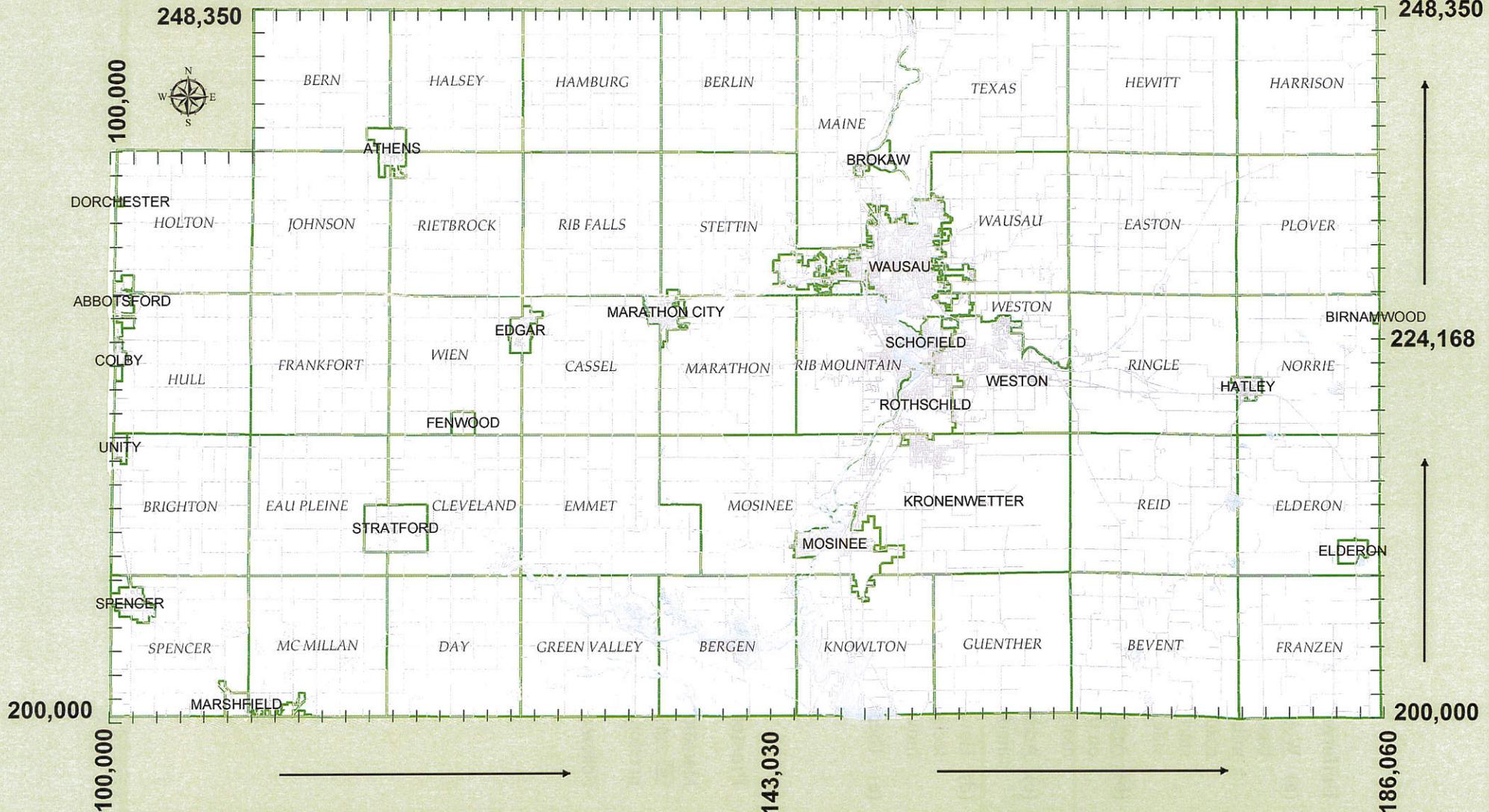
Preston.VandeVoort@co.marathon.wi.us

(715) 261-6048

## Address Signs

- What kind of sign will you use?  
*The sign will be double sided, have the municipality name, street name and number.*
- What is the best sign selection regarding visibility?  
*MC needs the Emergency Management Services advisory group to help determine the color and placement of signs.*
- What will happen to my decorative stone address?  
*This has not been determined.*

# Marathon County Proposed Uniform Addressing Grid



Address Placement is 3.3 ft = 1600 numbers per mile

Note\*\*\* Addresses in the Proposed Uniform Address Grid are six digit numbers due to incorporated areas currently using a five digit address number.

## Uniform Addressing System

- (a) West-East or South-North Roads. There shall be an established west baseline and south baseline. The address number is a six digit number based on a grid of 1600 numbers per mile. The grid starts at the southwest corner of the county. A predominately west/east road will start at the west baseline of 100,000. A predominately south/north road will start from the south baseline of 200,000. Even numbers will be on the north and west sides of a road; odd numbers will be on the south and east sides of the road.
- (b) Angled Roads will be determined by CPZ and be assigned numbers accordingly, based on the significant direction of the road. Roads with a change of direction at an angle more than 75 degrees shall be numbered by adjusting the numbers.
- (c) Addresses in the Proposed Uniform Address Grid are six digit numbers due to incorporated municipalities currently using a five digit address number.
- (d) Having the starting point in the southwest corner of Marathon County uses the techniques and methods from the United States National Grid. Numbers increase as you move east and north in the grid.
- (e) There will be no alpha leaders used in the address in the new uniform address system.

**Preston Vande Voort** | GIS Specialist | County Addressing Coordinator

Marathon County Conservation, Planning & Zoning

 210 River Drive | Wausau, WI 54403  715.261.6048

[preston.vandervoort@co.marathon.wi.us](mailto:preston.vandervoort@co.marathon.wi.us)

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

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**June 27, 2016**

**MEETING PACKET COVER SHEET**  
**AGENDA ITEM –E.10.**



**Village of Weston, Wisconsin**  
**DEPARTMENT REPORT FROM VILLAGE CLERK**

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**Department Briefer**  
**Sherry Weinkauf, Clerk**  
**Monday, June 27th, 2016**

**1. CLERK UPDATE.**

- **Alpine Mobile Home Park.** Staff recommendation to the Board of Trustees on June 20<sup>th</sup> was to approve the Mobile Home Park license for Alpine Mobile Home Park from July 1, 2016 to July 18, 2016. At that meeting the Board of Trustees did approve the license from July 1 to July 18 to allow time for a hearing to be held. The public hearing for the revocation of their license has been scheduled for July 18<sup>th</sup> at 6:00 p.m. The Mobile Home Park owner has been notified of the hearing. A copy of the hearing notice is attached. Also, attached is a copy of the Request for Consideration that was provided to the Board of Trustees at their meeting.
  
- **Class B Beer License for Crafties (same location as the IMR BP).** Staff recommendation was to approve the Class B Beer license for Crafties, LLC, contingent on the Plan Commission's recommendation from April 11th, and contingent on verification of their Wisconsin Sales Tax Permit. At their meeting on June 20<sup>th</sup>, the Board of Trustees denied the application for a Class B Beer license with a vote of 5 to 2. They denied the application based on the fact that this may cause more of an adverse impact on traffic at that location. Staff is in the process of notifying the applicant of the denial. The applicant does have a right to file an appeal with the Village and appear before the Board of Trustees to be heard, and present evidence in favor of granting the license. I have attached the Request for Consideration that was provided to the Board of Trustees on June 20<sup>th</sup>.



**VILLAGE OF WESTON  
NOTICE OF PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that a public hearing will be held before the Weston Board of Trustees on Monday, July 18, 2016, on or around 6:00 p.m. to hear testimony relative to a complaint having been filed with the Village Clerk by S. Scott Tatro, Weston Building Inspector, in the matter of revocation of the Mobile Home Park License for Alpine Mobile Home Park, 1919 Schofield Avenue, Weston, WI 54476, per Wis. Stat. § 66.0435(2)(d).

Written testimony may be forwarded to the Village of Weston, 5500 Schofield Avenue, Weston, WI 54476 or emailed to [clerks@westonwi.gov](mailto:clerks@westonwi.gov) before the time of the hearing. All interested persons will be given an opportunity to be heard. Any person planning to attend needing special accommodations in order to participate should call the Village at (715) 359-6114.

Dated this 21st day of June, 2016

Sherry L. Weinkauf  
Village Clerk

**Village of Weston, Wisconsin  
AGENDA ITEM COVERSHEET  
Requested for Official Consideration and Review**

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REQUEST FROM: **SHERRY WEINKAUF; VILLAGE CLERK**

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ITEM DESCRIPTION: **MOBILE HOME PARK LICENSE FOR ALPINE MOBILE HOME PARK.**

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DATE/MTG: **BOARD OF TRUSTEES; MONDAY, JUNE 20, 2016**

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POLICY QUESTION: Should the Board of Trustees approve the Mobile Home Park license for Alpine Mobile Home Park from July 1, 2016 to July 18, 2016?

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RECOMMENDATION TO: Staff recommendation is to approve the Mobile Home Park license for Alpine Mobile Home Park from July 1, 2016 to July 18, 2016.

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LEGISLATIVE ACTION:

- |  |                                    |                                       |
|--|------------------------------------|---------------------------------------|
| <input checked="" type="checkbox"/> <b>Acknowledge/Approve</b> | <input type="checkbox"/> Ordinance | <input type="checkbox"/> Proclamation |
| <input type="checkbox"/> Administrative Order                  | <input type="checkbox"/> Policy    | <input type="checkbox"/> Reports      |
| <input type="checkbox"/> Expenditure                           | <input type="checkbox"/> Procedure | <input type="checkbox"/> Resolution   |

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FISCAL IMPACT ANALYSIS:

- Budget Line Item: \_\_\_\_\_
- Budget Line Item: \_\_\_\_\_
- Budgeted Expenditure: \_\_\_\_\_
- Budgeted Revenue: \_\_\_\_\_

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STATUTORY / RULEMAKING / POLICY REFERENCES:

- WI Statue: \_\_\_\_\_
- WI Administrative Code: \_\_\_\_\_
- Case Law / Legal: \_\_\_\_\_
- Municipal Code: Chapter 46 – Mobile Homes
- Municipal Rules: \_\_\_\_\_

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PRIOR REVIEW: Community Life and Public Safety Committee

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BACKGROUND:

The license for Alpine Mobile Home Park went before the Community Life and Public Safety Committee on May 23, 2016. At that meeting a recommendation was made to deny the license. The motion was approved unanimously. The minutes from that meeting are attached. Also, attached is a copy of the Request for Consideration from Assistant Planner Wehner. Staff recommendation was also to deny the license. Since that meeting a complaint, from Building Inspector Tatro, regarding Alpine Mobile Home Park was filed with the Clerk on June 16, 2016. A copy of the Complaint is also attached. Wis. Stat. 66.0435(2)(d) authorizes a municipality to revoke or suspend a mobile home license. A license is subject to revocation or suspension for cause by the licensing authority that issued the license upon a complaint signed by a law enforcement officer,

local health officer, or building inspector. A public hearing must be held after the complaint is filed. Since the Clerk is in receipt of a complaint she will now notify the license holder that a complaint was filed and a hearing on the matter will be held by the Board of Trustees on July 18<sup>th</sup>. Alpine's current license will expire on July 1<sup>st</sup> so staff is requesting the Board of Trustees to approve the license from July 1, 2016 to July 18, 2016 to allow time for notification and the hearing to be held. Also, their license fee has been paid.

Supplemental Briefer for Agenda Items under Consideration?

Attachments

**Village of Weston, Wisconsin**  
**COMMUNITY LIFE & PUBLIC SAFETY MEETING**

held on Monday, May 23, 2016, 2016 at 6:30 p.m., in the Board Room, at the Municipal Center  
Trustee Schuster Presiding.

**A. OPENING OF SESSION AT 6:30 P.M.**

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**1. Community Life & Public Safety Meeting called to order by Village Trustee Schuster.**

**2. Clerk will take attendance and roll call.**

Roll call indicated 4 CLPS members present (Zach Martin was excused).

<u>Member</u>	<u>Present</u>
Fiene, Brian	YES
Hansen, Tamera	YES
Martin, Zach	NO
Schuster, Fred	YES
Zeigler, Jon	YES

Village Staff in attendance: Renee Hodell, Chief Wally Sparks, Jennifer Higgins, Jared Wehner, Scott Tatro, Sherry Weinkauff and Bob Wesinek from the Town of Weston

**3. Requests for Silencing of cellphones and other electronic devices.**

**4. Acknowledgment of visitors if any.**

There were 7 visitors.

**B. COMMENTS FROM THE PUBLIC**

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Amy Bliss from the Wisconsin Housing Alliance represent the Manufactured Home Community, which represents about 700 communities and is one of the most affordable housing options. Amy's concern was that the Village was recommend thata one of the parks be closed along with the possibility that the other parks could be closed if they don't comply with the Village's demands. Bliss stated that the parks combined represent 523 families. Bliss wanted to make sure the committee based their decision on the "health, safety and welfare" of the park and not just the aesthetics. She felt in looking through the report that many of the issues had to do with dilapidated sheds which does not have to do with Health, Safety, and Welfare. Bliss stated she had gone through all four parks today and stated there was progress in each park (by adding steps/deck, and tearing down dilapidated trailers). Bliss commented that they have a program where they can help residents dispose of their home. Bliss stated a judge has to approve the eviction of the tenants/home owners in the park. She also stated that since this process started in the fall that it was hard to get all the repairs done before winter and then during the spring. Bliss stated she is offering her assistance to the Village and parks to help bring the standards up and they are here as a resource. She also stated that in the fall when she spoke with Administrator Guild he felt this was not his problem.

Barb Rolen (1329 Townline Rd. Wausau) spoke on behalf of Alpine Mobile Home Park. She commented that the same standard should be set forth for all parks, where Alpine was inspected by walking through and the others were inspected by driving through. She also took offense that the Village thought there was little progress where she felt there was a lot of improvement and didn't understand why Alpine wasn't going to get renewed and felt there were different standards. One example were the street signs and how Alpine had to fix theirs but Weston Manor did not. Schuster commented that a timeline was given to make certain improvements and asked how many people were helping with the improvements. Rolen stated they have one person working for them, as they are not a corporation and can only afford a bunch of people. She also stated there is a potential buyer who wants to get rid of the old homes and bring in new ones.

Daniel Guild 5702 Pine Terrace – Weston, stated how staff is responsible for overseeing the application of the Municipal code for over 8500 residents and that they do have the same standard as the other parks. Staff was tasked by the board to have the parks be 90% compliant by this date, with the ultimate decision coming from the board. Guild stated the ongoing problems at the parks have been well documented and have been going on for years. Guild stated staff is here to give their honest impressions of what they have found. Guild also questioned that why in the 11<sup>th</sup> hour is the Wisconsin Housing Alliance letting their resources be known now.

Deb Fletcher – 4311 Schofield Ave Lot 100 – Weston (Stillwater Landing) - Fletcher thanked the Village for noticing the improvements and are continuing to move forward. She stated that they will be putting a fence along E. Jelinek Avenue and that Ken is flying in to work for the next 30 days to bring steps up to code. Stillwater is currently half-empty do to evicting problem tenants.

**C. PRESENTATIONS**

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There were no presentations

**D. BUSINESS ITEMS FOR CONSIDERATION, DISCUSSION, AND ACTION**

**5. Approve previous meeting minutes from April 25, 2016**

*Motion by Fiene, second by Hansen, to approve the Community Life & Public Safety, April 25, 2016 meeting minutes.*

Yes Vote: 4                  No Votes: 0                  Abstain: 0                  Not Voting: 0                  Result: PASS

<u>Member</u>	<u>Voting</u>
Fiene, Brian,	YES
Hansen, Tamera	YES
Martin, Zach	-----
Schuster, Fred	YES
Ziegler, Jon	YES

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**6. Discussion and Action on proposed amendment to Chapter 50 – Nuisances**

*Motion by Ziegler, second by Hansen, adopt the proposed amendments to Chapter 50.*

Yes Vote: 4                  No Votes: 1                  Abstain: 0                  Not Voting: 0                  Result: PASS

<u>Member</u>	<u>Voting</u>
Fiene, Brian,	YES
Hansen, Tamera	YES
Martin, Zach	-----
Schuster, Fred	YES
Ziegler, Jon	YES

Higgins stated staff has been working on the revisions to Chapter 50 for 1 ½ years as Tatro and Hodell wanted to make some changes regarding nuisances and the property maintenance code. White has gone through Chapter 50 and didn't find any errors.

**7. Mobile Home Park Compliance Reports**

**a. Recommendation to the Board of Trustees regarding the renewal of the mobile home park license for Colonial Gardens Mobile Home Park.**

Higgins asked for a 3 month extension on their license renewal as the things they need to fix can be fixed over the summer. Things such as, property maintenance, skirting, and stairs. Documents were prepared from Hodell and Wehner's notes. The inspection was done now (May) as to have the recommendations for the Board for the June meeting in order to have the parks licensed July. Higgins stated that management has not been with staff during any of the inspections. The problems that were slated to be fixed have not been fixed and management has been unresponsive. Wehner explained that even though the issues were only minor (skirting, steps) they can still be considered safety issues. Wehner also stated this is one of the better mobile home parks but they still need to comply or receive citations. Fiene asked how they park was informed of their violations and Wehner stated by email.

*Motion by Fiene, second by Hansen, to recommend to the board a 90 day license.*

Yes Vote: 4                  No Votes: 1                  Abstain: 0                  Not Voting: 0                  Result: PASS

<u>Member</u>	<u>Voting</u>
Fiene, Brian,	YES
Hansen, Tamera	YES
Martin, Zach	-----
Schuster, Fred	YES
Ziegler, Jon	YES

**b. Recommendation to the Board of Trustees regarding the renewal of the mobile home park license for Stillwater Landing Mobile Home Park**

Wehner stated Stillwater Landing is still in disrepair but they have been working very hard and with the resources, they will have it taken care of. Fletcher stated they will be blacktopping the roads, and putting up a fence along Jelinek Ave which should be completed by summer.

*Motion by Ziegler, second by Fiene to recommend to the board a 90-day license for Stillwater Landing Mobile Home Park*

Yes Vote: 4          No Votes: 0          Abstain: 0          Not Voting: 0          Result: PASS

<u>Member</u>	<u>Voting</u>
Fiene, Brian,	YES
Hansen, Tamera	YES
Martin, Zach	-----
Schuster, Fred	YES
Ziegler, Jon	YES

**c. Recommendation to the Board of Trustees regarding the renewal of the mobile home park license for Weston Manor Mobile Home Park**

Wehner stated Park overall in good repair. A number of issues have not completed and there has not been any response park. It was also noted that the Park should supply list of who owns home Wehner stated Stillwater Landing is still has some items in disrepair but they have been working very hard and have the resources, and they will have everything it taken care of. Fletcher stated they will be blacktopping the roads, and putting up a fence along Jelinek Ave which should be completed by summer.

*Motion by Ziegler, second by Fiene to recommend to the board a 90-day license for Weston Manor Mobile Home Park*

Yes Vote: 4          No Votes: 0          Abstain: 0          Not Voting: 0          Result: PASS

<u>Member</u>	<u>Voting</u>
Fiene, Brian,	YES
Hansen, Tamera	YES
Martin, Zach	-----
Schuster, Fred	YES
Ziegler, Jon	YES

**d. Recommendation to the Board of Trustees regarding the denial of the mobile home park license for Alpine Mobile Home Park**

Schuster stated we have had many problems in the past. Higgins stated that even though progress has been made there are too many homes that are uninhabitable. They were renting a home that was not up to code and kids were moving in. Higgins stated owner Ken Ruether had not taken care of the park and it has been an uphill battle - that the park is not safe and cannot be fixed. Schuster commended Rolen, but she is only one person, and being that it is so out of hand and with financial issues, he does not feel they will be able to get everything corrected in 90 days. Fiene asked what would happen if the license were denied and the park was sold, what would be required. Higgins stated she would need to lock into it. It is currently zoned for mobile home park, so they could keep it that way however, they would have to submit a strict plan with timeline on what is going to be done with the uninhabitable homes. There are currently only four owner occupied homes.

*Motion by Fiene, second by Hansen to recommend to the board the denial of the license for Alpine Mobile Home Park*

Yes Vote: 4          No Votes: 0          Abstain: 0          Not Voting: 0          Result: PASS

<u>Member</u>	<u>Voting</u>
Fiene, Brian,	YES
Hansen, Tamera	YES
Martin, Zach	-----
Schuster, Fred	YES
Ziegler, Jon	YES

**8. Discussion on ways to mitigate vandalism in the Village particularly the parks.**

Guild was hoping to finish report with Osterbrink on cost and was unable to get it completed and would like to move to defer to a later meeting.

**E. REPORTS FROM STAFF**

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**9. Everest Metro Police Department**

Sparks stated there was an Overdose of LSD, where they had to perform a search warrant where they found a lot of drugs. A person than admitted to giving the person drugs. Sparks also stated that 57% of the crimes directly related to drugs (thefts, bank robberies). Guild stated he met with Mark Matthiae, CEO of Crystal Finishing. He has 97 positions open that he cannot fill. He went to job fair where of the 12 people he liked he would be surprised if 50% would pass drug tests. In addition, if he did they did pass it they may not make it through the first 3 months. Sparks stated drugs have been challenge and an uphill battle. He conferred on the vandalism and the cameras at the skate park have been helpful. Language is starting to become an issue however.

**9. South Area Fire & Emergency Response District**

Per White SAFER is still working on their Charter.

**10. Taxpayer Relations Coordinator**

Hodell stated with the warmer weather and residents out walking more, there have been complaints regarding property maintenance, garbage, debris, and parking on the lawns. Hodell also talked about the Village Wide Rummage sale May 6-7 where there is so far over 150 homes. There will then be the Village's Bulk Item drop off at Advanced Disposal May 12-14.

The Farmer's Market is scheduled to open on Saturday, May 7<sup>th</sup> at 8:00 am. Then beginning the week of May 2<sup>nd</sup> the Street Department will begin picking up leaves and brush starting in the neighborhoods by the D.C. Everest Jr. High. Schuster questioned if the Spring pickup is more of a problem due to rocks being in the ditches or on the shoulders that cause problems with the Vac Truck. Guild stated what he noticed more was the wetness of the leaves which tends to make pick up a little harder.

**F. REPORT FROM ADMINISTRATOR**

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Guild stated that the parks are getting used and there were over 50 vehicles at the Disc Golf Course parking lot. The new Kayak launch is also being utilized.

**G. COMMUNICAITONS AND RECOMMEDATIONS FROM COMMITTEE MEMEBRSRS.**

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**H. Set next regular meeting date for Monday, June 27, 2016, at 6:30 P.M.**

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**I. ADJOURN.**

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*Schuster adjourned Community Life and Public Safety Meeting at 7:29 p.m.*

Fred Schuster, Trustee  
Renee Hodell, Recording Secretary

**Village of Weston, Wisconsin  
AGENDA ITEM COVERSHEET  
Requested for Official Consideration and Review**

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**REQUEST FROM: JARED WEHNER, ASSISTANT PLANNER, PLANNING AND DEVELOPMENT**

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**ITEM DESCRIPTION: MANUFACTURED HOME PARK ANNUAL INSPECTION REPORT – ALPINE MOBILE HOME PARK**

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**DATE/MTG: COMMUNITY LIFE AND PUBLIC SAFETY COMMITTEE, MAY 23, 2016**

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**POLICY QUESTION:** Should the Community Life and Public Safety Committee recommend the renewal of the mobile home park license for Alpine Mobile Home Park for the 2016/2017 year (expiration date of July 1, 2017) to the Board of Trustees?

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**RECOMMENDATION TO:** I move that the Community Life and Public Safety Committee deny the renewal of the mobile home park license for Alpine Mobile Home Park and the closure process of the park is started. The park's condition is too far deteriorated to be fit for occupancy. The park poses a significant hazard to health, safety and welfare of its residents as well as the neighbors and residents of the Village.

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**LEGISLATIVE ACTION:**

- |   |                                    |                                       |
|---|------------------------------------|---------------------------------------|
| <input checked="" type="checkbox"/> Acknowledge/Approve | <input type="checkbox"/> Ordinance | <input type="checkbox"/> Proclamation |
| <input type="checkbox"/> Administrative Order           | <input type="checkbox"/> Policy    | <input type="checkbox"/> Reports      |
| <input type="checkbox"/> Expenditure                    | <input type="checkbox"/> Procedure | <input type="checkbox"/> Resolution   |
- 
- 

**FISCAL IMPACT ANALYSIS:**

- Budget Line Item: \_\_\_\_\_
- Budget Line Item: \_\_\_\_\_
- Budgeted Expenditure: \_\_\_\_\_
- Budgeted Revenue: \_\_\_\_\_
- 
- 

**STATUTORY / RULEMAKING / POLICY REFERENCES:**

- WI Statute: \_\_\_\_\_
- WI Administrative Code: \_\_\_\_\_
- Case Law / Legal: \_\_\_\_\_
- Municipal Code: \_\_\_\_\_
- Municipal Rules: \_\_\_\_\_
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**PRIOR REVIEW:** None for 2016.

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**BACKGROUND:**

See inspection report.

Attachments: MHP Compliance Inspection Report

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**ALPINE MHP**

JARED WEHNER, ASSISTANT PLANNER

**MHP COMPLIANCE INSPECTION REPORT**

MAY 20, 2016

Inspection Date: May 17, 2016

Attendees: Director of Planning and Development, Jennifer Higgins; Building Inspector, Scott Tatro; Assistant Planner, Jared Wehner; Property Inspector, Roman Macguire; Tax Payer Relations Coordinator, Renee Hodell

**PROPERTY INFORMATION**

PIN: **192280818440998**  
 Owner: **Kenneth Ruether**  
 Address: **1919 Schofield Avenue**  
**Weston, WI 54476**

**CONTACT INFORMATION**

Contact: **Kenneth Ruether**  
 Phone: **715-359-9500**  
 Email: [barbara.rolan@gmail.com](mailto:barbara.rolan@gmail.com)  
 Manager: **Barbara Rolan**  
 Phone: **N/A**

**SUMMARY**

Overall, Alpine Manufactured Home Park continues to be in a dilapidated state. A majority of the homes within the lot are unfit for occupancy. The park manager claims that a majority of the homes are under construction (without filing any permits), but without inspecting each home, it appears, from the exterior, that little work has been completed. While staff was completing the inspection, a family was moving into a home that is unfit for occupancy (21 Carefree Rd), despite the manager stating many times that she will not rent any homes until the home is fit for occupancy. Only one home was removed from the park when 10 were stated to be removed by the manager back in January. The amount of work that needs to be completed is beyond the manager's ability to repair. All the homes that are currently under construction need to be sealed from the elements and posted as unfit for occupancy. A permit shall be filed for each home, which there has not been any permits filed to date. Once the homes are complete, an occupancy inspection shall occur.

**STAFF RECOMMENDATION**

Staff recommends that the license application for Alpine MHP be denied and the closure process of the park is started. The park's condition is too far deteriorated to be fit for occupancy. The park poses a significant hazard to health, safety and welfare of its residents as well as the neighbors and residents of the Village.

**EVEREST METRO PD**

Unknown at this time.

**UTILITIES**

The park is current on all utility bills at this time.

**SCORECARD**

	1/21/2016		5/16/2016		
STATUS:	# OF LOTS	%	# OF LOTS	%	% CHANGE
 : NO ISSUES IDENTIFIED, IN COMPLIANCE	3	7.69	3	7.69	<b>0.00</b>
 : IDENTIFIED ISSUES RESOLVED, IN COMPLIANCE	11	28.21	1	2.56	<b>-90.91</b>
 : PROGRESS MADE, NOT IN COMPLIANCE	13	33.33	18	46.15	38.46
 : NO PROGRESS MADE, NOT IN COMPLIANCE	10	25.64	5	12.82	-50.00
 : NEW ISSUES IDENTIFIED, NOT IN COMPLIANCE	2	5.13	12	30.77	<b>500.00</b>
<b>TOTAL LOTS:</b>	<b>39</b>		<b>39</b>		
<b>LOTS IN COMPLIANCE:</b>	<b>14</b>	<b>35.90</b>	<b>4</b>	<b>10.26</b>	<b>-71.43</b>
<b>AVERAGE SCORE (LOWER IS BETTER):</b>	<b>2.92</b>		<b>3.56</b>		<b>21.93</b>
 : VACANT, NO HOME PRESENT	3	7.69	3	7.69	33.33
 : OWNER OCCUPIED	4	10.26	4	10.26	25.00
 : PARK OWNED	32	82.05	32	82.05	0.00

LOT:		STATUS DESCRIPTION (01/21/2016)		STATUS DESCRIPTION (5/16/2016)	
1 Easy St	P	Fixed, no remaining issues.		P Skirting in disrepair. Home being used for storage, use prohibited.	
2 Easy St	P	Fixed, no remaining issues (10/15/2015).		P Skirting in disrepair. Electrical pedestal open. Home is not occupied.	

LOT:		STATUS DESCRIPTION (01/21/2016)	STATUS DESCRIPTION (5/16/2016)
4 Easy St	P	Junk in yard. Management addressing.	P Skirting is in disrepair. Siding in disrepair. Front and back steps do not meet code. Home is not
6 Easy St	O	Fixed, no remaining issues (10/15/2015).	O Skirting in disrepair. Siding in disrepair.
8 Easy St	P	Fixed, no remaining issues (10/15/2015).	P Skirting in disrepair.
10 Easy St	P	Fixed, no remaining issues (1/21/2016).	P Skirting in disrepair. Junk in yard. Broken windows. Unlicensed vehicle.
12 Easy St	P	No back steps. 2 yard sheds, both are dilapidated, shall be remove (fixed by 6/1/2016*).	P Deck in disrepair. Skirting in disrepair. 2 yard sheds, 1 must be removed. No back stairs. Hoime is not occupied.
14 Easy St	P	Vacant, all structures shall be removed. (Fixed by 5/1/2016)	P Vacant. All structures shall be removed.
16 Easy St	V	No Issues.	V Junk in yard.
2 Candy Ln	P	Fixed, no remaining issues (01/21/2016). Power to unit?	P Skirting in disrepair. Deck in disrepair. Home is not occupied.
4 Candy Ln	P	Home is dilapidated, must be removed or brought in compliance prior to occupancy. Junk in yard. (Letter from Village)	P Skirting in disrepair. Junk in yard. No back steps. Front steps do not meet code.
6 Candy Ln	P	Appears to be unoccupied, used as storage, not permitted. Home is dilapidated, must be removed or brought in compliance prior to occupancy. Junk in yard. (To be removed by 6/1/2016*)	P Skirting in disrepair. Windows broken.
8 Candy Ln	P	Appears to be unoccupied, used as storage, not permitted. Home is dilapidated, must be removed or brought in compliance prior to occupancy. Junk in yard. (To be removed by 6/1/2016*)	P Skirting in disrepair. Windows broken. Back steps do not meet code.
10 Candy Ln	P	Appears to be unoccupied. Home is dilapidated, must be removed or brought in compliance prior to occupancy. (To be removed by 6/1/2016*)	P Skirting in disrepair. Back steps do ont meet code.
12 Candy Ln	P	Skirting in disrepair. (Water damage, possible removal)	P Skirting in disrepair. Front and back steps do ont meet code.
14 Candy Ln	P	Skirting repaired (01/21/2016). Garbage in yard (Village sending letter).	P Light fixture not to code. Back steps do not meet code.
1 Carefree Rd	P	Steps and skirting in disrepair (To be repaired by 4/1/2016).	P Skirting in disrepair. Siding in disrepair. Door frame damaged. Home is not occupied.
2 Carefree Rd	P	Skirting in disrepair. Junk in yard. Lawn needs mowing. (To be repaired by 4/1/2016).	P Skirting in disrepair. Home not occupied.
3 Carefree Rd	O	Fixed, no remaining issues (10/15/2015).	O No issues.
4 Carefree Rd	P	Fixed, no remaining issues (10/15/2015). (To be removed by 4/1/2016)	P Front stairs do not meet code. Siding in disrepair. Home is not occupied.
5 Carefree Rd	P	Appears to be unoccupied, used as storage, not permitted. Home is dilapidated, must be removed or brought in compliance prior to occupancy. Junk in yard. (To be removed by 4/1/2016)	P Skirting in disrepair. Porch roof in disrepair. Front and back stairs do not meet code. Home is not occupied.
6 Carefree Rd	P	Yard shed is in disrepair, needs painting or be removed. (Fixed by 5/15/2016). (Stairs fixed by	P Deck is dilapidated. Home is not occupied.
7 Carefree Rd	P	Deck does not meet code. (To be removed by 6/1/2016*)	P Skirting is in disrepair. Deck does not meet code. Back steps do not meet code. Home is not

LOT:		STATUS DESCRIPTION (01/21/2016)	STATUS DESCRIPTION (5/16/2016)
8 Carefree Rd	P	Appears to be unoccupied, must be removed or brought into compliance prior to occupancy (To be removed by 6/1/2016*)	P Front stairs do not meet code. Siding in disrepair. No back stairs. Home is not occupied.
9 Carefree Rd	P	Vacant home, made repairs. Unit has Broken Windows.	P Deck is dilapidated. Windows broken. Home is not occupied.
10 Carefree Rd	P	Front and back step do not meet code. (To be repaired by 4/1/2016).	P Roof in disrepair. Porch does not meet code. Home is not occupied.
11 Carefree Rd	O	Fixed, no remaining issues (10/15/2015). Junk in yard.	O Yard shed is in disrepair. Skirting in disrepair.
12 Carefree Rd	P	No back steps. Unregistered vehicle. (Fixed by 4/1/2016)	P Stairs do not meet code. Deck does not meet code. Broken windows. Skirting in disrepair. Home is not occupied.
14 Carefree Rd	P	Junk in yard. Front steps do not meet code (fixed by 4/1/16).	P Skirting in disrepair. Yard shed in disrepair. Deck does not meet code. Home is not occupied.
15 Carefree Rd	P	Appears to be unoccupied, must be removed or brought into compliance prior to occupancy. (To be removed by 6/1/2016*)	P Missing addressing. Broken window. Back door is not operable. Back steps do not meet code. Home is not occupied.
16 Carefree Rd	V	No issues. (Staging area)	V No issues.
17 Carefree Rd	P	Fixed, no remaining issues (10/15/2015).	P Skirting in disrepair. Back stairs do not meet code.
18 Carefree Rd	P	Appears to be unoccupied, must be removed or brought into compliance prior to occupancy (To be removed by 6/1/2015*)	P In process of being removed.
19 Carefree Rd	P	Fixed, no remaining issues (1/21/2016)	P Skirting in disrepair. Back stairs do not meet code.
20 Carefree Rd	O	Steps do not meet code (fixed by 4/1/2016)	O Skirting in disrepair. Back stairs do not meet code. Junk in yard.
21 Carefree Rd	P	Deck does not meet code (fixed by 4/1/2016).	P No screens on window. No back steps. Skirting in disrepair. Siding in disrepair. Deck does not meet code. Home was just rented and allowed to be occupied in a dilapidated condition.
22 Carefree Rd	V	No issues.	V No issues.
23 Carefree Rd	P	Yard shed in disrepair (to be removed by 5/15/2016) No address, skirting in disrepair and junk in yard.	P Skirting in disrepair. Deck does not meet code.
24 Carefree Rd	P	Junk in yard. No back steps. Appears to be abandoned, must be removed or brought into compliance prior to occupancy. (To be removed by	P To be removed.

IN THE MATTER OF REVOCATION/  
NONRENEWAL OF ALPINE MOBILE  
HOME PARK LICENSE

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COMPLAINT

COMES NOW Village of Weston Building Inspector, S. SCOTT TATRO, as and for a Complaint pursuant to Section 66.0435(2), Wis. Stats., against the ALPINE MOBILE HOME PARK and KENNETH RUETHER, its Owner, alleges as follows:

1. Complainant, S. SCOTT TATRO, at all times materials hereto, has been and is the Building Inspector for the Village of Weston Marathon County. His duties include, among other things, the inspection of dwelling units within the Village and the enforcement of Village ordinances relating thereto, including mobile homes and mobile home parks.

2. That Alpine Mobile Home Park is located at 1919 Schofield Avenue in the Village of Weston, Marathon County, Wisconsin, containing in excess of 39 rental lots for mobile homes, some of which mobile homes are owned by the occupants of the homes while approximately eighty-eight percent (88%) of the occupied lots are rentals.

3. The VILLAGE OF WESTON, pursuant to Village Ordinance Section 46.109 and Section 66.0435(2), Wis. Stats., has through the years issued to Alpine Mobile Home Park a Mobile Home Park License. The last such license was issued to Kenneth Ruether who is the owner of the Alpine Mobile Home Park on February 1, 2016, License #: LIC-4-09-1236, which license expired (s) on June 30, 2016.

4. That through the years prior to May 23, 2016, there have been numerous complaints and problems associated with the park requiring intervention by officials of the Village of Weston including but not limited to general maintenance of the park, building code violations, health code violations, nuisance

complaints, to the park, including on-going problems with the park being operated in an unsanitary or unsafe manner.

5. On January 25, 2016, a meeting was held with representatives of the Alpine Mobile Home Park to address many of the on-going issues described in the preceding paragraph. A significant part of the discussion at the said meeting, which included the Village Administrator, Building Inspector, Village Relations Coordinator, Community Life and Public Safety Committee Members and Everest Metropolitan Police, along with Barbara Rolen, representative of the Owner, was the need for Village intervention at the park for both nuisance violations and unsanitary conditions at the park residences. An agreement was reached that the park owners would take immediate steps to come into compliance with building codes and nuisances that were being created and begin cleaning up the park.

6. Section 46.106 of the Village of Weston Ordinances requires a mobile home park owner or operator, together with any attendants or persons in charge, to maintain the mobile home park in a clean, orderly and sanitary condition at all times. It is the duty of the occupant of any mobile home to maintain the site in a clean, orderly and sanitary condition at all times and to abide by all applicable state or local regulations and rules established by the park management. Section 46.113 of the ordinances of the Village of Weston provides for the revocation of any license or permit issued for the operation of a mobile home park if, after due investigation, it is determined that the owner has violated any of the provisions of the ordinances of the Village of Weston or any mobile home or mobile home park is being maintained in an unsanitary or unsafe manner or constitutes a public or private nuisance.

7. The following violations and issues continue to persist:

a. Violations noted by the Building Inspector of park-owned homes which were agreed upon by the park management have yet to be corrected.

b. Park management has not worked with the Building Inspector in securing or requiring occupants to first secure a building permit from the Village before remodeling work, yard sheds, mobile

home demolition or decks are constructed in violation of Section 46.105 of the ordinances of the Village of Weston.

c. Park management has placed new tenants in park-owned homes, which had been listed in the fall inspections as homes inhabitable and slated for removal from the park, prior to all building and public safety codes being met.

d. Park management has failed to maintain the park in a clean, orderly, safe and sanitary condition resulting in numerous violations of Section 46.106 of the Village of Weston Code of Ordinances.

e. Park management has failed to conform to Section 46.107 of the Weston Village Code requiring all plumbing, electrical, building and other work on or at any mobile home must be in accordance with the ordinances of the Village and all state laws and regulations pertaining to such work.

f. Management of the park has not kept an accurate register of the mobile home park's homes in violation of Section 46.106(b)(1) of the ordinances of the Village which requires such a register which is to be open at all reasonable times to inspection by appropriate state and local officials, of all owners of mobile homes located in the park.

g. There are regular and numerous violations of Section 50.102 of the property maintenance code including, but not limited to, Section 50.102(b) Blighting Conditions, 50.102(g)(1) relating to the maintenance of exterior of the premises, Section 50.102 (j) pertaining to litter control and Section 50.102 (k) relating to lawn and yard maintenance.

h. Park management has continually violated code Section 46.112 of the Village ordinances relating to monthly parking permit fees in that there are payments which are either late or not paid at all. In addition, the park owners and management fail to furnish information to the Village Clerk and the assessor of homes that are added to the park within five days after arrival of such home on forms furnished by the Village Clerk.



**Village of Weston, Wisconsin  
AGENDA ITEM COVERSHEET  
Requested for Official Consideration and Review**

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**REQUEST FROM: SHERRY WEINKAUF; VILLAGE CLERK**

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**ITEM DESCRIPTION: CLASS B BEER LICENSE FOR CRAFTIES, LLC, 4103 SCHOFIELD AVENUE.**

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**DATE/MTG: BOARD OF TRUSTEES; MONDAY, JUNE 20, 2016**

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**POLICY QUESTION: Should the Board of Trustees approve issuing a Class B Beer license to Crafties, LLC, 4103 Schofield Avenue?**

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**RECOMMENDATION TO: Staff recommendation is to approve the Class B Beer license for Crafties, LLC, contingent on the Plan Commission's recommendation from April 11<sup>th</sup>, and contingent on verification of their Wisconsin Sales Tax Permit.**

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**LEGISLATIVE ACTION:**

- |  |                                    |                                       |
|--|------------------------------------|---------------------------------------|
| <input checked="" type="checkbox"/> <b>Acknowledge/Approve</b> | <input type="checkbox"/> Ordinance | <input type="checkbox"/> Proclamation |
| <input type="checkbox"/> Administrative Order                  | <input type="checkbox"/> Policy    | <input type="checkbox"/> Reports      |
| <input type="checkbox"/> Expenditure                           | <input type="checkbox"/> Procedure | <input type="checkbox"/> Resolution   |
- 

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**FISCAL IMPACT ANALYSIS:**

- |  |       |
|--|-------|
| <input type="checkbox"/> Budget Line Item:     | N/A   |
| <input type="checkbox"/> Budget Line Item:     | _____ |
| <input type="checkbox"/> Budgeted Expenditure: | _____ |
| <input type="checkbox"/> Budgeted Revenue:     | _____ |
- 

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**STATUTORY / RULEMAKING / POLICY REFERENCES:**

- |   |                               |
|---|-------------------------------|
| <input type="checkbox"/> WI Statue:                 | _____                         |
| <input type="checkbox"/> WI Administrative Code:    | _____                         |
| <input type="checkbox"/> Case Law / Legal:          | _____                         |
| <input checked="" type="checkbox"/> Municipal Code: | Chapter 6 – Alcohol Beverages |
| <input type="checkbox"/> Municipal Rules:           | _____                         |
- 

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**PRIOR REVIEW: N/A**

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**BACKGROUND:**

Mr. Rybacki submitted new plans for his proposed business on Schofield Avenue (same location as IMR BP) to the Plan Commission on April 11<sup>th</sup>. Staff recommendation to the Plan Commission was to approve as long as the queue for the entrance of the car wash is striped and does not inhibit the ingress or egress of the parking stalls at the rear of the building, by the entrance to the craft beer tasting room. See the attached Plan Commission minutes from April 11<sup>th</sup>, item H29. The Plan Commission members voted to approve the Zoning permit, per staff recommendation. Then this item went before the Community Life & Safety Committee on

April 25th for discussion and possible action. At that meeting the members recommended approval, with the understanding a new application, with a new company name, get submitted to the Clerk. Copies of those minutes are also attached. A new application was filed with the Village Clerk on May 13, 2016. The new business name will be "Crafties". A new address of 4103 Schofield Avenue was also assigned. The publication requirement has been met. Staff will need verification of their Wisconsin Sales permit before issuing their license.

Supplemental Briefer for Agenda Items under Consideration?

Attachments

**Village of Weston, Wisconsin  
COMMUNITY LIFE & PUBLIC SAFETY MEETING**

held on Monday, April 26, 2016, at 6:30 p.m., in the Board Room, at the Municipal Center  
Trustee White Presiding.

**A. OPENING OF SESSION AT 6:30 P.M.**

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**1. Community Life & Public Safety Meeting called to order by Village Trustee Schuster.**

**2. Clerk will take attendance and roll call.**

Roll call indicated 5 CLPS members present.

<u>Member</u>	<u>Present</u>
Fiene, Brian	YES
Hansen, Tamera	YES
Martin, Zach	YES
Schuster, Fred	YES
White, Loren	YES

Village Staff in attendance: Renee Hodell, Chief Wally Sparks, and Sherry Weinkauf

**3. Requests for Silencing of cellphones and other electronic devices.**

**4. Acknowledgment of visitors if any.**

There were 4 visitors.

**B. COMMENTS FROM THE PUBLIC**

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There were no comments from the Public.

**C. PRESENTATIONS**

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There were no presentations

**D. BUSINESS ITEMS FOR CONSIDERATION, DISCUSSION, AND ACTION**

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**5. Approve previous meeting minutes from February 22, 2016**

*Motion by White, second by Fiene, to approve the Community Life & Public Safety, February 22, 2016 meeting minutes, with the correction of the adjournment time to 7:29 and the spelling of the words "items" and "consideration" corrected under D. 5.*

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

<u>Member</u>	<u>Voting</u>
Fiene, Brian,	YES
Hansen, Tamera	YES
Martin, Zach	YES
Schuster, Fred	YES
White, Loren	YES

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**6. Recommendation to the Board of Trustees to approve the Class "B" Beer License for Irvin Rybacki Inc. IMR BP 4101 Schofield Avenue.**

*Motion by Martin, second by Hansen, to recommend to the Board of Trustees to approve the Class "B" Beer License for the Rybacki's at 4101 Schofield Ave with the understanding that a new application with the new S Corp name will get submitted to the Village clerk.. Fiene voted no as the current application did not have the new corporation's name on it.*

Yes Vote: 4      No Votes: 1      Abstain: 0      Not Voting: 0      Result: PASS

<u>Member</u>	<u>Voting</u>
Fiene, Brian,	NO
Hansen, Tamera	YES
Martin, Zach	YES
Schuster, Fred	YES
White, Loren	YES

Village clerk Sherry Weinkauf stated she put the RFC together based on the approval from the Plan Commission. However, when they originally applied for the Class B Beer License they applied under IMP BP. They have since created an "S Corp" and will need to fill out a new application. Weinkauf stated this could be done when the Village's renewal process comes up. Schuster brought up the gambling machines and wanted to make sure none were going to be installed. Keith Rybacki assured the committee there would not be any gambling machines.

**7. Recommendation to the Board of Trustees to deny a crosswalk on Jelinek Ave by the D.C. Everest High School.**

White stated mid-block crossings are dangerous and Chief Sparks agreed that from a pure safety standpoint that mid-block crossings are dangerous and recommends denial. The only other one in the Village is on Ross Avenue by Greenheck Fan, to allow employees to cross. Sparks and White both stated anyone wanting to cross Jelinek can go to Alderson and cross at the 4-way stop with the proper markings. It was also mentioned that Superintendent Gilmore was not aware of this request and that it would need to go through the proper channels before going to the Village.

*Motion by White, second by Fiene, to recommend denial of a mid-block crosswalk on Jelinek Ave. to the Board of Trustees.*

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

<u>Member</u>	<u>Voting</u>
Fiene, Brian,	YES
Hansen, Tamera	YES
Martin, Zach	YES
Schuster, Fred	YES
White, Loren	YES

**E. REPORTS FROM STAFF**

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**8. Everest Metro Police Department**

Sparks stated he attended Officer Leah Long's award ceremony where the Women's Community selected her as the recipient of the 2016 Outstanding Achievement for supporting Survivors of Sexual Assault Award. Schuster would like her to know the CLPS Committee sends their congratulations. Sparks touched on the Antigo Prom shooting and how all the officers did an outstanding job. Sparks also touched on an unfunded mandate where they are required to report all opiate related drug overdoses along with any thefts of opiate related drugs.

**9. South Area Fire & Emergency Response District**

Per White SAFER is still working on their Charter.

**10. Taxpayer Relations Coordinator**

Hodell stated with the warmer weather and residents out walking more, there have been complaints regarding property maintenance, garbage, debris, and parking on the lawns. Hodell also talked about the Village Wide Rummage sale May 6-7 where there is so far over 150 homes. There will then be the Village's Bulk Item drop off at Advanced Disposal May 12-14.

The Farmer's Market is scheduled to open on Saturday, May 7<sup>th</sup> at 8:00 am. Then beginning the week of May 2<sup>nd</sup> the Street Department will begin picking up leaves and brush starting in the neighborhoods by the D.C. Everest Jr. High. Schuster questioned if the Spring pickup is more of a problem due to rocks being in the ditches or on the shoulders that cause problems with the Vac Truck. Guild stated what he noticed more was the wetness of the leaves which tends to make pick up a little harder.

**F. REPORT FROM ADMINISTRATOR**

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Guild stated that the Village has completed the Sole of the Community Survey which measures resident attachment. Results will be released by UW-Oshkosh next week. He also stated there are also multiple Committee positions open, which are all online and residents can apply for them or contact Shawn or Brad in the Parks Department. Guild then talked about doing an audit expenses, man hours, and insurance costs having to do with all of the vandalism primarily in the parks. He would also like to put together a committee to brain storm how to identify who the vandals are and/or how to prevent the vandalism. With the warmer weather and baseball season approaching more and more people are at the parks and are seeing all of the graffiti. Guild explained that all park staff is working on getting everything cleaned up.

Fiene questioned the security cameras in which Guild stated he was disappointed with the original system and have replaced it with what the school system has which would give them access without actually being there. Sparks noted that even though they have immediate access they only have 3 officers on at a time (and with having over 1,000 calls in March it is hard to monitor the camera. Guild also stated that some communities have a "wall" where people can do their graffiti and it all be in one location and if there was bad stuff, staff would clean it up.

Guild then mentioned that the Village is looking at bringing back the Neighborhood meetings this summer.

**G. COMMUNICAITONS AND RECOMMEDATIONS FROM COMMITTEE MEMEBSRS.**

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Fiene re-explained the reason he voted "NO" on the IMR BP's Beer License was because they hadn't changed their name on the application to their S Corp company.

**H. Set next regular meeting date for Monday, May 23, 2016, at 6:30 P.M.**

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**I. ADJOURN.**

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*Schuster adjourned Community Life and Public Safety Meeting at 7:08 p.m.*

Fred Schuster, Trustee

Renee Hodell, Recording Secretary

**Village of Weston, Wisconsin**  
**OFFICIAL PROCEEDINGS OF THE PLAN COMMISSION AND**  
**JOINT TOWN & VILLAGE EXTRATERRITORIAL ZONING COMMITTEE**  
held on Monday, April 11, 2016 at 6:00 p.m., in the Board Room, at the Municipal Center  
Chairman White Presiding.

**A. OPENING OF SESSION AT 6:00 P.M.**

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1. Joint Town & Village of Weston Extraterritorial Zoning Committee meeting called to order by Diesen.
2. Plan Commission meeting called to order PC Chairman White.
3. Clerk will take attendance and roll call.

Roll call indicated 4 Joint Town & Village of Extraterritorial Zoning Committee members present.

<u>Member</u>	<u>Present</u>
Christiansen, Randy	NO
Diesen, Dave	YES
Hull, Mark	YES
Kollmansberger, Tina	YES
Olson, Milt	NO
Stenstrom, Mike	YES

Roll call indicated 6 Plan Commission members present.

<u>Member</u>	<u>Present</u>
Diesen, Dave	YES
Johnson, Marty	YES
Kollmansberger, Tina	YES
Schuster, Fred	YES
Stenstrom, Mike	YES
White, Loren	YES
Zeyghami, Hooshang	NO

Village Staff in attendance: Higgins, Donner, Guild, Tatro, Maguire, Wehner, and Parker. There were 7 audience members present.

4. Requests for Silencing of cellphones and other electronic devices.

**B. PUBLIC HEARINGS BEFORE VILLAGE PLAN COMMISSION AND JOINT TOWN & VILLAGE EXTRATERRITORIAL ZONING COMMITTEE**

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Diesen and White opened the public hearings at 6:09 p.m.

5. Ordinance No. 16-003 An Ordinance Amending Section 94.3.02 of the Zoning Ordinance Entitled *Treatment of Allowable Uses by Zoning District*.
6. Ordinance No. 16-004 An Ordinance Amending Section 94.4.02(4)7. of the Zoning Ordinance Entitled *Residential Land Use Types – Manufactured Home Community – Performance Standards*.
7. Ordinance No. 16-005 An Ordinance Amending Section 94.6.03(4), Figure 6.03 of the Zoning Ordinance Entitled *Conditional (C), Prohibited (R), And Permitted (P) Uses in WHP Overlay Districts*.
8. Ordinance No. 16-007 An Ordinance Amending Section 94.16.02(4) of the Zoning Ordinance Entitled *Zoning Administrator Review and Recommendation*, Section 94.16.02(5) of the Zoning Ordinance Entitled *Notice of Public Hearing*, Section 94.16.03 (4) of the Zoning Ordinance Entitled *Zoning Administrator Review and Recommendation*, Section 94.16.03(5) of the Zoning Ordinance Entitled *Notice of Public Hearing*, and Section 94.16.03(7) of the Zoning Ordinance Entitled *Review Criteria for Amendments to the Official Zoning Map*.
9. Ordinance No. 16-008 An Ordinance Amending Section 94.16.06(2), (3) and (4) of the Zoning Ordinance Relating to the Conditional Use Permit Approval Process.
10. Ordinance No. 16-009 An Ordinance Amending Section 94.16.11(4) and (5) of the Zoning Ordinance Relating to Variance Procedures.

11. Ordinance No. 16-010 An Ordinance Amending Section 94.16.13(4) of the Zoning Ordinance Relating to Concurring Vote and Decision of an Appeal of a Zoning Interpretation.
12. Ordinance No. 16-011 An Ordinance Amending Section 94.16.15(2) of the Zoning Ordinance Relating to Zoning Administrator Duties.
13. Ordinance No. 16-012 An Ordinance Amending Section 94.3.03(13) of the Zoning Ordinance Entitled *Utility Connections to Principal Building for Human Habitation*.
14. Ordinance No. 16-013 An Ordinance Amending Section 94.16.19(1) of the Zoning Ordinance Entitled *Violations*, and Section 94.16.19(3) of the Zoning Ordinance Entitled *Penalties*.
15. Ordinance No. 16-014 An Ordinance Amending Figure 5.01 (1) of the Village Zoning Ordinance Entitled *Rural, Open Space and Residential District Lot Dimension and Intensity Standards*.
16. Ordinance No. 16-015 An Ordinance Amending Section 94.5.08(1)(b) and (d) of the Zoning Ordinance Relating to Calculating Maximum Permitted Density in the AR District.
17. Ordinance No. 16-016 An Ordinance Amending Section 94.16.09(4) of the Zoning Ordinance Relating to Site Plan Procedures Application Contents.
18. Ordinance No. 16-006 An Ordinance Amending Section 94.13.08 of the Zoning Ordinance Entitled *One-Time Event Signs*.
19. Ordinance No. 16-021 An Ordinance Creating Section 94.4.10(13) of the Zoning Ordinance Entitled *Temporary Sales by Mobile Food Vendors and Adding This New Temporary Land Use to the Temporary Land Use Category Within the Charts Displayed in Figures 3.04 and 3.05 of the Village Zoning Ordinance and Amending Section 94.17.04 Definitions of the Zoning Code to Create Definitions Related to This New Use*.
20. Ordinance No. 16-022 An Ordinance Adopting the 2016 Official Zoning Map and Official Extraterritorial Zoning Map for the Village of Weston.

There were no comments from anyone in the audience.

Stenstrom confirmed these all include the Town too.

Diesen confirmed Ordinance 16-021 was similar to that of Wausau. Wehner stated it is, though we did not include the 32 square foot maximum requirement.

Stenstrom pointed out within Ordinance 16-005, in the table Figure 6.03, Asphalt products manufacturing plants are considered Conditional Uses within the WHP-A and WHP-B. Then within that same table, Petroleum products processing is considered Prohibited in WHP-A, and Conditional in WHP-B. Stenstrom feels these two land uses are basically the same, and would recommend that Asphalt products manufacturing plans be Prohibited (R) within the WHP-A Overlay District.

Higgins pointed out Ordinance 16-022 is to re-adopt the zoning map for the 2016 Official Zoning Map. This takes into consideration updated parcels, shoreland zoning, and Marathon County zoning.

**21. Discussion and Action by Joint Town & Village of Weston Extraterritorial Zoning Committee on Director's recommendation to approve the Zoning Ordinance Amendments Ordinance No. 16-003 through 16-016, 16-021 and 16-022, per the specifications, conditions, and limitations of the submitted staff reports, and forward to the Board of Trustees for their consideration and final approval.**

Diesen closed the hearing for the ETZ at 6:20 p.m.

*Motion by Stenstrom, second by Hull to approve the Zoning Ordinance Amendments Ordinance No. 16-003 through 16-016, 16-021, and 16-022, as discussed along with the recommended changes to the table Figure 6.03, within Ordinance 16-005, and forward on to the Board of Trustees for their consideration and final approval.*

Yes Vote: 4      No Votes: 0      Abstain: 0      Not Voting: 2      Result: PASS

<u>Member</u>	<u>Present</u>
Christiansen, Randy	NO
Diesen, Dave	YES
Hull, Mark	YES
Kollmansberger, Tina	YES
Olson, Milt	NO
Stenstrom, Mike	YES

**22. Discussion and Action by Village Plan Commission on Director's recommendation to approve the Zoning Ordinance Amendments Ordinance No. 16-003 through 16-016, 16-021 and 16-022, per the specifications, conditions, and limitations of the submitted staff reports, and forward to the Board of Trustees for their consideration and final approval.**

White received no comments from the audience, and closed the hearing at 6:21 p.m.

*Motion by Schuster, second by Diesen to approve the Zoning Ordinance Amendments Ordinance No. 16-003 through 16-016, 16-021, and 16-022, as discussed along with the recommended changes to the table Figure 6.03, within Ordinance 16-005, and forward to the Board of Trustees for their consideration and final approval.*

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

<u>Member</u>	<u>Voting</u>
Diesen, Dave	YES
Johnson, Marty	YES
Kollmansberger, Tina	YES
Schuster, Fred	YES
Stenstrom, Mike	YES
White, Loren	YES
Zeyghami, Hooshang	NO

**C. PUBLIC COMMENT – ETZ.**

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**23. Comments from the public on issues, which the ETZ has oversight, or on business items that might be recommended to the Board of Trustees.**

None.

**D. CONSENT ITEMS – ETZ.**

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**24. Approve previous meeting(s) minutes from the ETZ, March 14, 2016.**

*Motion by Hull, second by Stenstrom, to approve previous meeting(s) minutes from the ETZ, March 14, 2016.*

Yes Vote: 4      No Votes: 0      Abstain: 0      Not Voting: 2      Result: PASS

<u>Member</u>	<u>Present</u>
Christiansen, Randy	NO
Diesen, Dave	YES
Hull, Mark	YES
Kollmansberger, Tina	YES
Olson, Milt	NO
Stenstrom, Mike	YES

**E. ADJOURN ETZ**

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**25. Adjourn ETZ Committee.**

**Motion by Hull, second by Stenstrom to adjourn at 6:23 p.m.**

**F. PUBLIC COMMENT – PC**

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**26. Comments from the public on issues, which the PC has oversight, or on business items that might be recommended to the Board of Trustees.**

None.

**G. CONSENT ITEMS – PC**

**27. Approve previous meeting(s) minutes from the Plan Commission March 14, 2016, regular meeting.**

*Motion by Diesen, second by Johnson, to approve the Plan Commission March 14, 2016 regular meeting minutes.*

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

<u>Member</u>	<u>Voting</u>
Diesen, Dave	YES
Johnson, Marty	YES
Kollmansberger, Tina	YES
Schuster, Fred	YES
Stenstrom, Mike	YES
White, Loren	YES
Zeyghami, Hooshang	NO

**H. NEW BUSINESS - PC**

**28. Discussion and Action by Plan Commission on Director’s Recommendation to approve the Site Plan for Building and Parking Lot Additions at Briqs Soft Serve, 3907 Schofield Avenue (CSIT-3-16-1570), per the specifications, conditions, and limitations of the submitted staff report.**

Wehner explained the project. He stated due to a couple of things that do not meet code, this site plan is being brought before Plan Commission for their recommendation. With the landscaping, their point values do not match up to what the minimum points should be. Wehner did not see any information on what kind of materials are being used on the enclosure. In the new code, parking requirements are based on the size of the building. The number of proposed parking stalls exceeds the quantity they can have; however, when considering the nature of this business, they require more parking stalls to accommodate the number of customers who come here (which staff agrees with). The lighting plan does not show any lighting on the northeast corner of the property. This plan shows a painted pedestrian walkway from the right-of-way sidewalk partway up the driveway, but does not take you all the way up to the building, and with the amount of pedestrian traffic they receive, staff would like to see this pedestrian walkway continue all the way up to the building.

Tom Radenz, REI Engineering, introduced people in attendance who were part of this project (Kevin Briquelet Miller, Josh Osswald, Tom Ellenbecker). Radenz explained this is similar to the reconstruction of Briq’s in Wausau. They want to try to keep the business open while they perform the construction. He pointed out that due to the elevations, this site does not meet ADA requirements from the road up to the building, which is why there is the break in the pedestrian walkway. He explained the building additions and new features for open seating areas and dog walk area. He explained to Wehner that the details sheet of the site plan does explain the materials for the refuse/recycling enclosure, which will be cedar fence, stained to match the building.

Diesen questioned the metal shed on the property. Briquelet Miller indicated that the shed is planned to remain to be used for yard equipment, but that it will be painted to match the rest of the property.

There was lengthy discussion on the pedestrian walkway. Radenz explained that the ADA requirements are that a walkway needs to be provided from the building to the nearest parking stall, and that due to the elevations of this site, they would be violating ADA standards by placing the walkway from the building all the way to the right-of-way. There will be a pedestrian walkway from the right-of-way up to the parking lot.

There was lengthy discussion on the landscaping point requirements, and how their accommodating the parking needs for their customers is what is creating a hardship for them in meeting the general yard landscaping requirements. Higgins reminded that Plan Commission has the authority to allow modifications in the requirements. There was discussion of allowing the applicant to work with staff to meet at minimum 2,162 points.

**Motion by Johnson, second by Kollmansberger, to approve CSIT-3-16-1570 per staff recommendations (which includes the lighting issue and to allow the parking to exceed the 150%) and the owners working with staff on the landscaping points to achieve 2,162 points, and the condition that there be a pedestrian concrete sidewalk and then a striped crosswalk across the drive thru lane to the center island.**

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

<u>Member</u>	<u>Voting</u>
Diesen, Dave	YES
Johnson, Marty	YES
Kollmansberger, Tina	YES
Schuster, Fred	YES
Stenstrom, Mike	YES
White, Loren	YES
Zeyghami, Hooshang	NO

**29. Discussion and Action by Plan Commission on Director’s Recommendation to approve the Zoning Permit for IMR BP, 4101 Schofield Avenue (ZONE-3-16-6594), per the specifications, conditions, and limitations of the submitted staff report.**

Owners, Irv and Keith Rybacki were present via international phone conference.

Wehner explained this project, where the owners would like to convert a large office area into a small bar and tasting area. Initially concerns with parking, which the owners have been able to show they meet the minimum parking spaces required, showing they have 19 parking spaces, though they only need 16 per code. The other concern staff has is with the que for the car wash, which if not properly maintained, could cause problems for egress and ingress. The owners have shown that there is adequate room; however, car wash customers would need to drive partially on the neighboring property to the south, which Rybacki’s do have permission from the neighbor (Sanders) allowing this to occur. Staff would like to see a cross access agreement between the two owners indicating this. Staff also would like to see striping for the parking stalls and for the car wash que. There was also discussion of pedestrian crosswalk striping to be added at the time they upgrade their parking lot.

Higgins explained that normally a Zoning permit would not come before Plan Commission, as they normally are approved by staff; however, Trustee Ziegler requested when this proposed use came back for review that it come before Plan Commission for their consideration, because the building plans did not meet State code. She explained there will not be any exterior remodeling occurring, and there will be no access through the building from the convenience store to the tasting room (customers will have to enter through other exterior doors). She stated both will have their own restrooms, which are ADA compliant.

Schuster asked Rybacki if it is their intent to install gambling machines. Rybacki answered “no” to Schuster’s question.

Higgins stated upon this approval by Plan Commission, the next step will be Rybacki’s liquor license going before the CLPS committee for consideration (which will be held Monday, April 25<sup>th</sup>).

**Motion by Kollmansberger, second by Johnson, to approve ZONE-3-16-6597, per staff recommendation.**

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

<u>Member</u>	<u>Voting</u>
Diesen, Dave	YES
Johnson, Marty	YES
Kollmansberger, Tina	YES
Schuster, Fred	YES
Stenstrom, Mike	YES
White, Loren	YES
Zeyghami, Hooshang	NO

**I. DISCUSSION AND REVIEW OF COMPREHENSIVE PLAN DRAFT CHAPTERS**

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**30. Chapter 2 Community Vision**

Higgins pointed out the changes to the chapter, based on everyone’s comments. This will now go back to Mark Roffers, who will be taking all of the chapters and renumbering and reorganizing their placements. These will then come back to PC for final review and recommendation to the Board for approval in August. She stated the Economic Development Chapter is the only one yet hanging out there.

*Motion by Schuster, second by Johnson, to approve Chapter 2 Community Vision, to approve and move this on to the final approval process.*

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

<u>Member</u>	<u>Voting</u>
Diesen, Dave	YES
Johnson, Marty	YES
Kollmansberger, Tina	YES
Schuster, Fred	YES
Stenstrom, Mike	YES
White, Loren	YES
Zeyghami, Hooshang	NO

**J. REPORTS FROM STAFF**

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**31. Report from Planning and Development Director.**

Higgins pointed out her monthly report. Higgins requested, if possible, on May 9<sup>th</sup>, for the Plan Commissioners to arrive early (at 4:30 p.m.) to be present for the JSD presentation of the SE Quadrant Neighborhood Plan. This will consist of a half hour presentation, followed by an hour-long open house. Plan Commission will then hold their regular meeting that night at 6:00 p.m. This presentation will take the place of the CDA meeting. She brought up upcoming meetings with staff, JSD, DOT, and DNR, on the SE Quadrant project.

**32. Staff Report on staff-approved CSM’s, Site Plans, Sign Permits, Commercial Zoning Permits, and Certificate of Occupancies issued since last reported of 03/14/2016.**

**K. REMARKS FROM COMMISSIONERS.**

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Diesen stated he will not be present at the May 9<sup>th</sup> meeting.

White announced to the Plan Commission the resignation letter submitted to him by Stenstrom, and thanked Stenstrom for his years of service on the Plan Commission and ETZ.

**L. DISCUSS ITEMS TO BE INCLUDED FOR NEXT AGENDA.**

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**M. Set next regular meeting date for Monday, May 9, 2016, at 6:00 P.M.**

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- \* **SE Quadrant Open House on Monday, May 9, 2016.**
  - \* **Formal Presentation by JSD to CDA & PC from 4:30 – 5:00 p.m.**
  - \* **Public Engagement Session and Open House from 5:00 p.m. – 6:00 p.m.**

**N. ADJOURN.**

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**13. Adjourn Plan Commission.**

**Stenstrom motioned, Kollmansberger seconded to adjourn at 7:40 p.m.**

Loren White, Chairman  
Jennifer Higgins, Director of Planning & Development  
Valerie Parker, Recording Secretary

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

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**June 27, 2016**

**MEETING PACKET COVER SHEET**  
**AGENDA ITEM –E.11**



**MEMORANDUM**  
**VILLAGE OF WESTON**  
**RENEE HODELL; TAXPAYER RELATIONS COORDINATOR**

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TO: CLPS Committee  
DATE: June 24, 2016  
RE: Taxpayer Relations Coordinator Report

**Nuisances Issues**

There continues to be multiple complaints regarding tall grass and weeds throughout the community. Letters/emails have been sent informing residents and property owners of the ordinance violation and the what the cost and fine would be if the Village had to send someone to mow. Some are foreclosures, some are businesses or vacant lots, and some are just ones that the residents that are not mowing.

There are also complaints on property maintenance with various junk and debris scattered throughout the property and/or vehicles parked on the lawn, unlicensed or inoperable. There were a few citations that were issued to properties where didn't comply with Village ordinances even after a letter was sent.

**Farmer's Market**

The Farmer's Market which opened on May 7<sup>th</sup> is starting to get into full swing as vendor's crops are starting to come in. Each week there are more vendors with last week having over 30 vendors on Saturday. One of the new vendors this year is [Fresh Ice Cream Rolls](#), which is a must try. There is also a new Kettle Corn vendors who also has Bubble Tea, Slushies and Jumbo Pretzels. On Tuesday's, Wisconsin General Store is at the Market with a variety of sauces and meats in including bacon, chicken beef, and brats.

Beginning on Saturday, June 25 entertainment will begin with the [A3 Band](#) from 10am – Noon. They are a family of 3 who plays a wide variety of music including, pop, classic rock, country, folk and more. In July Chad Brecke from String Cheese and Max Koepke will be performing. And if the weather is nice the Master Gardner's will be at the Market to help people with gardening questions. There were 9 vendors there with a couple of them there with vegetables. The Market is open on Tuesday's and Saturday's from 8:00 am to sold out (around 2:00pm).

**Miscellaneous**

The July/August edition of The Weston Wire Newsletter is being put together to hit resident's mailboxes the first week in July.,

Updating website and social media sites with current and special events happening in the community along with Village projects. Creating and inserting articles for This Week In Weston.