



Village of Weston, Wisconsin  
MEETING NOTICE

- Meeting of:** COMMUNITY LIFE & PUBLIC SAFETY
- Members:** Schuster {c}, Ziegler, Fiene, Kienbaum, Martin
- Date/Time:** Monday, September 26th @ 6:00 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 9/21/2016 @ 9:15 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 & PUBLIC SAFETY COMMITTEE

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This regular meeting of the Village of Weston's Community Life and Public Safety Committee, composed of five (5) members, will convene at the Weston Municipal Center, in the Board Room, at 5500 Schofield Avenue, Weston, WI, on **MONDAY, SEPTEMBER 26, 2016, AT 6:00 P.M.** to consider, and potentially take action on all of the following matters:

**A. OPENING OF SESSION** - - Meeting called to order by Trustee Schuster at 6:00 p.m.

1. Request for silencing of cellphones and other electronic devices.
2. Acknowledgment of visitors, by the chair, if any are present.

**B. ROLL CALL** - - Recording Secretary/Clerk will take attendance and roll call.

**C. OPPORTUNITY FOR CITIZENS TO BE HEARD ON MATTERS PERTAINING TO COMMITTEE BUSINESS AND TOPICS WHICH IT HAS OVERSIGHT** - - Speakers must fill out a "Request to Comment" card, and give it to the Record Secretary/Clerk. Comments from individuals will be limited to five minutes.

**D. PRESENTATIONS** - - None scheduled.

**E. REPORTS.**

3. [Everest Police Department.](#)
4. South Area Fire and Emergency Response District.
  - [1<sup>st</sup> Amendment to Charter.](#)
  - [fy2017 operating and capital budget proposal.](#)
  - [fy2017 proposal for fiscal agent services with WIPFLI.](#)
  - [Strategic Plan](#)
5. Village Planning and Development Department.
  - [Uniform addressing update](#)
6. [Village Taxpayer Engagement and Communications.](#)

**F. NEW BUSINESS.**

7. [Approve meeting minutes from August 22, 2016.](#)
8. SAFER Training Center.
9. [Raze Order of residential home at 4803 Mesker Street.](#)
10. Mobile Home Park inspections

**G. REPORT FROM ADMIN ON MATTERS RELATED TO COMMUNITY LIFE, & PUBLIC SAFETY.**

11. [Board of Trustee action on potential anti-gambling ordinance.](#)
12. [Plan Commission // Board of Trustee action on Chicken ordinance.](#)

**H. COMMITTEE MEMBER REPORTS.**

**I. ANNOUNCEMENTS.**

**J. NEXT MEETING DATE:** Mon, 10/24, @ 6:00 P.M., and discuss items for next agenda.

**K. 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 9/23/2016 @ 2:45 p.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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**September 26, 2016**

**MEETING PACKET COVER SHEET**  
**AGENDA ITEM –E.3.**



## EVEREST METRO POLICE DEPARTMENT

### VILLAGE OF WESTON – BOARD MEETING SEPTEMBER 19, 2016

#### AUGUST 2016 STATS – Village of Weston

Accidents:	27
Property Damage only	19
Injury Accidents	1
Hit & Run Accidents	7
Total Calls for Service:	959

#### Stillwater Landing Trailer Park

August 2016 calls for service – 24\* August 2015 – 33 calls

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

#### Drug Activity

I have attached a copy of the August Drug Related Cases spreadsheet. This continues to be the biggest threat facing our community and the current trends are troubling. Our drug investigators continue to see meth and heroin as the primary drug problems in our community. Our drug investigators also advised that Fentanyl is also being sold and distributed in Marathon County. We have active drug house and drug dealing in both Schofield and Weston with a number of active investigations ongoing.

Over the Labor Day Weekend, there were 12 overdose related deaths in the Milwaukee area alone. We had also experienced a number of overdoses in Marathon County in the recent past and Fentanyl and other drugs / substances that are used as cutting agents with heroin are always a concern. The problem with having Fentanyl in our local supply is also a big concern for our officers and emergency responders as Fentanyl can be absorbed through the skin on contact. In Connecticut, eleven members of the Hartford Police Department SWAT team were sent to the hospital after becoming sick during a Connecticut drug bust after bursting into a Hartford apartment and finding themselves in a cloud of suspected drug particles. The officers were eventually released from the hospital after being treated for symptoms including nausea, light-headedness, sore throat and headaches.

Both Fentanyl exposure as well as the prevalence of needles poses significant risks to our officers. We had a needle prick injury to one of our officers from a dirty hypodermic needle just this past week after being called to a laundromat in Weston where dirty / used needles were found in a bathroom. While attempting to package the needle, the officer received a needle stick to a finger and must now undergo follow-up testing to ensure there wasn't a health related transmission.

We have had a couple of Drug related OWI offenses in the past few weeks and these are on the rise. While every officer is trained on the investigation of alcohol related Operating While Intoxicated offenses and there are standardized field sobriety tests that all officers are trained in, drug related OWI offenses offer additional challenges to successfully arrest and prosecute. We have one officer trained as a Drug Recognition Expert (DRE) right now. We were able to utilize

our DRE trained officer on one arrest and utilized a DRE officer from the Sheriff's Department on the other arrest. There are very few officers that have this level of training. The training is extensive and requires a couple of steps to obtain certification. Sgt. Nick Aldrich is our trained DRE officer and spent three weeks training in Milwaukee last year as part of his training. In regular training for OWI field sobriety testing, officers perform tests on volunteer subjects that have been drinking (usually other officer in the training course). Officers need to conduct DRE related sobriety testing as part of the DRE training, and because we are not going to have volunteer officers consume illegal narcotics and drugs, the DRE training is conducted in Milwaukee in high drug use areas. They are able to interact with citizens that are already under the influence of drugs that volunteer, without fear of arrest, to participate in these DRE field sobriety tests. DRE related OWI arrests also require the use of a blood draw versus being able to use an Intoximeter to measure a subject's blood alcohol level. Absent a subject's consent for a blood draw, DRE related arrests also require the use of a search warrant to obtain a blood sample, which requires significantly more time to process an arrest.

We will be sending an additional officer through the DRE training within the next year and will eventually have a DRE trained officer on each shift to address this growing need.

# Everest Metro Police Department stats From 8/1/2016 to 8/31/2016

## Case Number Stats

	City	Other	Town	Village	Total
Accident Hit and Run	1	0	1	7	9
Accident Iniurv	2	0	0	1	3
Accident Property Damaae	5	0	0	19	24
Aaencv Assist	1	0	0	2	3
Aaaravated Assault	1	0	0	0	1
Bail Jumpina	0	0	0	1	1
BATTERY	0	0	0	1	1
Buralarv	0	0	0	3	3
CHILD NEGL	0	0	0	2	2
CITES PRKG	1	0	0	1	2
CITES UTC	32	0	5	77	114
CIVIL ASST	0	0	0	1	1
Criminal Damaae	1	0	0	6	7
DC	1	0	0	5	6
DC MV	0	0	0	4	4
Death Investiaation	1	0	0	0	1
Domestic	0	0	0	6	6
Druas	2	0	0	13	15
Endanaerina Safetv	0	0	0	1	1
Fire Investiaation	0	0	0	1	1
FIREWORKS	0	0	0	1	1
Foraerv	0	0	0	1	1
Fraud	1	0	0	3	4
Lost and Found	0	0	0	1	1
MENTAL COM	1	0	0	4	5
Misc Investiaation	1	0	0	0	1
OWI	1	0	0	2	3
PHY ABU	0	0	0	1	1
Prob/Parole Viol	2	0	0	3	5
Restrain Ord Viol	1	0	0	2	3
Runawav	1	0	0	3	4
Sex Crime	1	0	0	1	2
STN PR REC	1	0	0	0	1

## Noteworthy Cases:

Office Bar Agg Assault E3  
 Resisting Arrest E2  
 Captain/Det. Drug Arrest E2

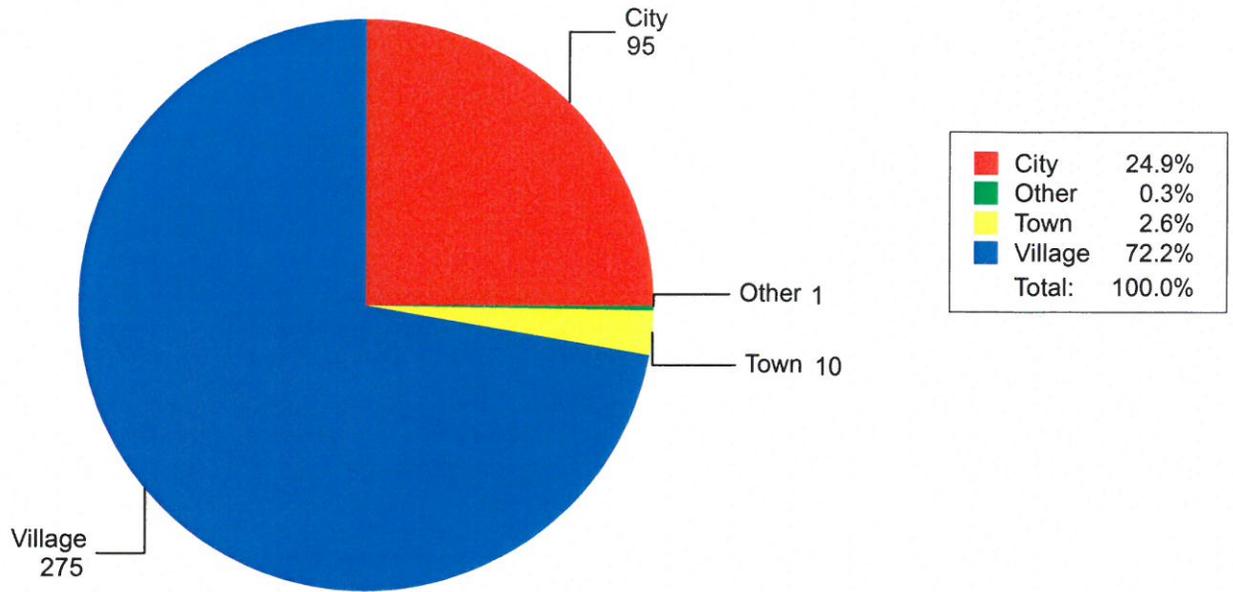
	Total
	2
City	245
Other	31
Town	23
Village	959
Total	1,260

# Everest Metro Police Department stats From 8/1/2016 to 8/31/2016

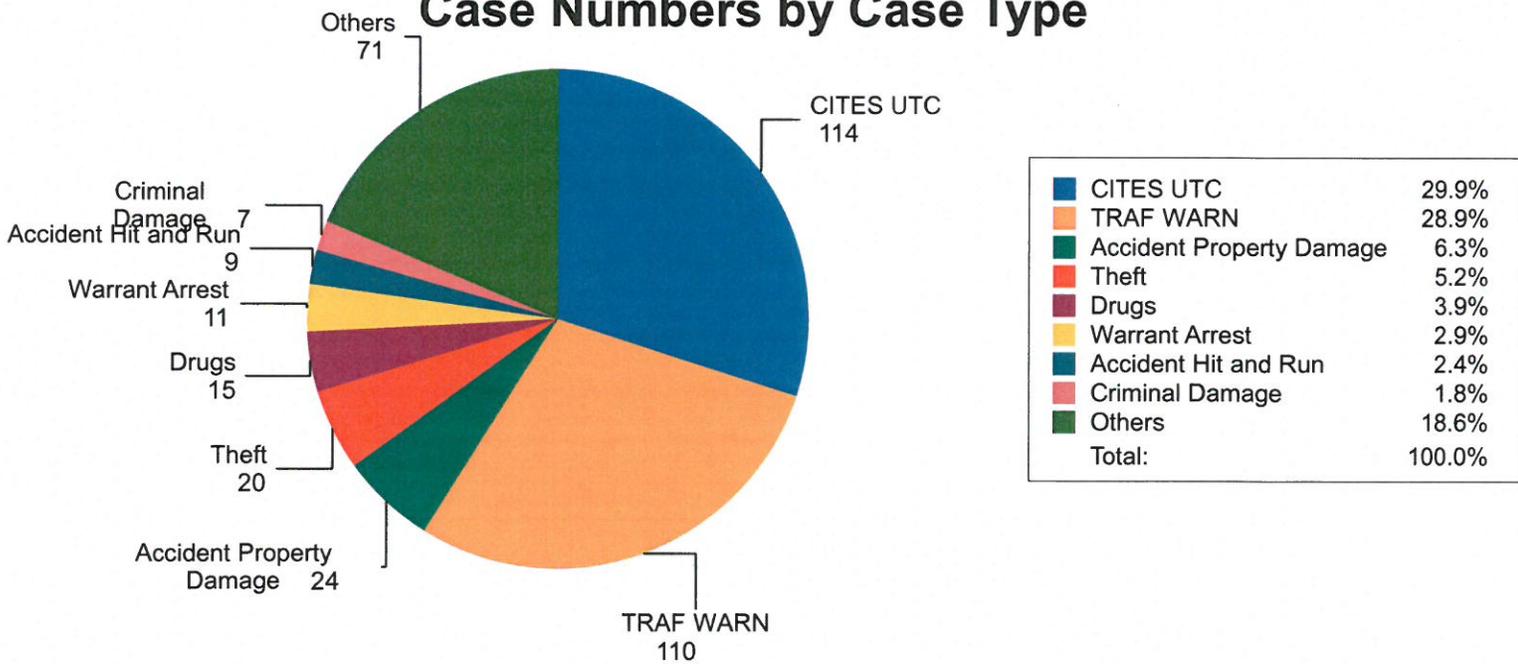
	City	Other	Town	Village	Total
<b>Theft</b>	4	0	1	15	20
<b>TOB PROV</b>	0	0	0	2	2
<b>TRAF WARN</b>	29	0	3	78	110
<b>TRESPASS</b>	0	0	0	1	1
<b>Warrant Arrest</b>	4	1	0	6	11
<b>Total</b>	95	1	10	275	381

# Everest Metro Police Department stats From 8/1/2016 to 8/31/2016

## Case Numbers by Area



## Case Numbers by Case Type



### August 2016 EMPD DRUG RELATED CASES

#	DATE	TOTAL CASE #	VILLAGE	CITY	TOWN	TIP	OTHER CHARGES	DRUG CHARGES/COMMENTS	CASE STATUS
1	08/06/16	16-3388	x				Probation violation	Two parties behaving suspiciously at a local business. Their vehicle was searched based on K-9 alert. Methamphetamine paraphernalia located. One male party arrested.	CBA
2	08/07/16	16-3391	x				Obstructing, bail jumping, outstanding warrant	Male party reportedly passed out in a vehicle in the parking lot of a local business. Male found to be in possession of methamphetamine paraphernalia and trace amounts of methamphetamine.	CBA
3	08/07/16	16-3396	x				Probation violation	Male party observed behaving strangely in parking lot of local business. Admitted to using methamphetamine earlier in the day. Transported by ambulance to Saint Clare's Hospital and then transported to the Marathon County Jail on a probation violation.	CBA
4	08/09/16	16-3413	X					stolen oxycodone	closed
5	08/10/16	16-3419	x					keeper of dwelling where controlled substances used/sold	active
6	08/10/16	16-3426	x					reckless driving with drug paraphernalia inside vehicle	active
7	08/13/16	16-3471	X				dom abuse, dc, probation violation	poss cocaine and drug paraphernalia	cba
8	08/14/16	16-3478		x			prob & traffic	poss meth	cba
9	08/14/16	16-3473	X					adverse effect of heroin	closed
10	08/12/16	16-3466	x					possible cocaine and marijuana use	active



**4311 SCHOFIELD AVENUE**

August 2016

<b>TLR #</b>	<b>DATE OF INCIDENT</b>	<b>TYPE OF INCIDENT</b>	<b>EVENT #</b>
<b>No #</b>	08/05/16	Civil complaint - get receipts from management	160097269
<b>No #</b>	08/13/16	911 hang up	160100923
<b>No #</b>	08/20/16	Traffic stop	160103851
<b>No #</b>	08/26/16	Criminal damage to property	160106244
<b>1</b>			
<b>2</b>			
<b>3</b>	08/04/16	Warrant service	160096642
<b>3</b>	08/09/16	Warrant service	160098986
<b>4</b>			
<b>5</b>			
<b>6</b>			
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# 4311 SCHOFIELD AVENUE

August 2016

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48	08/14/16	Burglary	160101374
48	08/15/16	Follow up	160101525
49			
50			
51			
52			
53			
53			
54	08/03/16	Criminal Misc - get property back	160096283
55			
56	08/04/16	Process service	160096668
57			
58			
59			
60			
61			
62	08/28/16	Repossessed vehicle	160107329
63			
64			
64B			
64C			
65			
66	08/11/16	Vehicle lockout	160099950
			160100044
			160100045
66	08/11/16	Medical emergency (3 calls)	160100046
66	08/19/16	Traffic misc-welfare	160103234
67			
68			
69			
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72			
73	08/31/16	Criminal misc - concerns of bullying	160108718
74			
75			

4311 SCHOFIELD AVENUE

August 2016

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91	08/17/16	Welfare check	160102495
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101			
102			
103			
104			
105			
106			
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113	08/29/16	911 hang up	160107597
114			
115			
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# 4311 SCHOFIELD AVENUE

August 2016

121			
122			
123	08/07/16	Medical emergency (3 calls)	160098094 160098095 160098096
124			
125			
126			
127	08/04/16	Process Service	160096675
128			
129			
130			
131	08/29/16	Noise call	160107844
132			
133			
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**Village of Weston, Wisconsin**  
**REGULAR MEETING OF THE BOARD OF TRUSTEES**

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**September 26, 2016**

**MEETING PACKET COVER SHEET**  
**AGENDA ITEM –E.4.**



**FIRST AMENDMENT TO THE  
CHARTER OF  
SOUTH AREA FIRE & EMERGENCY RESPONSE DISTRICT**

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**THIS AGREEMENT** is made, this 22 day of September, 2016, by and between the Town of Rib Mountain ("Rib Mountain"), a political subdivision of the State of Wisconsin, Marathon County and the Village of Weston ("Village of Weston"), a political subdivision of the State of Wisconsin, Marathon County, (collectively referred to herein as "the Municipalities" or singularly "the Municipality"), is entered into pursuant to the authority of Wis. Stats. §§66.0301, 60.55, and 61.65; and

**WHEREAS**, the Village of Weston and the Town of Rib Mountain provide fire protection, emergency medical services and certain other approved and related emergency services within, and for, the geographical area in each political jurisdiction, and beyond, as described in the S.A.F.E.R. Charter entered into between them on June 11, 2013 (the "Charter"); and

**WHEREAS**, the Village of Weston and Town of Rib Mountain reaffirm their commitment and determination that it is in their best interest to continue a fire department and ambulance service to be called the South Area Fire & Emergency Response District (hereinafter "the District") pursuant to Wis. Stats. §§60.55, 61.65 and 66.0301; and

**WHEREAS**, it is the common understanding of the Municipalities that creating and continuing the District will provide greater protection against fire losses within the Municipalities, a more effective and efficient firefighting and emergency medical service agency, and financial savings and benefits to the Municipalities' taxpayers; and

**WHEREAS**, the Municipalities have agreed that the District shall continue in a hybrid model of combining full-time and paid-on-call professionals; and

**WHEREAS**, the Municipalities shall continue to retain ownership of their buildings where the District is housed; and

**WHEREAS**, by this First Amendment, the Municipalities wish to amend, update and supersede the Charter dated June 11, 2013; and

**NOW, THEREFORE**, the Municipalities jointly agree that the Charter is hereby amended and superseded as set forth herein. However, the purpose and establishment set forth in the Charter shall continue. Specifically, for the furnishing of firefighting services and medical ambulance services to the territory included within that area defined herein to be maintained and operated in accordance with the following, terms, conditions and plan:

**I. PURPOSE**

The purpose of the District is to provide fire protection, emergency medical service and certain other approved and related emergency services to the Municipalities and to such other areas with whom the District may contract.

The District will operate primarily within the "primary service area", which shall include the Municipalities. The service area of the District may include contracted Fire/EMS response services outside of the Municipalities.

**FIRST AMENDMENT TO THE  
CHARTER OF  
SOUTH AREA FIRE & EMERGENCY RESPONSE DISTRICT**

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**II. GOVERNANCE**

The South Area Fire & Emergency Response District shall be governed by a Board of Directors (hereinafter referred to as "the Board"), whose powers, duties, and responsibilities are enumerated here:

1. Board Members and Terms of Office. Subject to II. 2, the Board shall consist of five (5) Directors, of which:
  - a) The Rib Mountain Town Board Chairperson (or his/her designee); who shall hold this position on the Board for the length of their tenure as Town Board Chairperson;
  - b) The Village of Weston President (or his/her designee); who shall hold this position on the Board for the length of their tenure as Village President;
  - c) A citizen of the Town of Rib Mountain, recommended by the Rib Mountain Town Board Chairperson, and approved by the Rib Mountain Town Board of Supervisors. The Director's recommendation shall be made annually, no later than April 30<sup>th</sup>, and shall be approved no later than May 31<sup>st</sup>. The length of the term shall be for one year from June 1 to May 31<sup>st</sup> annually.
  - d) A citizen of the Village of Weston, recommended by the Village of Weston President, and approved by the Village of Weston Board of Trustees. The Director's recommendation shall be made annually, no later than April 30<sup>th</sup>, and shall be approved no later than May 31<sup>st</sup>. The length of the term shall be for one year from June 1 to May 31<sup>st</sup> annually.
  - e) A fifth member, being either a citizen of the Municipalities, or a citizen of territory served by the District under contract, being jointly selected by the Rib Mountain Town Board Chairperson and the Village of Weston President, and approved by a majority vote of the Board. The Director's recommendation shall be made annually, no later than April 30<sup>th</sup>, and shall be approved no later than May 31<sup>st</sup>. The length of the term shall be for one year from June 1 to May 31<sup>st</sup> annually.
2. Future Board Expansion. If a new municipality joins the District, then the chief elected official (or his/her designee) of the new municipality shall be added as a Director and join the Board. At such time as a sixth member municipality joins the District, the Village of Weston and Town of Rib Mountain shall each designate one additional member to the Board.
3. Quorum. A majority of the members of the Board shall constitute a quorum.
4. Official Action. Except as expressly provided in this Amended Charter, an act of a majority of the members of the Board present at a meeting, in which a quorum is present shall be the act of the Board.
5. Meetings. Meetings of the Board shall be held at least once each calendar quarter, and/or otherwise at the call of the Board's Chairperson, or upon the written request of at least two (2) members of the Board. Notice of a meeting of the Board shall be given to the members in writing not less than 24 hours prior to the time of the meeting and comply with Wisconsin State public meeting notice requirements.

**FIRST AMENDMENT TO THE  
CHARTER OF  
SOUTH AREA FIRE & EMERGENCY RESPONSE DISTRICT**

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6. Voting Requirements Exception. The affirmative vote of all Board members shall be required for:
  - a) The purchase or sale of any asset having a value in excess of \$50,000.00; and
  - b) The abandonment or relocation of any fire station; and
  - c) Any amendments to this Amended Charter;
7. Officers. The Board shall elect a Chair and a Vice Chair. The officers shall be elected at the first meeting of the Board occurring after June 1 of each year, and officers elected shall hold their office for a period of one (1) year, or until their successors are duly elected and qualified.
8. Compensation. The District shall not compensate the Board members for their services. However, Board members may be reimbursed for actual necessary expenses incurred if so authorized by the Board. Board members may be compensated by their respective Municipality as each Municipality may determine.
9. Powers. Except as limited by this Amended Charter or amendments hereto, the Board shall have all the power and duties authorized under the Wisconsin Statutes relating to the operation of the District. Such powers shall include, but not be limited to, the following:
  - a) In case of the death, disability, resignation, discipline, or termination of the Fire Chief for cause, to designate an interim Fire Chief until a new Fire Chief is selected by the Commission.
  - b) To negotiate, and approve or reject mutual aid agreements with other fire departments and to authorize execution of such agreements.
  - c) To own, purchase, encumber, sell, or lease real property in the name of the District, for the purposes of the District, upon such terms and conditions as it deems appropriate.
  - d) To own, hire, rent, lease, purchase, encumber and sell vehicles, equipment, services or other personal property or supplies for District purposes, upon such terms and conditions as it deems appropriate.
  - e) To adopt bylaws, procedures, personnel rules, and operating policies and rules.
  - f) To contract to provide fire protection services or ambulance services or both to or for other Municipalities or portions of other Municipalities upon such terms and conditions as it deems appropriate.
  - g) To establish rates of pay and fringe benefits for all employees and members of the District.
  - h) No more often than annually to establish a uniform fee for fire inspections within the Municipalities and primary service area of the District to be paid by the property owner. In addition to the uniform fee, a mileage rate may be charged for inspections.
  - i) To establish annually a base fee to be paid by each municipality in the District.

**FIRST AMENDMENT TO THE  
CHARTER OF  
SOUTH AREA FIRE & EMERGENCY RESPONSE DISTRICT**

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- j) To establish annually a uniform rate per call to be charged for fire services provided outside the primary service area.
  - k) To establish a uniform rate per call to be charged to each individual for ambulance services provided within the primary service area; a uniform rate per call to be charged to each individual for ambulance services provided outside the primary service area; mileage rates to be charged for use of District vehicles; and rates to be charged for supplies expended.
  - l) To designate a depository for District funds.
  - m) To secure insurance for the District including, without limitation, fire and casualty, liability, workers' compensation, and errors and omissions coverage.
  - n) To sue and be sued in accord with state law.
  - o) To designate an official newspaper for required publications by the District.
  - p) To exercise such additional powers as are authorized by law and as are reasonably necessary to effectuate the purposes of the District and to the exercise of the authorities granted by this Amended Charter.
10. To the extent necessary, the competitive bidding requirements of the state statutes shall be complied with. However, at a minimum, all purchases which exceed \$50,000.00 shall require an attempt to obtain a minimum of three (3) bids from vendors. Purchases exceeding \$150,000.00 shall require a sealed bid process to be opened by the Board at a board meeting.

**III. FIRE COMMISSION**

The Municipalities hereby wish to continue a Fire Commission (hereinafter referred to as "the Commission") as provided by Wis. Stat. §§ 61.65 and 62.13, whose powers, duties, and responsibilities are enumerated here:

- 1. Selection of Commissioners. The Commission shall continue to have five (5) members, whom shall be referred to as Commissioners. Current members of the Commission shall continue to serve their appointments until June 30<sup>th</sup>, 2017, following which;
  - a) One (1) commissioner shall be selected from a citizen of the Town of Rib Mountain, whom shall be recommended by the Rib Mountain Town Board Chairperson, and then approved by the Rib Mountain Town Board of Supervisors. The Chairperson's recommendation shall be made, no later than April 30<sup>th</sup>, and shall be approved no later than May 31<sup>st</sup>. The length of the term shall be for two (2) years from July 1<sup>st</sup>, 2017 to June 30<sup>th</sup>, 2019, or until a successor is duly appointed. Future appointments will be filled in the same manner as the original appointment and whose term of office shall be for two (2) years or until a successor is duly appointed.
  - b) One (1) commissioner shall be selected from a citizen of the Village of Weston, and shall be recommended by the Village of Weston President, and then approved by the Village of Weston Board of Trustees. The President's recommendation shall be made, no later than April 30<sup>th</sup>, and

**FIRST AMENDMENT TO THE  
CHARTER OF  
SOUTH AREA FIRE & EMERGENCY RESPONSE DISTRICT**

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shall be approved no later than May 31<sup>st</sup>. The length of the term shall be for two (2) years from July 1<sup>st</sup>, 2017 to June 30<sup>th</sup>, 2019, or until a successor is duly appointed. Future appointments will be filled in the same manner as the original appointment and whose term of office shall be for two (2) years.

- c) The remaining three (3) commissioners shall be selected by majority vote of the Board at an organizational meeting of the Board, which shall take place during the month of June, annually. Commissioners shall be nominated by members of the Board and approved by majority vote. The Commissioners will be selected from eligible citizens of the Municipalities, or from citizens of municipalities served by fire/ems service contracts with the District. The length of the term shall be for one (1) year from July 1<sup>st</sup>, 2017 to June 30<sup>th</sup>, 2018, or until a successor is duly appointed and may be reappointed for unlimited additional terms thereafter.
  - d) Vacancies shall be filled by appointment for any unexpired term by the appointing municipality in the same manner as original appointments are made.
- 2. Quorum. A majority of the members of the Commission shall constitute a quorum.
  - 3. Official Action. The act of a majority of the members of the Commission present at a meeting in which a quorum is present shall be the act of the Commission.
  - 4. Meetings. Meetings of the Commission shall be held as required, but at least once during each calendar year. Meetings of the Commission shall be held upon the call of the Chair or upon the written request of at least two (2) members of the Commission. Notice of a meeting of the Commission shall be given to the members in writing not less than 24 hours prior to the time of the meeting.
  - 5. Officers. As soon as practicable after the initial appointments, the Commission shall elect a Chair and a Vice Chair. The officers shall be elected at the first meeting of the Commission occurring after July 1<sup>st</sup> of each year, and officers elected shall hold their office for a period of one (1) year, or until their successors are duly elected and qualified.
  - 6. Compensation. As compensation for their service, the Commissioners shall receive a per diem dollar amount which shall be set by the Board of Directors. In addition, the Commissioners may be reimbursed for actual necessary expenses incurred if so authorized by the Board of Directors and if funds are contained within the approved budget.
  - 7. Powers. The Commission is to be subject to the provisions of Wis. Stats. §62.13 (2) to (12), exclusive of (6), pertaining to a board of police or fire commissioners or to appointments, promotions, suspensions, removals, dismissals, reemployment, compensation, rest days, exemptions, organization and supervision of departments, contracts and audits to the extent that the provisions apply to 2<sup>nd</sup> and 3<sup>rd</sup> class cities.

#### IV. ADMINISTRATION

Day-to-day administration of the District's services, personnel, and equipment shall be conducted by the Fire Chief, subject to the approval of the Board. The District may employ the following positions,

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who shall have those duties and responsibilities as set forth below and as described and set forth in each positions Job Description:

1. Fire Chief. The Fire Chief shall be generally responsible for the supervision, scheduling, education, organization, and administration of the firefighting personnel and equipment.
  - a) The Fire Chief shall be selected by the Commission. Qualified candidates will be subject to the interview process and a final selection will be made by a majority vote by the Commission.
  - b) The Fire Chief shall have authority, subject to approval by the Commission-designate a Deputy Fire Chief.
  - c) The Fire Chief shall evaluate firefighting personnel, vehicles, supplies, equipment, and services available to the District and shall make recommendations for their purchase or hiring to the Board and/or Commission.
  - d) Upon prior approval by the Chair of the Board or the Vice Chair of the Board, the Fire Chief may purchase any unbudgeted items he/she deems necessary without prior approval of the Board not to exceed \$5,000.00.
  - e) The Fire Chief shall perform such other and additional related duties as are authorized by law and/or as accorded to him by the Board to achieve the purposes of the District.
2. Deputy Fire Chief. The Deputy Fire Chief shall act as Fire Chief during the absence of the Fire Chief, and shall perform such District duties as are assigned to him by the Fire Chief.
3. EMS Division Chief. The EMS Division chief shall plan, direct, manage and evaluate the Emergency Medical Services of the district while maintaining department records and assisting in the day to day administrative duties.
4. Battalion Chiefs. The Battalion Chiefs (Shift Commanders) shall be generally responsible for the supervision of personnel during their shift for both nonemergency and emergency activities in accordance with the Board approved current job descriptions. The Fire Chief shall appoint, subject to the approval of the Commission, all Battalion Chiefs.
5. Fire Inspector. The Captain of the Inspection Bureau (Fire Inspector) shall be responsible for; completing fire inspections in all Municipalities, approve or deny occupancy variances pertaining to fire protection, work with building inspection departments for the betterment of fire protection, and when needed, participate in fire cause and origin investigations.
6. Paid-on-Call Professionals. The balance of personnel shall consist of paid-on-call professionals with various rank from probationary Firefighter, Firefighter, First Responders, Transfer Paramedic, Transfer Nurse, Firefighter/EMT, Firefighter/Paramedic, Motor Pump Operator (MPO), Safety Officers, Lieutenants, Captains and any additional positions created by the Board.

**V. OWNERSHIP OF ASSETS**

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The Village of Weston and Town of Rib Mountain have transferred to the District's custody, use and control, but not ownership, of the buildings used by the District.

1. Rib Mountain Public Safety Building. The first station, and primary operating place of business, shall continue to be the Rib Mountain Public Safety Building, which is located at 5901 Hummingbird Road, Wausau, WI 54401. The Municipalities acknowledge and understand the Public Safety Building shall remain fee titled in the name of the Town of Rib Mountain.
2. Weston Public Safety Building. The secondary station and additional operating place of business shall be portions of the Weston Public Safety Building, located at 5303 Mesker Street, Weston, WI 54476. The Municipalities acknowledge and understand the Public Safety Building shall remain fee titled in the name of the Village of Weston.
3. Occupancy Cost-Sharing Agreement. General maintenance costs, capital improvements, and other matters related to the upkeep of both of the Public Safety Buildings, shall be as set forth in the District Occupancy Cost-Sharing Agreement to be executed and approved by the Board and the Municipalities and when so executed and approved a copy of which will be attached hereto and incorporated herein as **Exhibit B**.
4. Equipment. The District currently maintains and owns extensive equipment necessary for the operation of its services. It is agreed that this equipment shall continue to remain the exclusive property of the District. All future equipment acquisitions and/or capital expenditure acquisitions by the District will be determined by the operating budget. The District will own all assets it purchases.
5. Fleet. The Municipalities hereby agree that the District has purchased title to and possesses all of the firefighting, rescue, and ambulance vehicles, equipment and supplies in possession of the District and that such vehicles, equipment, and supplies then are the sole and exclusive property of the District.

**VI. BUDGET AND FINANCE**

1. Annual Budget. Commencing October 1, 2016 and each October 1 thereafter, the District Board shall submit a proposed budget to cover the District's income, operating expenses, capital expenditures and capital improvement projects for the succeeding year to the Municipalities. No expenditure shall be made by the District until the budget has been approved by all of the Municipalities' governing bodies as provided for herein. Budget amendments shall be approved by the Board and all of the Municipalities' governing bodies.
2. Operating Costs. Costs for the District shall be shared by the Municipalities based upon the funding formula in Article VIII.
3. Non-budgeted Expenditures. If it is determined by the Board of Directors that non-budgeted expenditures requiring additional funds from the Municipalities are required during any time throughout a year, the Municipalities shall have the right to approve any proposed non-budgeted expenditures. Notice of such proposed and non-budgeted expenditures shall be given in writing to each of the Municipalities. The Municipalities shall then place the expenditure request on each of

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their respective agenda's at their next regularly scheduled board meeting for discussion and approval in accordance with Wis. Stats. §§65.06(6), 60.40(5) and 65.90.

4. Depository. The Board shall designate a public depository or depositories for its accounts. All funds of the District shall be considered public deposits.
5. Disasters/State of Emergencies. Should a disaster/state of emergency be declared by the appropriate Local and/or State and/or Federal officials/entities, the Municipalities agree that if any funds/grants should become available to defray the cost and expense related to the services provided, by the District, for responding to, and providing service in said Municipalities' territory, the District will be reimbursed from these funds/grants. Payment for said services, by the District, shall be made by the Municipality to the District within thirty (30) days of receipt of the funds/grant monies being received.

**VII. FISCAL AGENT**

1. The Village of Weston agreed to be the District's fiscal agent for calendar year 2016 without charging a fee for such services. Proposals for the appointment of the District's fiscal agent for future years shall be submitted to the Board for the calendar year 2017 and beyond, prior to the transmission of the annual budget proposal to the Municipalities. Proposals shall include the term and annual fee for such services. The Board shall select the fiscal agent.
2. Duties of the fiscal agent shall include:
  - a) Maintaining financial records; and
  - b) Receiving and disbursing funds; and
  - c) Providing payroll administration; and
  - d) Administering insurance program(s); and
  - e) Reporting to Municipalities' governing bodies on at least a quarterly basis the financial condition of the District; and
  - f) Assisting with and supporting the annual audit review process and report.
  - g) Complying with all applicable Wisconsin State laws and statutes, Generally Accepted Accounting Principles (GAAP), Governmental Accounting Standards (GASB), Internal Revenue Service (IRS) rules, and Wisconsin Department of Employee Trust Funds rules.
  - h) Any other duties as directed by the Board.

**VIII. PAYMENT OF EXPENSES**

The Municipalities shall bear and pay the net operating expenses and capital expenditures of the District as established according to the following procedures and proportions.

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1. Financing Formula. Each participating municipality's annual financial contribution to the District's operating, maintenance and capital budget shall be calculated based on the following formula:
  - a) Population. Thirty-three and 33/100 percent (33.33%) of the total budget contribution shall be shared among the Municipalities in proportion to each municipality's percentage share of the total population of the Municipalities, as determined by the State of Wisconsin for the prior year.
  - b) Equalized valuation. Thirty-three and 33/100 percent (33.33%) of the total budget contribution shall be shared among the Municipalities in proportion to each municipality's percentage share of the total equalized valuation, excluding land, of all the Municipalities, as determined by the State of Wisconsin for the prior year and as adjusted as hereafter provided.

Total equalized valuation, excluding land, shall be divided into residential, commercial and industrial classifications and shall include valuation from TIF Districts. A multiplier of one for total residential valuation (including value of "other" under the equalized valuation formula), two for total commercial valuation and three for total industrial valuation shall be applied. The total of the multiplied valuations for each municipality shall be divided by the total of the multiplied valuations for all the municipalities and multiplied by 100 to determine each municipality's proportionate percentage share.
  - c) Inspectable Structures. Thirty-three and 34/100 percent (33.34%) of the total budget contribution shall be shared among the Municipalities in proportion to each municipality's percentage of inspectable structures. There shall be attributed to each Municipality a minimum of ten (10) structures.
2. Municipality Payments. The Fiscal Agent will submit to each municipality a statement requiring payment of that municipality's share of the estimated net operating expenses and capital expenditures for the fiscal year which must be paid to the Fiscal Agent in quarterly payments. This notice shall be given not later than fifteen days following approval of the District's budget. Payment shall be due by the Municipalities on the 1<sup>st</sup>, 4<sup>th</sup>, 7<sup>th</sup> and 10<sup>th</sup> month of the year. If any Municipality fails to pay in full each payment to be made by it as provided by this Amended Charter on the due date, such defaulting Municipality shall be indebted to the other Municipalities for the payment due plus interest at the prevailing prime rate in Wausau, Wisconsin from the due date until payment. Legal action to enforce such payment due by the defaulting Municipality may be taken by the Board.
3. If the Board recommends adopting a modification of the contribution ratio or contribution formula, then this shall be amended, as recommended by the Board of Directors, upon the approval of a three-quarter majority vote of each Municipalities' respective boards.

**IX. EXPANSION OF DISTRICT MEMBERSHIP**

1. Additional municipalities may join the District upon the following conditions:
  - a) The proposed additional territory is contiguous to the then-existing boundaries of the District or geographically advantageous for the operation of the District;

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- b) The addition of either members or proposed territory and the terms and conditions pertaining to such additions are approved by the Board and ratified by each of the Municipalities; and
  - c) That each municipal applicant agrees with the vision, mission, and operating principles of this District, which is a hybrid model of using a combination of full-time and paid-on-call professionals.
2. Buy-In. Buy-in for a municipality will be upon mutual agreement of the Board and the municipality entering the District and based on how the joining municipality is identified in each category of the four (4) following categories.
- a) Municipality without any current services (contracted out for fire/ems protection). The buy-in shall be calculated to meet the increased need for staffing, maintenance and supplies needed to adequately protect the municipality as determined by the Fire Chief with the advice and consent of the Municipalities. The buy-in funds shall be paid to the District amortized over the first three (3) years of membership and then incorporated into the annual funding calculations. During the initial three (3) year buy-in period, the joining municipality shall be responsible and assessed its share of the budgetary obligations as provided in Article VIII.
  - b) Municipality with EMS services without a firehouse. The buy-in shall be calculated to meet the increased need for staffing, maintenance and supplies needed to adequately protect the municipality as determined by the Fire Chief with the advice and consent of the Municipalities. Additional funds could include but not limited to apparatus and erecting a firehouse if the municipality wanted 24/7 staffing in their municipality. Existing staff would be required to apply to the District and could be granted a grace period of 24 months to obtain certifications to meet existing District job descriptions. The buy-in funds shall be paid to the District amortized over the first three (3) years of membership and then incorporated into the annual funding calculations. In addition, during the initial three (3) year buy-in period, the joining municipality shall be responsible and assessed its share of the budgetary obligations as provided in Article VIII.
  - c) Municipality with volunteer Fire/EMS services with a firehouse without quarters. The buy-in shall be calculated to meet the increased need for staffing, maintenance and supplies needed to adequately protect the municipality as determined by the Fire Chief with the advice and consent of the Municipalities. Existing staff would be required to apply to the District and could be granted a grace period not to exceed 24 months to obtain certifications to meet existing District job descriptions. The buy-in amount would be offset by the transferred ownership of all equipment and apparatus to District. Additional funds could include but not be limited to additional apparatus or retrofitting the existing firehouse for living quarters to include, offices, bunk rooms, kitchen, locker rooms and a day room as deemed appropriate by the Fire Chief. The buy-in funds shall be paid to the District amortized over the first three (3) years of membership and then incorporated into the annual funding calculations. In addition, during the initial three (3) year buy-in period, the joining municipality shall be responsible and assessed its share of the budgetary obligations as provided in Article VIII.
  - d) Municipality with full time Fire/EMS services with a full functional firehouse. The buy-in shall be calculated to meet the increased need for staffing, maintenance and supplies needed to

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adequately protect the municipality as determined by the Fire Chief with the advice and consent of the Municipalities. The buy-in amount would be offset by the transferred ownership of all equipment and apparatus to District. Existing Paid On Call (POC) staff, if any, would be required to apply to the District and may be granted a grace period not to exceed 24 months to obtain certifications to meet existing District job descriptions. Existing career staff would be required to apply to the District and be offered full time employment only after passing the written and practical assessment center, completing an interview with the Fire Chief and the Deputy Fire Chief, and receiving hiring approval from the Commission. The buy-in funds shall be paid to the District amortized over the first three (3) years of membership and then incorporated into the annual funding calculations. In addition, during the initial three (3) year buy-in period, the joining municipality shall be responsible and assessed its share of the budgetary obligations as provided in Article VIII.

**X. WITHDRAWAL FROM DISTRICT**

The Municipalities pledge to participate in the District for a minimum of five (5) years from their joining of the District. The procedure for withdrawal and distribution of assets shall be accomplished as follows:

1. Withdrawal from the District is permitted at the end of any calendar year (after five (5) years) providing that such withdrawing Municipality gives at least nine (9) months written notice to the Municipalities and to the Board.
2. The withdrawing Municipality shall receive seventy-five percent (75%) of the amount of its financial contribution set forth on **Exhibit A**. **Exhibit A** represents seventy-five percent (75%) of the withdrawing Municipality's buy-in determined in Article IX.2. No withdrawing Municipality may claim any portion of the assets of the District or be entitled to any other compensation for past contributions for vehicles, equipment or supplies purchased whatsoever. Any such withdrawal shall not affect the obligations of the remaining Municipalities under the terms of this First Amendment to the Charter.
3. The District shall name the withdrawing Municipality as an additional insured on any and all insurance policies providing liability coverage for occurrences or claims made prior to the effective date of withdrawal. Any additional charges incurred by the District for such coverage will be paid by the withdrawing Municipality.
4. Except as the parties may otherwise agree, the withdrawing Municipality shall be responsible for its proportionate share of all liabilities incurred by the District prior to the effective date of its withdrawal, including, but not limited to, attorney fees, settlements, damages, or any form of debt or bonded indebtedness or notes, any retirement incentives or any other liabilities incurred by the District pursuant to its approved budget. For any liabilities due or incurred before but continuing after the effective date of the withdrawal, the withdrawing Municipality shall be responsible for its share of liabilities as that share is determined under the financing formula in Article VIII herein in the year immediately preceding the effective date of the withdrawal

**XI. DISSOLUTION OF DISTRICT**

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The District may be dissolved by a two-thirds (2/3) vote of the entire Board. Notice of Intent to Request Dissolution shall be given at least nine months before the end of any calendar year. A dissolution resolution shall be effective at the end of the calendar year. All equipment purchased by the District shall be sold and the net proceeds shall be distributed to each Municipality based on each Municipality's percentage as determined under the formula in Article VIII, paragraph 1 above.

**XII. DISPUTE RESOLUTION**

If a dispute arises between the parties concerning any terms or conditions of this Charter, the following procedures shall be utilized to resolve the dispute: Step One (1): Meeting between Administrator/Chief Elected Official of each participating municipality and the Fire Chief. Step Two (2): Mediation. Step Three (3): Arbitration. In the event that mediation occurs, the parties shall mutually agree upon a Mediator. In the event that arbitration occurs, the arbitration shall result in a hearing before a panel of three individuals, which shall include one arbitrator selected by each party and one individual selected by mutual agreement of the two arbitrators. Any decision by the arbitration panel shall be legally binding and final. The parties shall split equally the total cost of the arbitrators and each party shall bear their own costs incurred during the dispute resolution process.

**XIII. INDEMNIFICATION**

Each hereby agrees to indemnify and hold harmless the other participating Municipalities, its elected and appointed officials, officers, employees, agents, representatives and volunteers, and each of them, from and against any and all suits, actions, legal or administrative proceedings, claims, demands, damages, liabilities, interest, attorney's fees, costs and expenses of whatsoever kind or nature in any manner directly or indirectly caused, occasioned, or contributed to in whole or in part or claimed to be caused, occasioned, or contributed to in whole or in part, by reason of any act, omission, fault or negligence, whether active or passive, of the municipality or of anyone acting under its direction or control or on its behalf, even if liability is also sought to be imposed on other participating Municipalities, its elected and appointed officials, officers, employees, agents, representatives and volunteers, and each of them, shall be applicable unless liability results from the sole negligence of the other participating Municipalities, its elected and appointed officials, officers, employees, agents, representatives and volunteers.

Each shall reimburse the other participating Municipalities, its elected and appointed officials, officers, employees, agent or authorized representatives or volunteers for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided.

**XIV. INSURANCE**

The Board of Directors shall obtain liability insurance sufficient to cover the District for claims of loss or damages, which may be occasioned by acts of the District. The costs for the insurance will be included in the operating budget of the District. In the event that liability is incurred for any claim for damages, injury or loss arising out of the operations of the District, either through policy exclusions, under insurance, policy lapse or any other reason, the Town of Rib Mountain and the Village of Weston agree to indemnify each other for said uninsured costs and/or damages in accordance with the annual formula contributions established herein.

**XV. AMENDMENTS**

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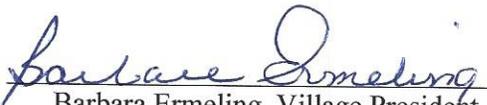
The Board may, from time to time, propose amendments to this Amended Charter. Any amendment must be unanimously approved by the Board and by each of the participating Municipalities. It is understood and agreed that this Amended Charter shall be regularly reviewed after the date of ratification and amended as necessary.

**XVI. EFFECTIVE DATE**

This Amended Charter shall be effective upon its ratification by the governing bodies of each Municipality.

**VILLAGE OF WESTON**

Dated: 9/22/16

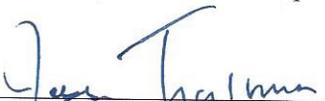
By:   
Barbara Ermeling, Village President

Attest:   
Sherry Weinkauff, Village Clerk

**TOWN OF RIB MOUNTAIN**

Dated: 9/20/16

By:   
Allen Opall, Town Chairperson

Attest:   
Jessica Trautman, Town Clerk

		2016 Budgets			2017	
		EMS	FIRE	TOTALS	Changes	
52200-105	Salaries - Fire Commission	\$ 1,500	\$ 1,500	\$ 3,000	\$ 2,000	\$ (1,000)
52200-110	Salaries - Regular	\$ 175,070	\$ 76,339	\$ 251,409	\$ 289,738	\$ 38,329
52200-120	Hourly wages - Regular	\$ 289,018	\$ 51,003	\$ 340,021	1.5 \$ 351,321	\$ 11,300
52200-122	Hourly wages - Overtime	\$ -	\$ -	\$ -	\$ 7,000	\$ 7,000
52200-123	Hourly wages - Stipend	\$ -	\$ -	\$ -	\$ 3,500	\$ 3,500
52200-125	Temporary wages - Regular / POC	\$ 485,476	\$ 46,862	\$ 532,338	\$ 651,335	\$ 118,997
52200-126	Temporary wages - Overtime	\$ 6,870	\$ 202	\$ 7,072	\$ 5,000	\$ (2,072)
52200-128	Temporary wages - 3rd Shift Pay	\$ 86,058	\$ 13,949	\$ 100,007	\$ 143,000	\$ 42,993
52200-134	Holiday Pay - POC	\$ 13,574	\$ 3,774	\$ 17,348	\$ 19,000	\$ 1,652
52200-135	Drill Pay	\$ 10,950	\$ 29,437	\$ 40,387	\$ 25,000	\$ (15,387)
52300-136	IFT Pay	\$ 65,180	\$ -	\$ 65,180	\$ 20,750	\$ (44,430)
52300-138	EMS Stand-by	\$ 6,600	\$ -	\$ 6,600	\$ 28,500	\$ 21,900
52200-139	Special Events Pay	\$ 12,000	\$ -	\$ 12,000	\$ 12,000	\$ -
52200-141	Train/Education Pay	\$ -	\$ -	\$ -		\$ -
52200-151	Social Security	\$ 88,151	\$ 17,064	\$ 105,215	\$ 106,000	\$ 785
52200-152	Retirement - Employer Share	\$ 45,171	\$ 12,284	\$ 57,455	1.4 \$ 58,600	\$ 1,145
52200-154	Health Insurance	\$ 104,690	\$ 18,477	\$ 123,167	13 \$ 139,200	\$ 16,033
52200-155	Life Insurance	\$ 889	\$ 157	\$ 1,046	\$ 1,000	\$ (46)
52200-156	Workers Comp Insurance	\$ 56,854	\$ 10,948	\$ 67,802	\$ 69,000	\$ 1,198
52200-157	Employee Education and Training	\$ 4,250	\$ 750	\$ 5,000	\$ -	\$ (5,000)
52200-164	Employee Health Tests	\$ -	\$ -	\$ -	\$ 500	\$ 500
52200-166	Accident/Health/Death - Insurance	\$ 3,700	\$ 675	\$ 4,375	\$ 5,000	\$ 625
52200-167	Income continuation Insurance	\$ 3,216	\$ 568	\$ 3,784	\$ 3,500	\$ (284)
52200-212	Legal Services	\$ 8,500	\$ 1,500	\$ 10,000	\$ 10,000	\$ -
52200-213	Auditing/Payroll/HR	\$ 4,200	\$ 750	\$ 4,950	\$ 5,000	\$ 50
52200-214	Fire / EMS Software	\$ 8,500	\$ 1,500	\$ 10,000	\$ 14,000	\$ 4,000
52200-221	Water/Sewer/Stormwater	\$ 6,800	\$ 1,200	\$ 8,000	\$ 4,000	\$ (4,000)
52200-222	Electricity	\$ 22,100	\$ 3,900	\$ 26,000	\$ 21,000	\$ (5,000)
52200-224	Natural Gas	\$ 12,750	\$ 2,250	\$ 15,000	\$ 10,000	\$ (5,000)
52200-225	Cell Phones	\$ -	\$ -	\$ -	\$ 8,000	\$ 8,000
52200-241	Repairs/Maint - Motor Vehicles	\$ 20,000	\$ 25,000	\$ 45,000	\$ 47,250	\$ 2,250
52200-242	Repairs/Maint - Other Machinery	\$ 7,500	\$ 5,000	\$ 12,500	\$ 13,000	\$ 500
52200-247	Repairs/Maint - Buildings	\$ 5,100	\$ 900	\$ 6,000	\$ 4,500	\$ (1,500)
52200-278	Repair/Maint - Radios	\$ 2,125	\$ 375	\$ 2,500	\$ 3,500	\$ 1,000
52200-280	Maint - Copier machine	\$ 595	\$ 105	\$ 700	\$ 700	\$ -
52200-284	Internet/E-mail/Website Services	\$ 4,250	\$ 750	\$ 5,000	\$ 5,500	\$ 500
52200-290	Other outside contracted services	\$ 70,000	\$ -	\$ 70,000	\$ 90,000	\$ 20,000
52200-297	Refuse collection	\$ 1,275	\$ 225	\$ 1,500	\$ 1,200	\$ (300)
52200-310	Office Supplies	\$ 5,100	\$ 900	\$ 6,000	\$ 4,000	\$ (2,000)
52200-311	Postage	\$ 425	\$ 75	\$ 500	\$ 1,500	\$ 1,000
52200-312	Outside printing	\$ 850	\$ 150	\$ 1,000	\$ 1,000	\$ -
52200-317	Bank / IRS fees	\$ -	\$ -	\$ -		
52200-324	Membership Dues	\$ 2,125	\$ 375	\$ 2,500	\$ 2,250	\$ (250)
52200-325	Registration Fees / Tuition	\$ 21,250	\$ 3,750	\$ 25,000	\$ 10,000	\$ (15,000)
52200-334	Commercial Travel - IFT Meals	\$ 1,148	\$ 203	\$ 1,351	\$ 5,000	\$ 3,649
52200-335	Meeting Expenses	\$ 425	\$ 75	\$ 500	\$ 500	\$ -
52200-336	Lodging	\$ 2,125	\$ 375	\$ 2,500	\$ 2,500	\$ -
52200-340	Operating Supplies - Line Operations	\$ -	\$ 27,500	\$ 27,500	\$ 20,000	\$ (7,500)
52200-344	Operating Supplies - Janitorial	\$ 3,060	\$ 540	\$ 3,600	\$ 3,800	\$ 200
52200-346	Operating Supplies - Clothing	\$ 5,440	\$ 960	\$ 6,400	\$ 7,700	\$ 1,300

52200-346-0( Uniform - Finke	\$ 500	\$ 100	\$ 600	\$ 400	\$ (200)
52200-346-0( Uniform - Savage	\$ 500	\$ 100	\$ 600	\$ 400	\$ (200)
52200-346-0( Uniform - Bechel	\$ 500	\$ 100	\$ 600	\$ 400	\$ (200)
52200-346-0( Uniform - Hieronimus	\$ 500	\$ 100	\$ 600	\$ 500	\$ (100)
52200-346-0( Uniform - Lauer	\$ 500	\$ 100	\$ 600	\$ 500	\$ (100)
52200-346-0( Uniform - TBD	\$ 500	\$ 100	\$ 600	\$ 500	\$ (100)
52200-346-0( Uniform - McBain	\$ 500	\$ 100	\$ 600	\$ 500	\$ (100)
52200-346-0( Uniform - Schlagel	\$ 500	\$ 100	\$ 600	\$ 500	\$ (100)
52200-346-0( Uniform - Christiansen	\$ 500	\$ 100	\$ 600	\$ 500	\$ (100)
52200-346-0( Uniform - Lang	\$ -	\$ -	\$ 600	\$ 500	\$ (100)
52200-351 Fuel	\$ 29,750	\$ 5,250	\$ 35,000	\$ 25,000	\$ (10,000)
52200-386 Other Supplies - Computer Supplies	\$ 2,125	\$ 375	\$ 2,500	\$ 2,500	\$ -
52200-392 Other Supplies - EMS	\$ 60,000	\$ -	\$ 60,000	\$ 60,000	\$ -
52200-512 Insurance - Vehicle/Equipment	\$ 15,000	\$ 2,500	\$ 17,500	\$ 18,000	\$ 500
52200-513 Insurance - Public Liability	\$ 5,000	\$ 1,000	\$ 6,000	\$ 6,000	\$ -
52200-519 Insurance - Other	\$ 250	\$ 50	\$ 300	\$ 300	\$ -
52200-804 Capital Equipment - Communications	\$ 4,250	\$ 750	\$ 5,000	\$ 2,000	\$ (3,000)

<b>Total</b>	<b>Total</b>	<b>Increase</b>
<b>\$ 2,169,507</b>	<b>\$ 2,355,344</b>	<b>\$ 185,837</b>

**2017 Proposed Budget without Maine**

Operational

Revenue

Capital

\$	<b>2,355,344</b>	\$	<b>1,497,450</b>	\$	<b>228,000</b>
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<b>Total Levy</b>
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\$	<b>857,894</b>
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Weston	\$	569,985	\$	152,760
Rib Mountain	\$	287,909	\$	75,240

**Increase**

Weston	\$	15,055
Rib Mountain	\$	21,549

**2017 Proposed Budget with Maine**

<b>Total Levy - \$140,000</b>
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\$	<b>841,894</b>
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Weston	\$	549,673	\$	148,861.20
Rib Mountain	\$	225,459	\$	61,058
Maine	\$	140,000	\$	18,080

Weston	\$	(5,257)
Rib Mountain	\$	(40,901)
Maine	\$	140,000

# South Area Fire District Strategic Plan

2016-2021



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## *Executive Summary*

The South Area Fire District strategic plan aimed at providing a platform for growth in a newly consolidated department. The department has faced numerous challenges during the consolidation process. It was established that it was in the best interest of the department to come together as one to create a strategic plan for the future needs of the department and the community. Including the members in the strategic planning process began to foster an atmosphere that encourages the members to discuss their beliefs, goals, strategies and challenges to become better together. The strategic planning meetings included long discussions about the strengths, weakness, opportunities and challenges that the department faces through a SWOC analysis. This identified goals for the future and helped the administration see what was needed to help the department grow. The planning committee also was involved in an engaging discussion surrounding the results of the employee survey. Some of the weaknesses and goals for the future were identified during this process. Through the commitment and feedback provided by the strategic planning committee the department's first strategic planning document has been formed.

## *Overview of the District*

The South Area Fire District is one of the largest combination fire districts in the State of Wisconsin and the second largest fire department in Marathon County. The District employs 10 full time and 52 part time staff members. It operates out of two fire stations located in the Town of Rib Mountain and the Village of Weston. South Area Fire District provides service to 288 square miles and a population of 36,884. The District is responsible to cover a vast difference in demographics from urban areas with large manufacturing and shopping facilities to desolate agriculture area. This requires a large knowledge base for staff and a need for equipment to operate in many different types of emergency settings. In 2015 the department responded to 2,811 calls for service. The district has withstood multiple changes in leadership over the past several months following the merger of the Rib Mountain and Weston Fire Departments. In late 2015 The District committed to taking a close look at itself and decided to utilize a strategic planning process to set a plan for the future.

## *Services Provided*

Operations	Administration
Fire Suppression	Support Services
Emergency Medical Services	Fire Prevention
Technical Rescue	EMS Training
Inter-facility Medical Transports	Public Affairs
Vehicle Extrication	Fire Inspection

## *The Mission Statement*

The intent of a mission statement is to establish a purpose for an organization's existence within the community.

Through an inclusive and consensus process the strategic planning committee established the mission statement below to represent South Area Fire District.

**MISSION**-Serving our communities with experience, dedication and integrity.



## *Vision Statement*

After an organization establishes a mission statement, a reason why they exist, the next step is to create a vision statement for the future. A successful organization understands its needs for future growth. Establishing a vision statement is a part of an organizational process that sets the tone for future growth and expectations. The following is the vision statement established by the strategic planning committee for South Area Fire District.

**VISION STATEMENT**-South Area Fire District, leading the way in public safety, community involvement, technology and fiscal responsibility.

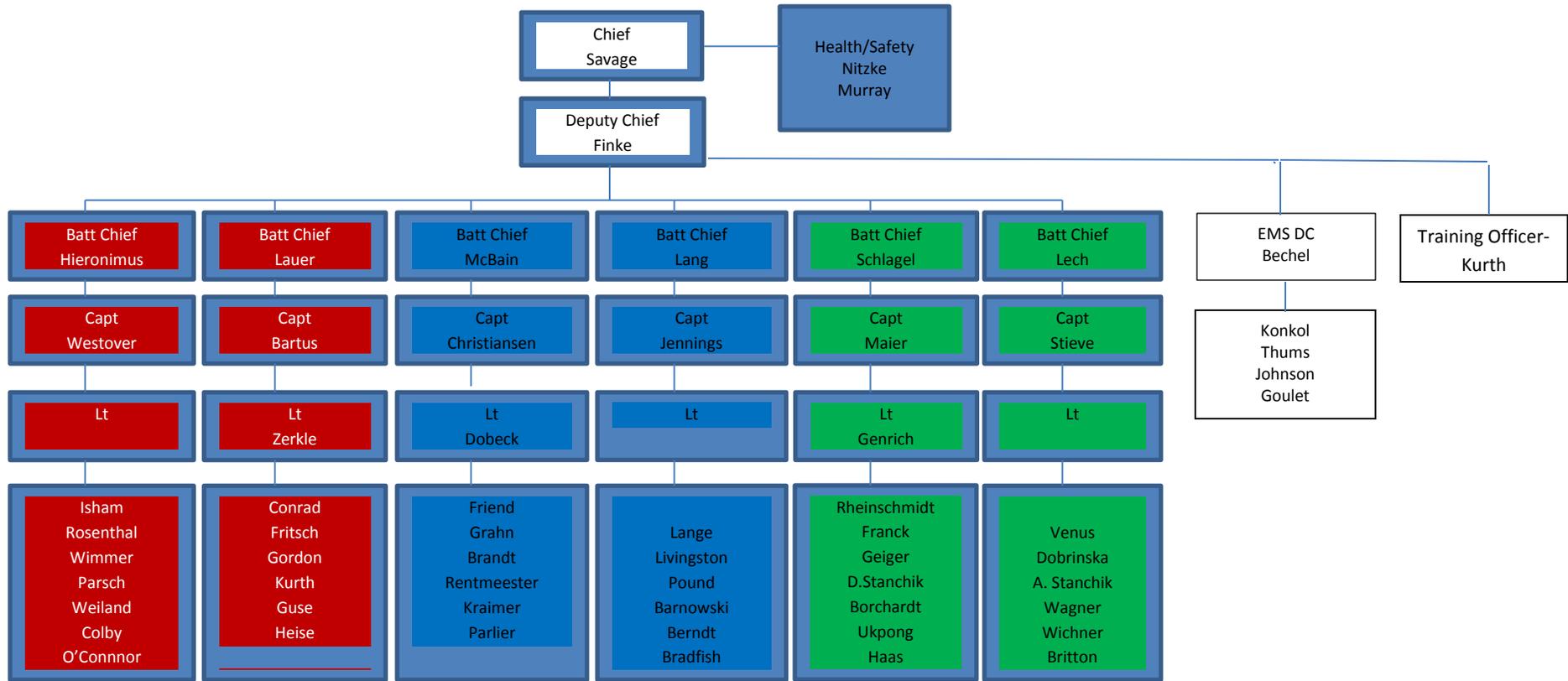
## *Core Values*

Following the establishment of why your organization exists and understanding the vision for the future the department established a list of core values that represents the department beliefs. The following are the core values established by the strategic planning committee.

### **CORE VALUES**

- Professionalism
- Respect
- Integrity
- Dedication
- Excellence

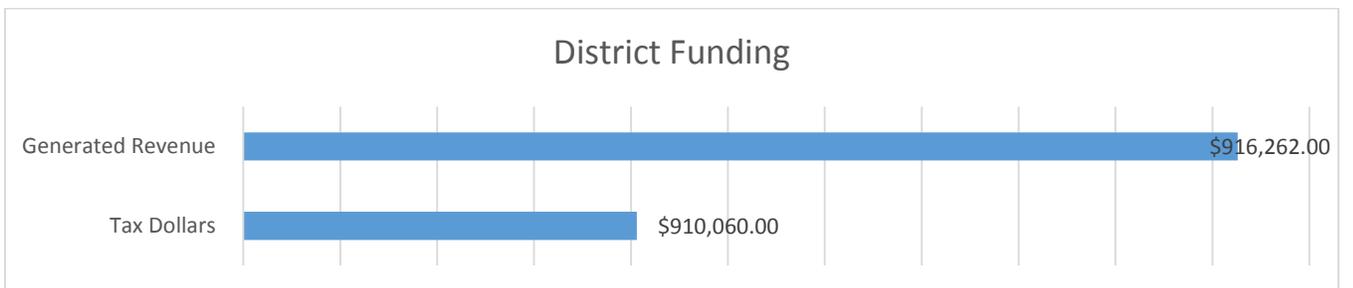
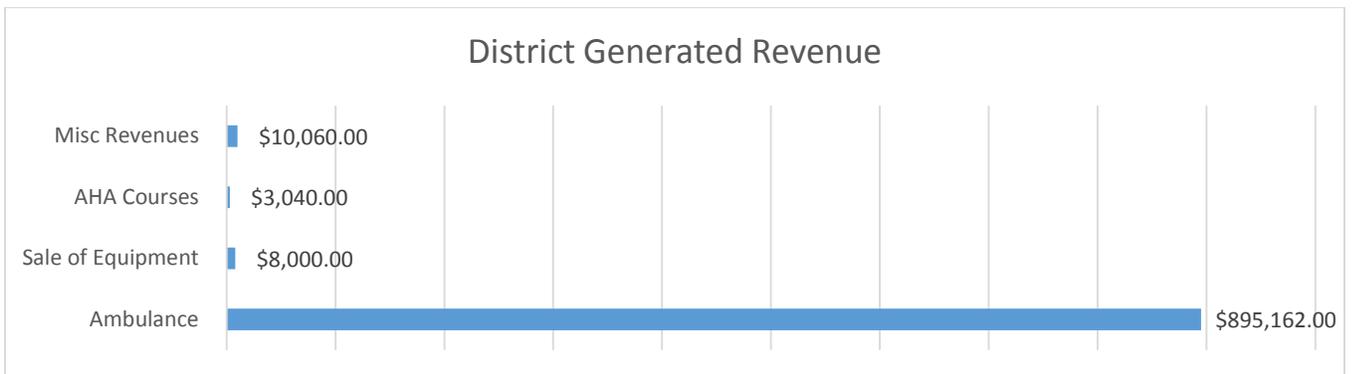
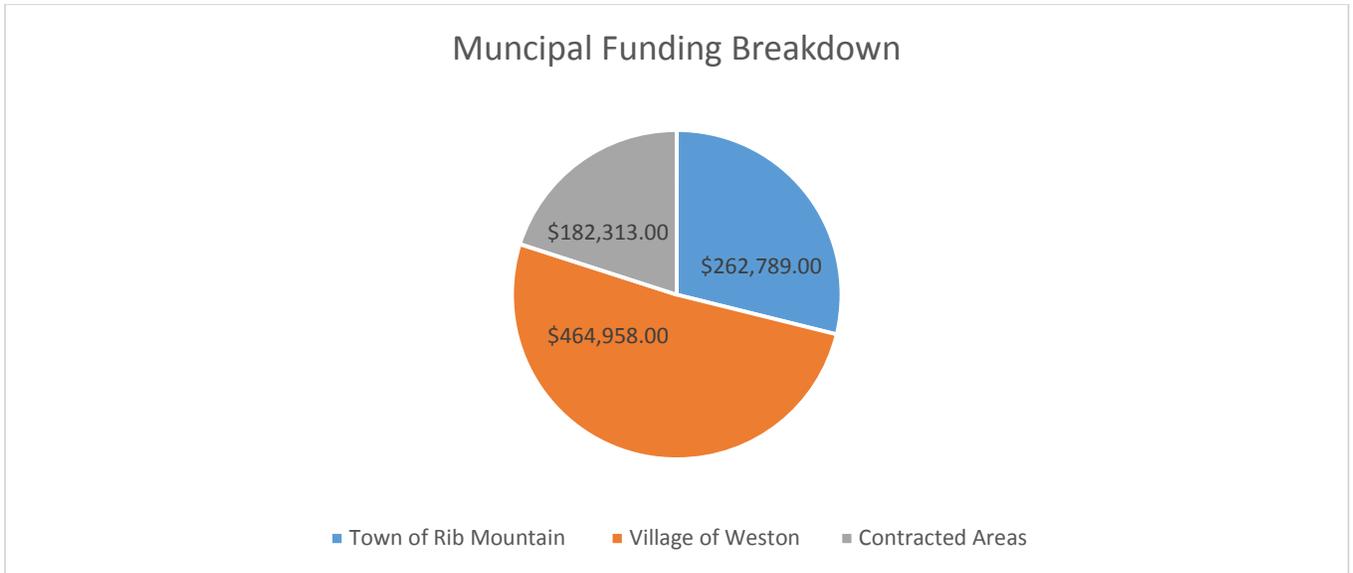
# South Area Fire District-2015



### Budget History

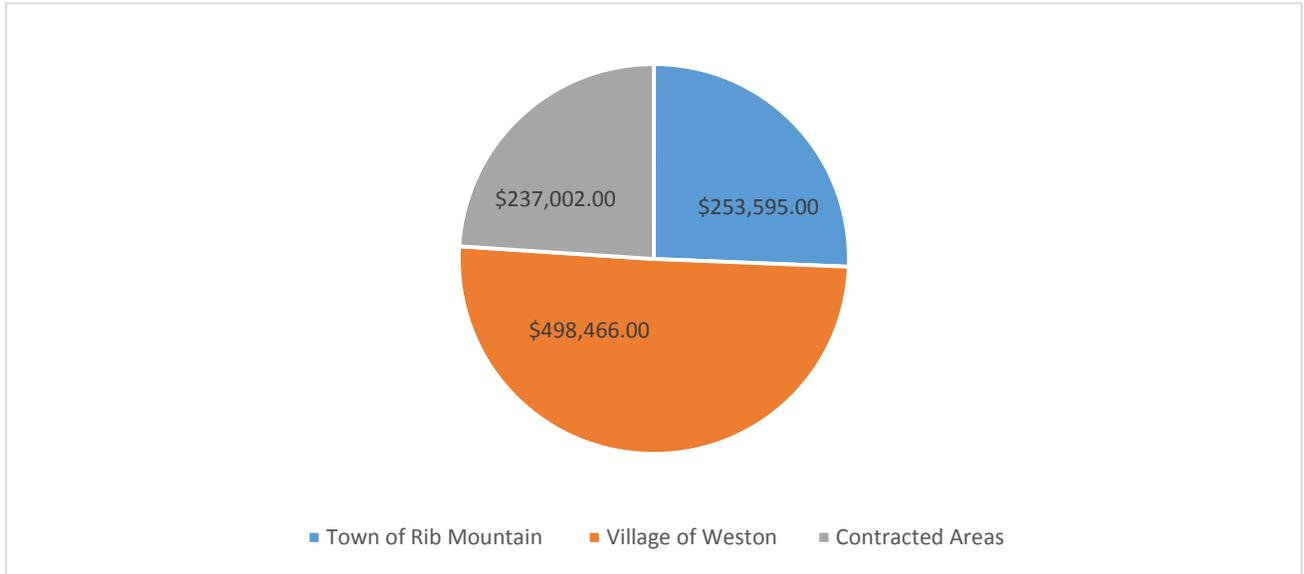
2014 Operating Budget	\$1,901,069
2014 Capital Budget	\$0
2014 Revenue	\$1,088,515

### Revenue Breakdown Excluding Capital Purchases

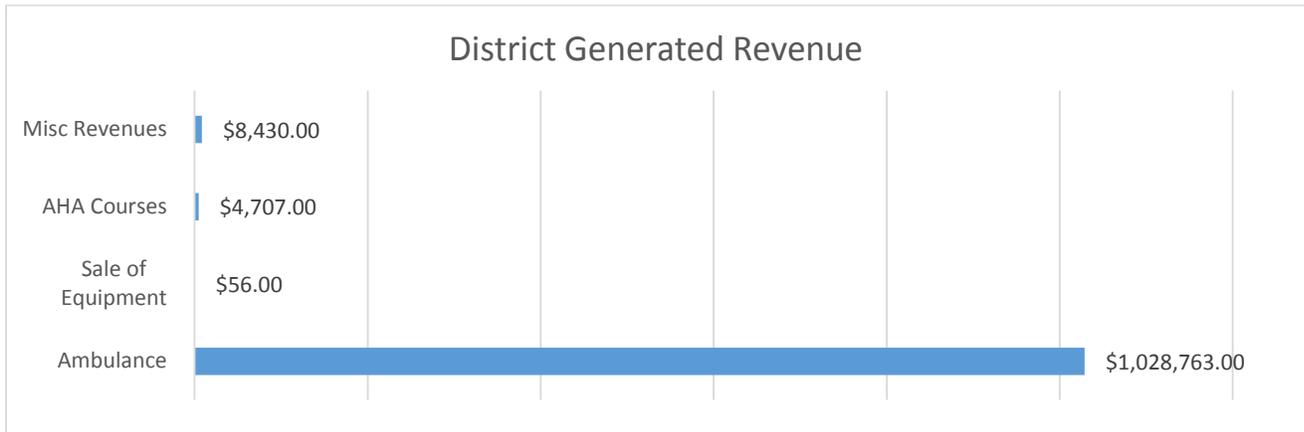


2015 Operating Budget	\$1,974,111
2015 Capital Budget	\$214,000
2015 Revenue	\$1,270,528

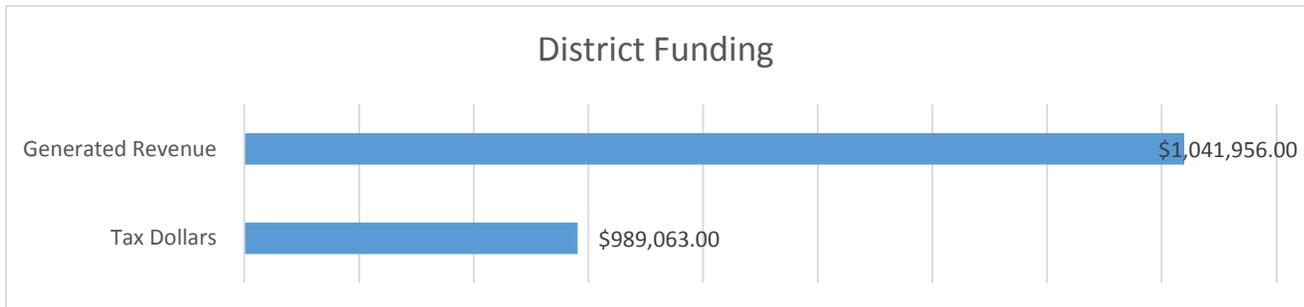
### Revenue Breakdown Excluding Capital Purchases



### District Generated Revenue



### District Funding



2016 Operating Budget	\$2,173,707
2016 Capital Budget	\$905,500
2016 Projected Revenue	\$1,300,000

\*\* Specific Revenue Breakdowns are not available at the time of publication as final numbers from contracted areas will not be available until the end of 2016.



Strengths	Strategies Needed to Maintain	Lead Responsibility	Fiscal Needs	Timeline
Fully staffed paramedic/fire service	<ul style="list-style-type: none"> <li>• More paramedics are needed</li> <li>• Develop ways to retain staff at all levels</li> </ul>	DC Finke	Possible funding needs for increased staffing	FY 2018-2019
Flexibility of staff	<ul style="list-style-type: none"> <li>• Increase training to maintain broad knowledge base</li> </ul>	TO Kurth	Maintain current funding for training	Start immediately
Late model/dependable equipment	<ul style="list-style-type: none"> <li>• Obtain grants to maintain equipment into the future</li> <li>• Maintain and update current equipment replacement plan</li> </ul>	Chief Savage DC Finke DC Bechel	Obtain grant funding and funding to maintain equipment replacement plan	FY 2017-2022
Maintain diversity of levels of care	<ul style="list-style-type: none"> <li>• Continue to hire staff at all levels</li> <li>• Consider hiring full time paramedics</li> <li>• Increase pay for paramedics</li> <li>• Streamline paramedic binder</li> </ul>	Chief Savage DC Finke DC Bechel	Increased funding for paramedic pay and possible increase in funding for full time staff	FY 2017-2019
Currently have a large instructor base within the department	<ul style="list-style-type: none"> <li>• Develop training center</li> <li>• Promote training within the department</li> <li>• Maintain budget to train instructors</li> </ul>	TO Kurth DC Bechel	Maintain training budget	Start immediately
Diverse experience level	<ul style="list-style-type: none"> <li>• Make better use of individuals with years of experience</li> </ul>	Battalion Chiefs	None	Start immediately

Strengths	Strategies Needed to Maintain	Lead Responsibility	Fiscal Needs	Timeline
Response Times	<ul style="list-style-type: none"> <li>• EMS response times have improved in the past 60 days</li> <li>• Fire response is inconsistent-need more consistent practice to improve</li> </ul>	All officers	None	Start immediately
PR Events/Public Education	<ul style="list-style-type: none"> <li>• Continue open houses at both stations</li> <li>• Community CPR classes</li> <li>• Coordinate training with other departments</li> <li>• Involve media</li> </ul>	SO Swatloski	None	Start immediately

<b>Weaknesses</b>	<b>Strategies Needed to Improve</b>	<b>Lead Responsibility</b>	<b>Fiscal Needs</b>	<b>Timeline</b>
Communication	<ul style="list-style-type: none"> <li>• Consistent weekly updates</li> <li>• Utilize SAFER emails more often</li> </ul>	Chief Savage DC Finke	None	Start immediately
Drill attendance, instructor quality	<ul style="list-style-type: none"> <li>• Obtain further outside expertise</li> <li>• Option for child care</li> </ul>	TO Kurth	Maintain training budget	Start immediately
Consistently losing staff	<ul style="list-style-type: none"> <li>• Find opportunities for PT staff</li> <li>• Consider more full time opportunities</li> </ul>	Chief Savage DC Finke	Increase budget for more full time staff	FY 2018-2020
Poor response for standby	<ul style="list-style-type: none"> <li>• Tier system</li> </ul>	DC Bechel	None	Started 6/16
Employees on multiple departments	<ul style="list-style-type: none"> <li>• Not always a weakness</li> <li>• Incentive to commit to this department</li> <li>• Attempt to work together with other departments</li> </ul>	DC Finke	None	Ongoing
Equipment familiarity between stations	<ul style="list-style-type: none"> <li>• Standardize equipment</li> <li>• Training</li> <li>• Accountability</li> </ul>	DC Finke TO Kurth All officers	None	Ongoing
Negative traditions/pride	<ul style="list-style-type: none"> <li>• Establish new traditions</li> <li>• Modify old traditions</li> </ul>	All officers	None	Ongoing
Lack of discipline/accountability for actions	<ul style="list-style-type: none"> <li>• Follow chain of command</li> <li>• Clarify expectations</li> </ul>	All officers	None	Ongoing
Lack of transfer coverage	<ul style="list-style-type: none"> <li>• Tier system</li> <li>• Encourage members to apply</li> </ul>	Chief Savage DC Finke DC Bechel	Possible funding to support full time or standby staff for transfers	FY 2017-2018

Weaknesses	Strategies Needed to Improve	Lead Responsibility	Fiscal Needs	Timeline
Support of both physical and mental health for staff	<ul style="list-style-type: none"> <li>• Enhance/grow partnership with Greenheck</li> <li>• Discounts at gyms in the communities</li> <li>• Equipment upgrades</li> <li>• Require on duty physical fitness</li> </ul>	BC Lang SO Swatloski	Seek grant funding for equipment upgrades	FY 2017-2018

<b>Opportunities</b>	<b>Strategies to Obtain</b>	<b>Lead Responsibility</b>	<b>Fiscal Needs</b>	<b>Timeline</b>
Growing coverage area, aging population	<ul style="list-style-type: none"> <li>• Improve relations with other departments</li> <li>• Medi-van service for assisted living and nursing homes</li> </ul>	DC Bechel	Possible need for equipment purchase if Medi-Van service is obtained	FY 2017-2018
Community paramedic	<ul style="list-style-type: none"> <li>• Work with hospitals to develop program</li> </ul>	DC Bechel DC Finke	None	FY 2016-2017
Specialty transfers	<ul style="list-style-type: none"> <li>• Obtain contracts</li> <li>• Better coverage is needed</li> <li>• Better scheduling techniques needed</li> </ul>	DC Bechel DC Finke BC Schlagel	Possible increased staffing for better coverage of transfers	FY 2017-2018
Expand educations opportunities to staff	<ul style="list-style-type: none"> <li>• Advertise outside trainings</li> <li>• Make drills easier to participate in</li> </ul>	TO Kurth Capt Stieve	Possible funding for IT equipment to broadcast drills. Maintain budget for training	FY 2016-2017
Technology growth	<ul style="list-style-type: none"> <li>• Prepare for creating an IT department or outsourcing</li> <li>• Identify where new technology is needed</li> </ul>	Capt Stieve	Possible funding for IT equipment/software	FY 2017-2018
Ergonomics- Changing how we operate	<ul style="list-style-type: none"> <li>• Open suggestions from staff</li> <li>• Have an open meeting</li> </ul>	DC Finke	Unknown	FY 2016-2017
Becoming our own training center	<ul style="list-style-type: none"> <li>• Currently waiting for approval</li> </ul>	DC Bechel	Possible needs initially to purchase training equipment	FY 2016-2017
Hiring	<ul style="list-style-type: none"> <li>• Standardized applications</li> <li>• Update qualifications</li> </ul>	DC Finke	None	FY 2016-2017
Training of local business	<ul style="list-style-type: none"> <li>• Assess community needs</li> <li>• Recognize fire/EMS safe businesses</li> <li>• Business sponsor sporting event for charity</li> <li>• Training businesses to be proactive in emergency situations</li> </ul>	SO Swatloski DC Bechel	None	FY 2017-2018

Opportunities	Strategies to Obtain	Lead Responsibility	Fiscal Needs	Timeline
Utilizing other department's technological capabilities	<ul style="list-style-type: none"> <li>• Forming relationships with departments</li> <li>• Create a list of who has what type of equipment</li> </ul>	FF Brandt	None	FY 2016-2017
Recognizing years of service	<ul style="list-style-type: none"> <li>• Define what type of recognition</li> <li>• Define incentives</li> </ul>	DC Finke	None	FY 2017-2018
Recruitment	<ul style="list-style-type: none"> <li>• Standardize application process/qualifications</li> <li>• Develop internship</li> <li>• Promote/enhance local hiring</li> </ul>	DC Finke Hiring Committee	None	FY 2017-2020

Challenges	Strategies to Obtain	Lead Responsibility	Fiscal Needs	Timeline
Fiscal Constraints	<ul style="list-style-type: none"> <li>• Education of Town/Village Boards</li> <li>• Do not ask for staff to raise money to support the district</li> </ul>	DC Finke Chief Savage	Need to maintain/increase budget to continue level of service	FY 2017-2022
Learning mapping/apparatus	<ul style="list-style-type: none"> <li>• Verify who is responding</li> <li>• Continue map modules</li> <li>• Update maps in vehicles</li> <li>• Updates needed with station alerting systems</li> </ul>	DC Finke	Funding needed to update station alerting systems	FY 2017-2018
Maintain two paramedics at both stations at all times	<ul style="list-style-type: none"> <li>• Hire more paramedics</li> <li>• Incentive for taking paramedic class and staying with the district</li> </ul>	Chief Savage DC Finke	None	FY 2017-2022
Manage growth and assimilation	<ul style="list-style-type: none"> <li>• Recognition of district staff for positive actions</li> <li>• Chief officers continue to visit other stations</li> </ul>	Chief Savage DC Finke DC Bechel	None	Immediately
More involvement in both fire and EMS needed	<ul style="list-style-type: none"> <li>• Need better training for fire officers so they can deliver quality training to crews</li> <li>• Change in day to day operations to split up duties between shifts</li> </ul>	DC Finke All Officers	None	Immediately

Challenges	Strategies to Obtain	Lead Responsibility	Fiscal Needs	Timeline
Sexual harassment issues and other liability	<ul style="list-style-type: none"> <li>• Better training</li> <li>• Discuss with district how reports of harassment will be handled</li> </ul>	DC Finke	None	Ongoing- Training has begun Q2 2016
Keeping current with industry changes	<ul style="list-style-type: none"> <li>• Staff should continue to attend conferences and training opportunities</li> <li>• Mandatory training for officers such as SLICERS at house burns</li> <li>• Critical care paramedics need more ventilator training</li> <li>• Post articles that can be discussed once per week</li> </ul>	DC Finke TO Kurth	Maintain training budget	FY2016-2022
Participation requirements	<ul style="list-style-type: none"> <li>• New tier system will help</li> <li>• Address concerns about enough staff not being available to cover calls in the near future</li> <li>• Use merit pay system to benefit active staff</li> <li>• Encourage training participation</li> <li>• Mandatory quarterly shifts for officers</li> </ul>	DC Finke	None	FY2016-2020

Challenges	Strategies to Obtain	Lead Responsibility	Fiscal Needs	Timeline
Industry rivals/politics	<ul style="list-style-type: none"> <li>• Improve relations with other departments</li> <li>• Separate the district from attachments with previous department make-up</li> </ul>	Chief Savage DC Finke	None	FY 2017-2018
Managing our message to the community	<ul style="list-style-type: none"> <li>• Promote organization in the community</li> <li>• Ensure community members know who the members are</li> </ul>	SO Swatloski	None	Immediately
Managing the media	<ul style="list-style-type: none"> <li>• Reach out to local media</li> <li>• Reach out to hospitals; some are unaware of our level of service</li> </ul>	PIO Nitzke	None	FY 2016-2017

## Goals and Strategies for the Future

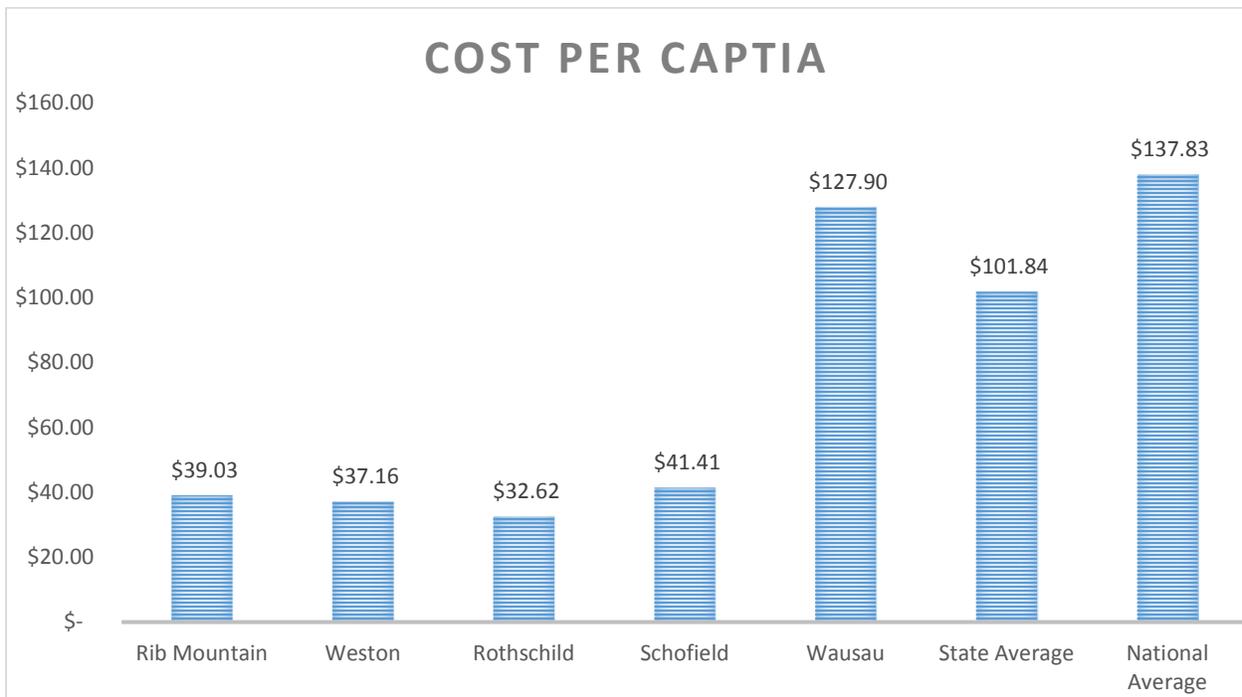
Goals are multi-year in nature and set the framework for policies and decision making in the future. The District has identified the following four goals:

1. Fiscal sustainability
2. Support of mental and physical health
3. Develop an emergency medical services training center
4. Develop standardized job descriptions and recruitment/promotion processes

Strategies are the means to achieve the goals. They are measurable and are the specific projects for which the organization is accountable and they provide a way for progress to be tracked. The following set of strategies has been created for each goal.

### Goal 1: Fiscal Sustainability

**Statement of Need:** Maintaining fiscal sustainability and sufficient funding to effectively operate is critical to public safety. Due to the small amount of statistical data available, the data in this report is limited. The budget increased 3.8% from fiscal year 2014 to fiscal year 2015. During this time period revenues increased by 4.2%. Although there has been an increase in funds available to SAFER, the district continues to operate more efficiently than their counterparts in the metro area.



\*SAFER and Wausau are the only agencies that provide both full time coverage and paramedic level EMS services.

The economic downturn over the past decade has forced many municipalities to look very closely at their budgets and make some tough decisions on what to cut. Many communities look first to public safety since these are normally the departments with the highest budget. Although many departments have looked to cut budgets, SAFER has found a way to cope with the challenges that face many communities. SAFER however, is not without problems during difficult economic times. Staffing is made up primarily of paid on call staff that is able to choose their hours. A significant amount of revenue is gained by performing inter-facility medical transports that is accomplished almost exclusively by paid on call staff. Inter-facility transports represented 14% of the revenue in 2015. A loss of this revenue would be detrimental to the budget. However, this funding is dependent on the availability of paid on call staff willing to respond. Fire staffing is also a concern. The NFPA and a recent NIST study recommend a minimum of three engines respond to the average size structure fire and each of those engines shall be staffed with a minimum of four firefighters. Current staffing includes, three at each station with a fourth firefighter staffed at station two during peak call times. This only allows for an efficient fire response from one station half of each day.

**Goal 1: SAFER seeks fiscal sustainability to develop and maintain efficient and fiscally responsible fire and emergency medical response from all stations.**

### **Strategies**

1. Develop and implement annual revenue and expenditure projections for the next five years to forecast future budgets.
2. Examine current costs to determine if opportunities exist to contain costs of day-to-day operations.
3. Seek out opportunities for additional revenue to assist in cost recovery for increased staffing as well as a consistent staffing model.
4. Annually update fee schedule to assure that fees are able to capture the appropriate amount of revenue available.

### **Goal 2: Support of Mental and Physical Health**

**Statement of Need:** In recent years the issue of firefighter health has come to the forefront at several different levels. Recently mental health of firefighters has been a concern. Many departments fear a line of duty death. However, most departments are three times more likely to suffer a suicide than a line of duty death. Firefighters learn to confront fear and accept their own mortality, as they have had to accept that death often comes abruptly and violently. Another concern is the physical health of firefighters. There are times when extreme exertion is placed on the body of a firefighter. Many times we think of a firefighter line of duty death being due to trauma involved with firefighting, which is rarely the case. According to the most recent data from NFPA, 59% of firefighter deaths are caused by overexertion/medial problems. Vehicle crashes are the next closest cause at 12%. The most common firefighter death is sudden cardiac death at 51%. Another common cause of firefighter deaths occurs after retirement from the fire

service. Over the past decade the CDC has begun to study the rates of cancer in firefighters and compare it to the general population. The study found that firefighters are 102% more likely to develop testicular cancer, 53% more likely to develop multiple myeloma, 62% more likely to develop esophageal cancer and 26% more likely to develop breast cancer.

**Goal 2: SAFER wishes to develop and maintain programs for both mental and physical health.**

**Strategies**

1. Continue EAP program as well as offer fire department Chaplin services to all employees.
2. Education of employees on warning signs of suicide of coworkers, as well as coping mechanisms.
3. Seek funding via grants to purchase and upgrade current exercise equipment at both stations.
4. Begin required physical fitness time on duty.
5. Develop standard operating guidelines for firefighter decontamination and equipment cleaning.
6. Seek funding to purchase equipment to properly decontaminate firefighters following fire response.

Goal 3: EMS Training Center Development

**Statement of Need:** Over the past several years Rib Mountain Fire Department and now SAFER, have offered both American Heart Association training as well as refresher courses for paramedic and critical care paramedic. In the past several months Northcentral Technical College has struggled to obtain and maintain quality EMS instructors. This has resulted in poor quality providers that the department has had to retrain before allowing them to function in the field. SAFER will work to obtain licensure from the State of Wisconsin to operate as an EMS training center. This will help assure the quality of the training providers and potentially open another funding source. Local high schools have also expressed interest in working with SAFER for the development of a training program for high school seniors. Training high school level individuals will help the individual chose a career path, while also providing assistance to the local volunteer EMS services.

**Goal 3: SAFER wishes to obtain licensure to develop an EMS training center and become the preferred destination for students in Central Wisconsin.**

**Strategies**

1. Gather support from area services for development of the training center.
2. Work in conjunction with the State of Wisconsin EMS office to obtain licensure.
3. Obtain further supplies and equipment to develop and maintain a high level of education.

4. Assign lead instructors for each discipline of EMS education as well as program oversight by the EMS Division Chief.
5. Work with local high schools to offer EMS courses to high school seniors.
6. Advertise services to local businesses to fill the gap of EMS education in the area.

#### Goal 4: Recruitment and Retention

**Statement of Need:** Recruitment and retention is a problem for many services across the country. Many part-time employees use SAFER as a training source and move on to full-time positions available at career departments. This can be both a positive and a negative for our service. It does help keep staffing costs at a minimum. However, the continuous loss of quality employees raises several concerns. Since the department is built on the model of paid on call staff the lack of consistency becomes a potential issue. There are also issues with a lack of commitment since many employees know that this is only a short-term job for them. In the past 12 months SAFER has lost six firefighter/paramedics to career departments. Unfortunately, during that same time period only three paramedics were hired, resulting in less staff to cover an increase in call volume and a higher incidence of long distance transport requests.

#### **Strategies**

1. Increase advertising for hiring of more paid on call staff to augment full time staff.
2. Increase pay for paid on call paramedics to retain current staff and attract more paramedics to apply for part-time employment.
3. Offer other benefits to attract and retain paid on call staff that meet minimum response standards.
4. Develop a long-term plan to hire more full-time staff to assure consistency. The costs could be offset by better coverage of inter-facility transports.

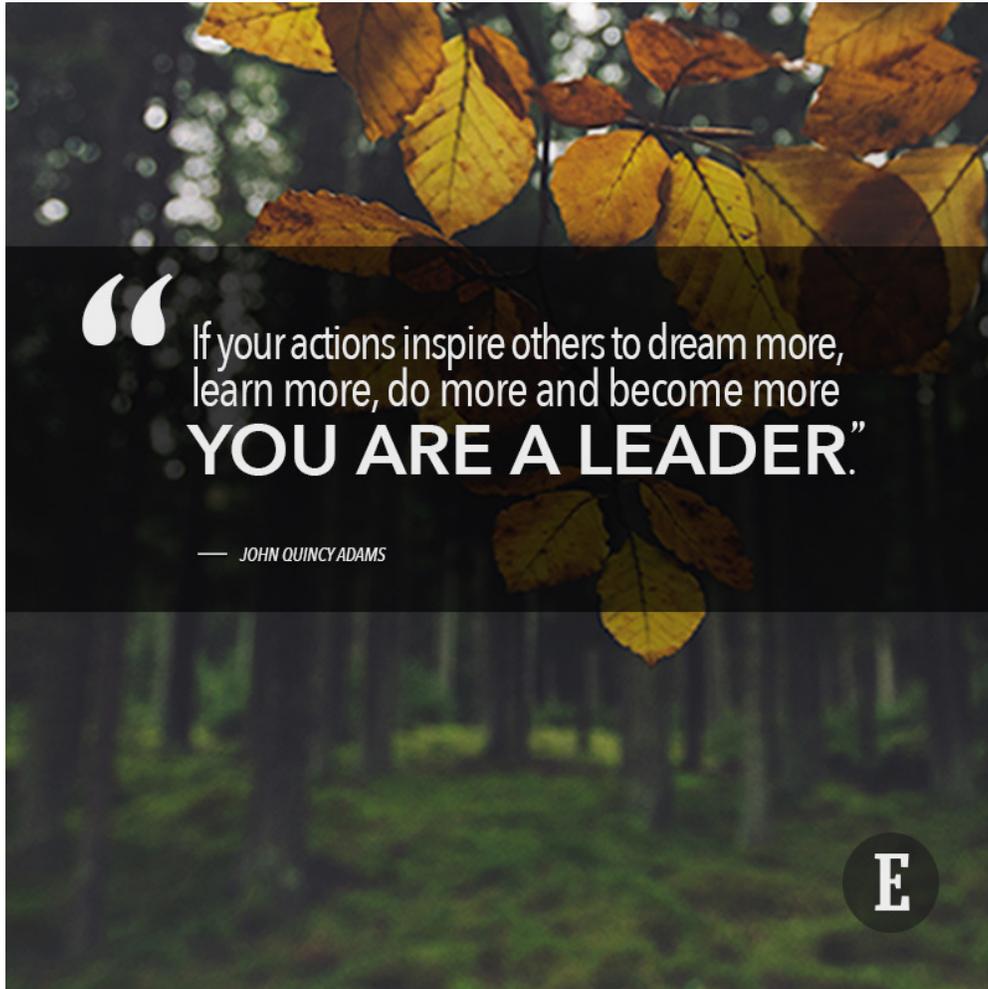


## **South Area Fire & Emergency Response District**

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**2016 Member Survey**

Chief Matt Savage  
Deputy Chief Joshua Finke



## Overview

Under the direction of Chief Matt Savage and Deputy Chief Joshua Finke, the S.A.F.E.R. Strategic Planning Steering Committee designed and implemented a survey of its employees. Anonymity assured, each employee answered more than sixty questions and one free-write portion via "SurveyMonkey.com". The survey response rate was nearly 75%.

## Executive Summary

This summary is intended for the senior management staff of S.A.F.E.R., controlling partners, principal investors, and is for internal use only (not approved for public release).

S.A.F.E.R.'s 2016 employee survey was designed to provoke an honest and candid response from employees in five categories including how employees feel about (1) S.A.F.E.R. in general, (2) S.A.F.E.R. leadership, (3) S.A.F.E.R. projects, (4) their job at S.A.F.E.R., and (5) opportunity at S.A.F.E.R. In addition, all employees were provided with an open-ended question with an opportunity to write up to 1,000 words.

While employees responded favorably with a nearly seventy-five percent response rate, such a survey has never been attempted and a second survey is recommended within twelve months. Also, caution is advised when interpreting survey results, as many questions were designed to reveal employee perceptions.

Results suggests a majority of employees strongly support the work of S.A.F.E.R.'s Chief and Deputy Chief (87%), are proud to say they work at S.A.F.E.R. (94%), would like to work more (75%), and believe the Public (100%) and the Village/Town (90%) leadership support them.

In addition, employees enjoy a sense of fair play attesting that men and women are treated equally (67%), duty shifts and inter-facility shifts are appropriated fairly (85%), promotions are made without regard to age, gender, race, or ethnicity (90%), that their work is valued by the Chiefs (90%), their co-members (90%).

However, employee concerns include a perceived dysfunctional officer corps that doesn't care about them (70%), doesn't lead by example (93%), are unqualified for their position (73%), and makeup a broken chain-of-command (65%). In addition, a majority of employees feel they've been sexually harassed/know an employee that has (>70%); written statements underscore this result.

While the majority agrees training they've received from S.A.F.E.R. was worth their time (75%) and has improve their skills (82%), they would like more targeted training (55%) and better communication from the Fire committee (68%) and the EMS committee (68%). Employees also seek transparent and respectful communication free of favoritism, with a formalized method for the recognition of excellence.

Moving forward, the Strategic Planning Committee recommends continued thoughtful study of the survey results and the development of a short and long term operational plan designed to celebrate that which we do well and to bring about real, meaningful change where needed.

## Employee Summary

This summary is intended for S.A.F.E.R. employees and is for internal use only (not approved for public release).

S.A.F.E.R.'s 2016 employee survey was designed to provoke an honest and candid response from employees in five categories including how employees feel about (1) S.A.F.E.R. in general, (2) S.A.F.E.R. leadership, (3) S.A.F.E.R. projects, (4) their job at S.A.F.E.R., and (5) opportunity at S.A.F.E.R. In addition, all employees were provided with an open-ended question with an opportunity to write up to 1,000 words.

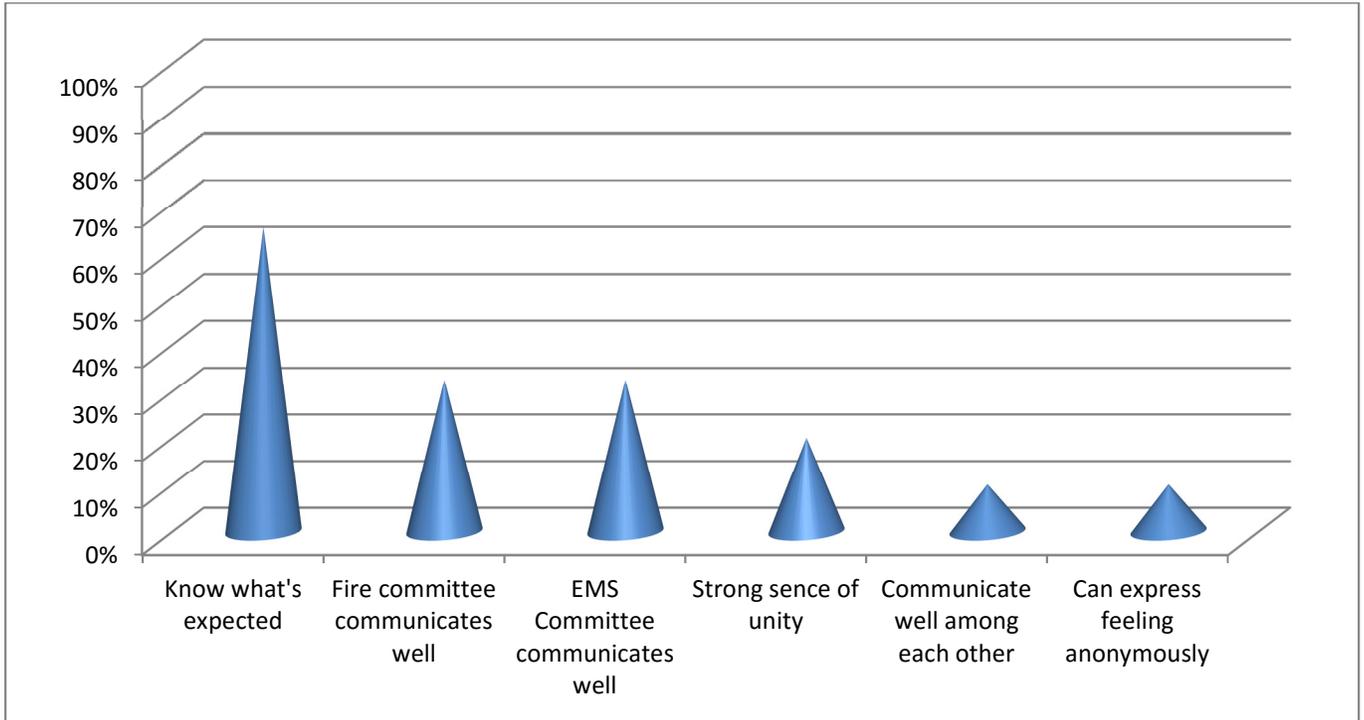
While employees responded favorably with a nearly seventy-five percent response rate, such a survey has never been attempted before and a second survey is recommended within the next twelve months. Also, caution is advised when interpreting survey results, as many questions were designed to reveal employee perceptions.

The employee summary focuses on twenty-two of the sixty-six total survey questions as selected by Deputy Chief Finke and S.A.F.E.R.'s Strategic Planning Committee and grouped into four categories: 1) Communication, 2) Conduct, 3) Leadership, 4) Personnel. Each is intended to stimulate productive discussion, constructive criticism, and most importantly ideas that result in real, meaningful change.

Those included in this process are reminded to be respectful of the sensitive nature of the survey results, the confidentiality of its content, and are encouraged to move beyond micro examples to find macro solutions.

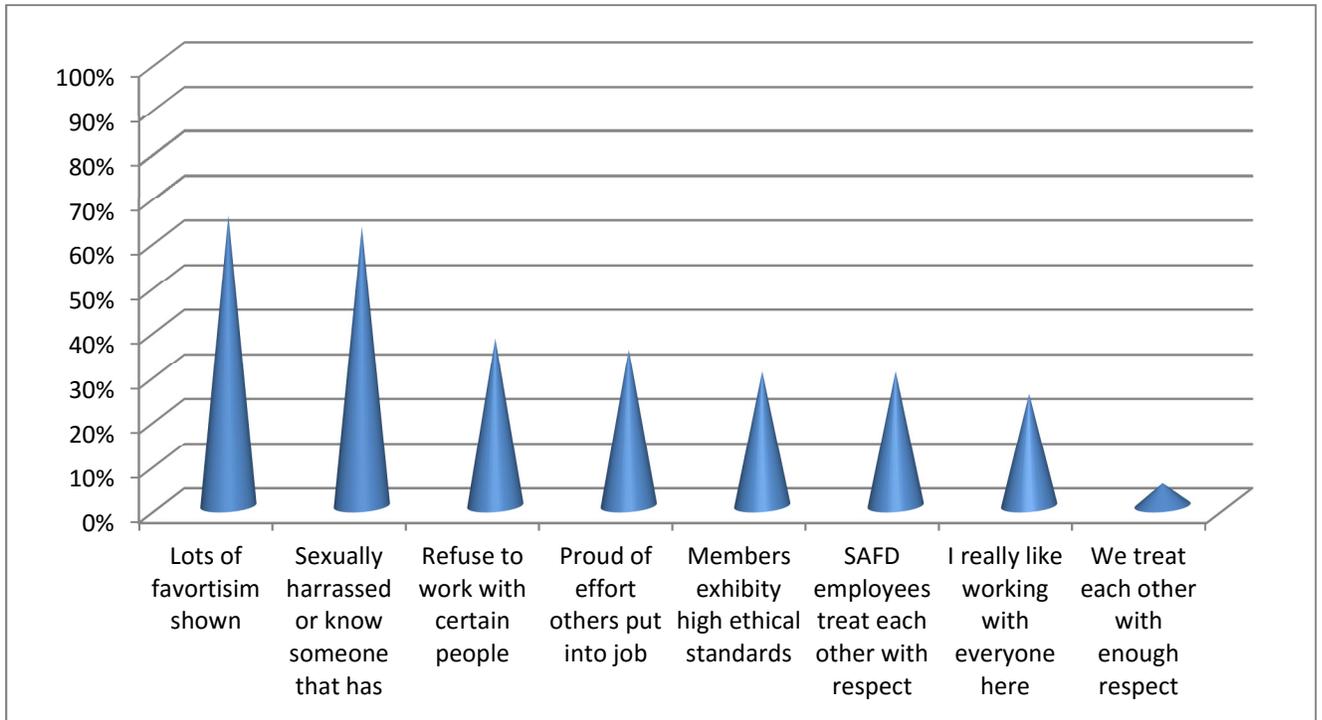
The first category, Communication, includes seven survey questions and their corresponding survey results detailed in Figure 1 below. Each percentage in Figure 1 below refers to employees answering "strongly agree" or "agree" to the question. For example, in the questions below "know what's expected of me", sixty percent of employees strongly agree or agree.

*Figure 1: Communication*



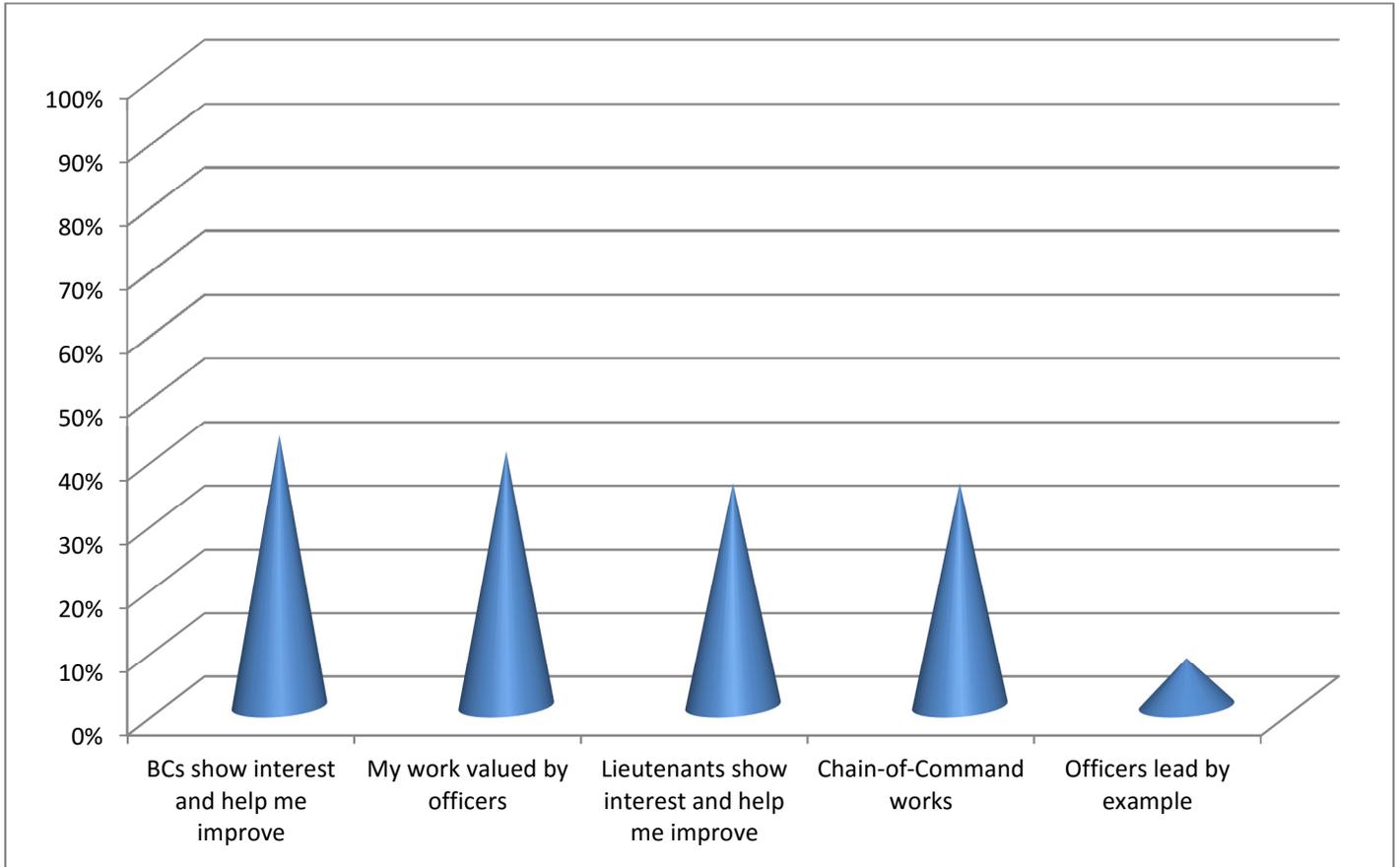
The second category, Conduct, includes eight survey questions and their corresponding survey results detailed in Figure 2 below.

*Figure 2: Conduct*



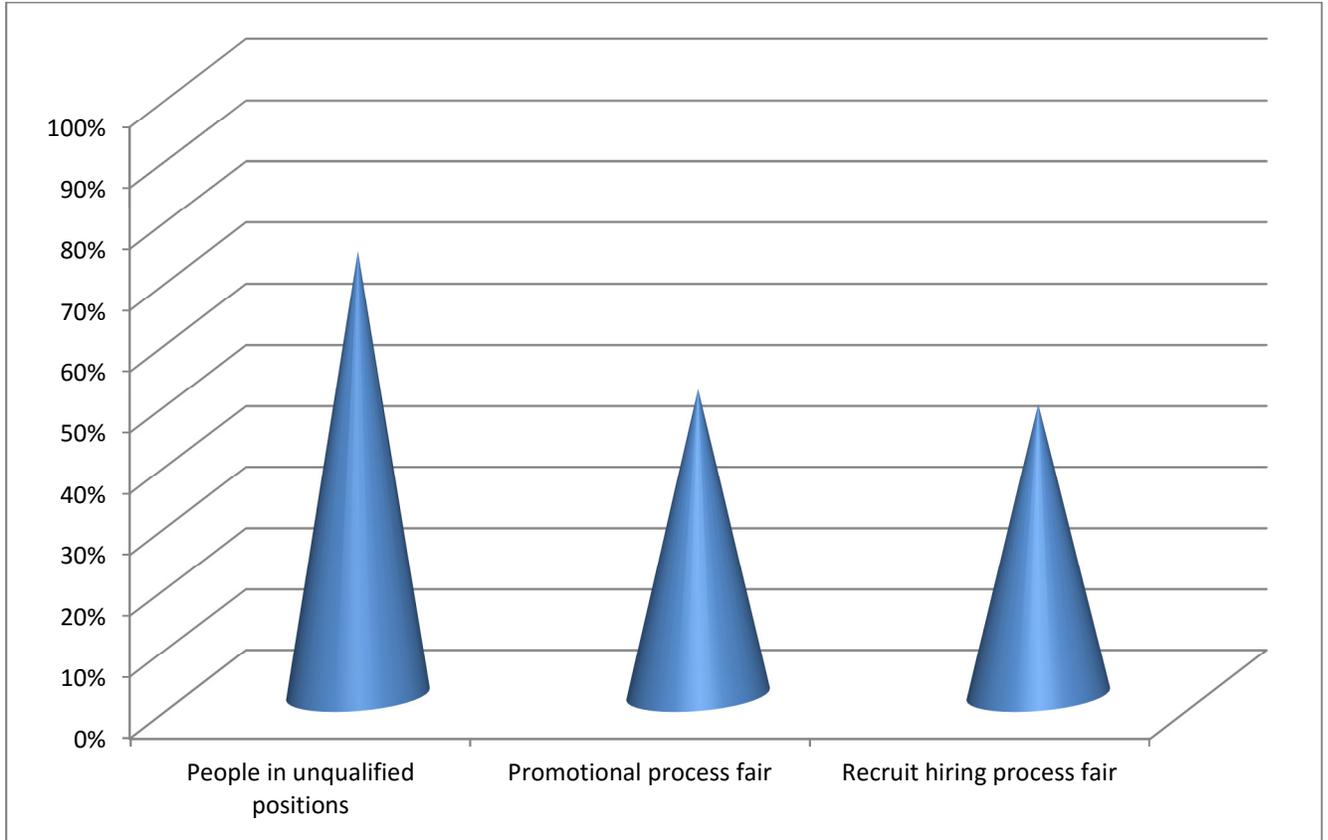
The third category, Leadership, includes eight survey questions and their corresponding survey results detailed in Figure 3 below.

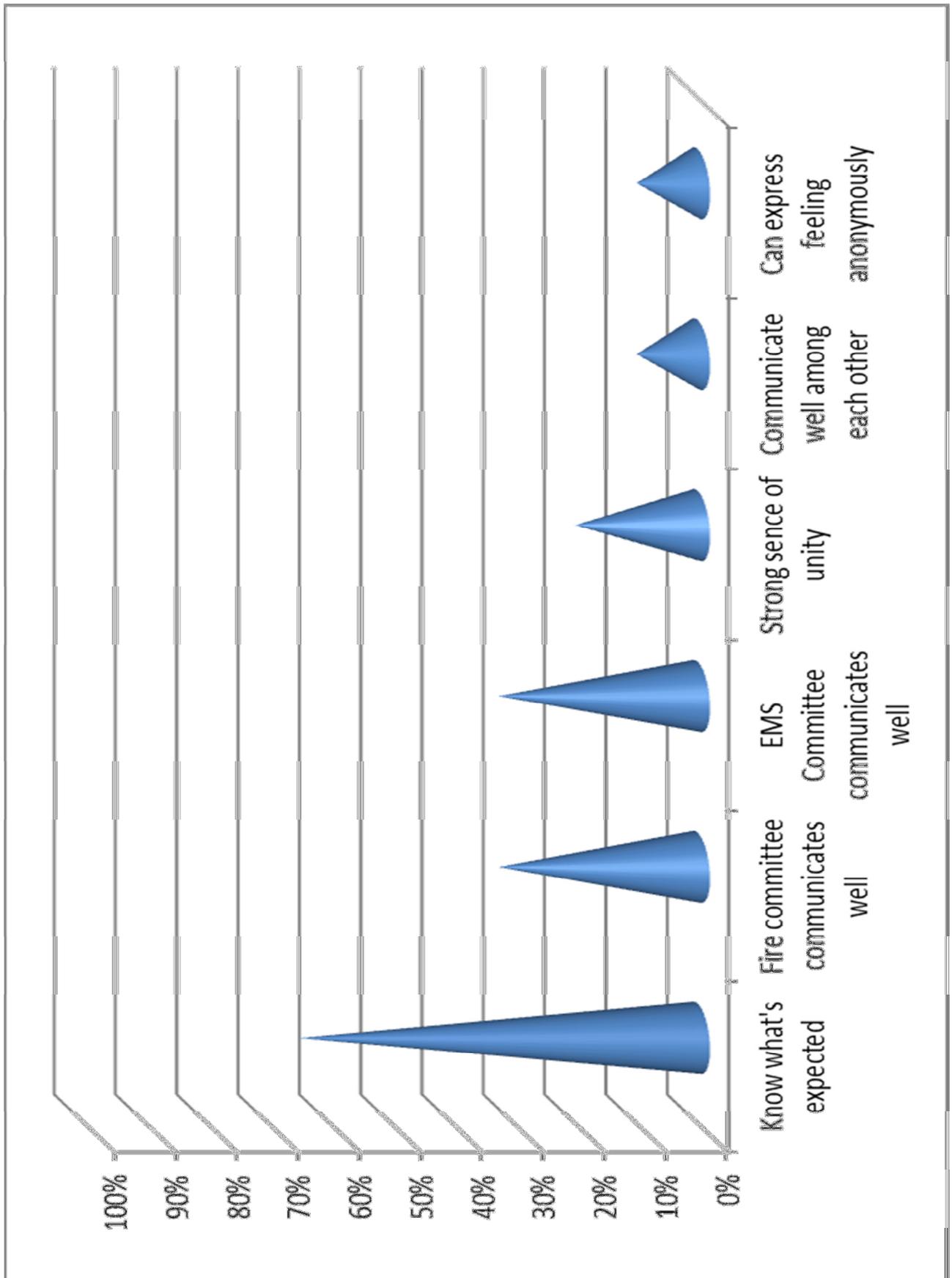
*Figure 3: Leadership*

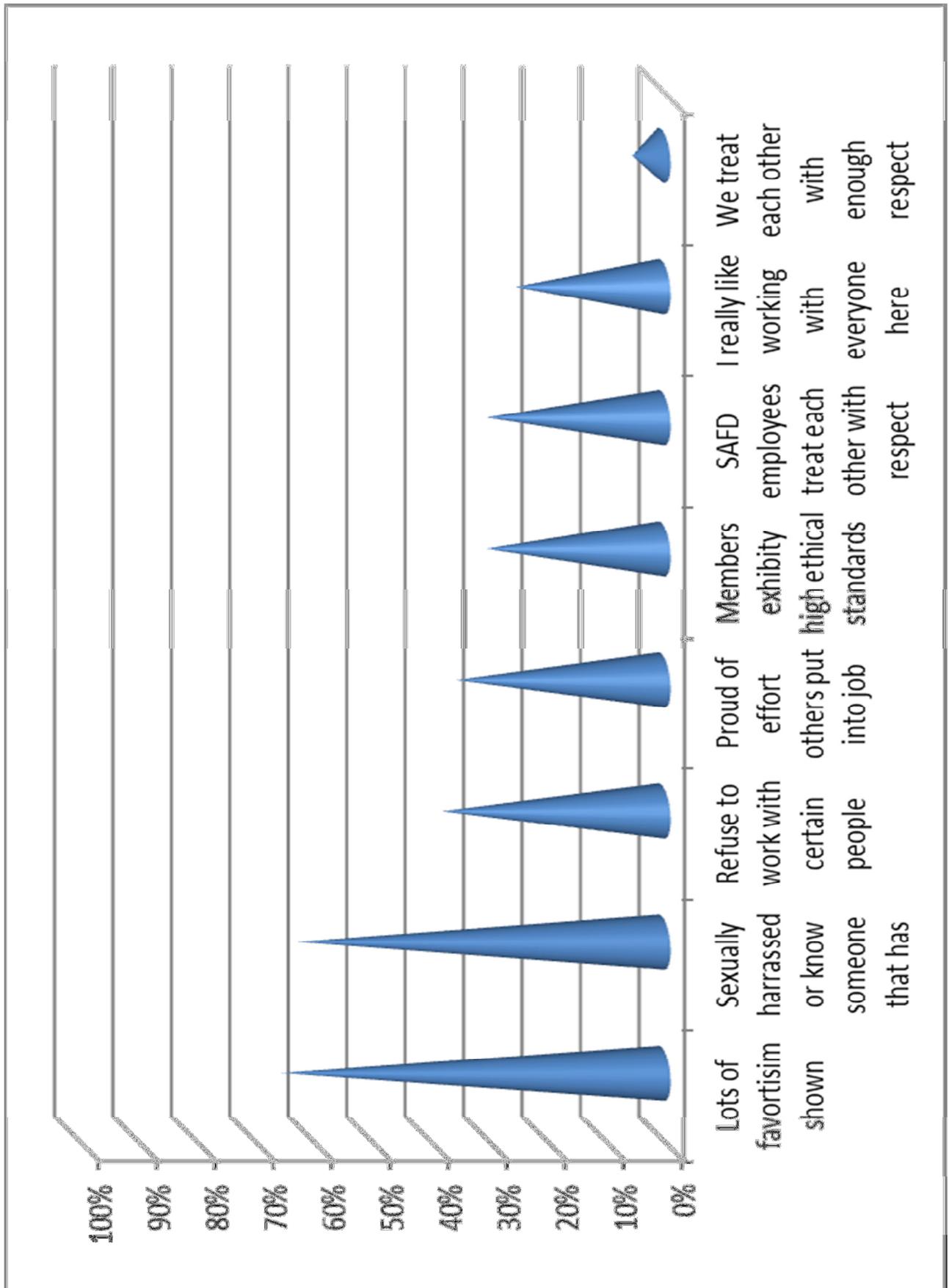


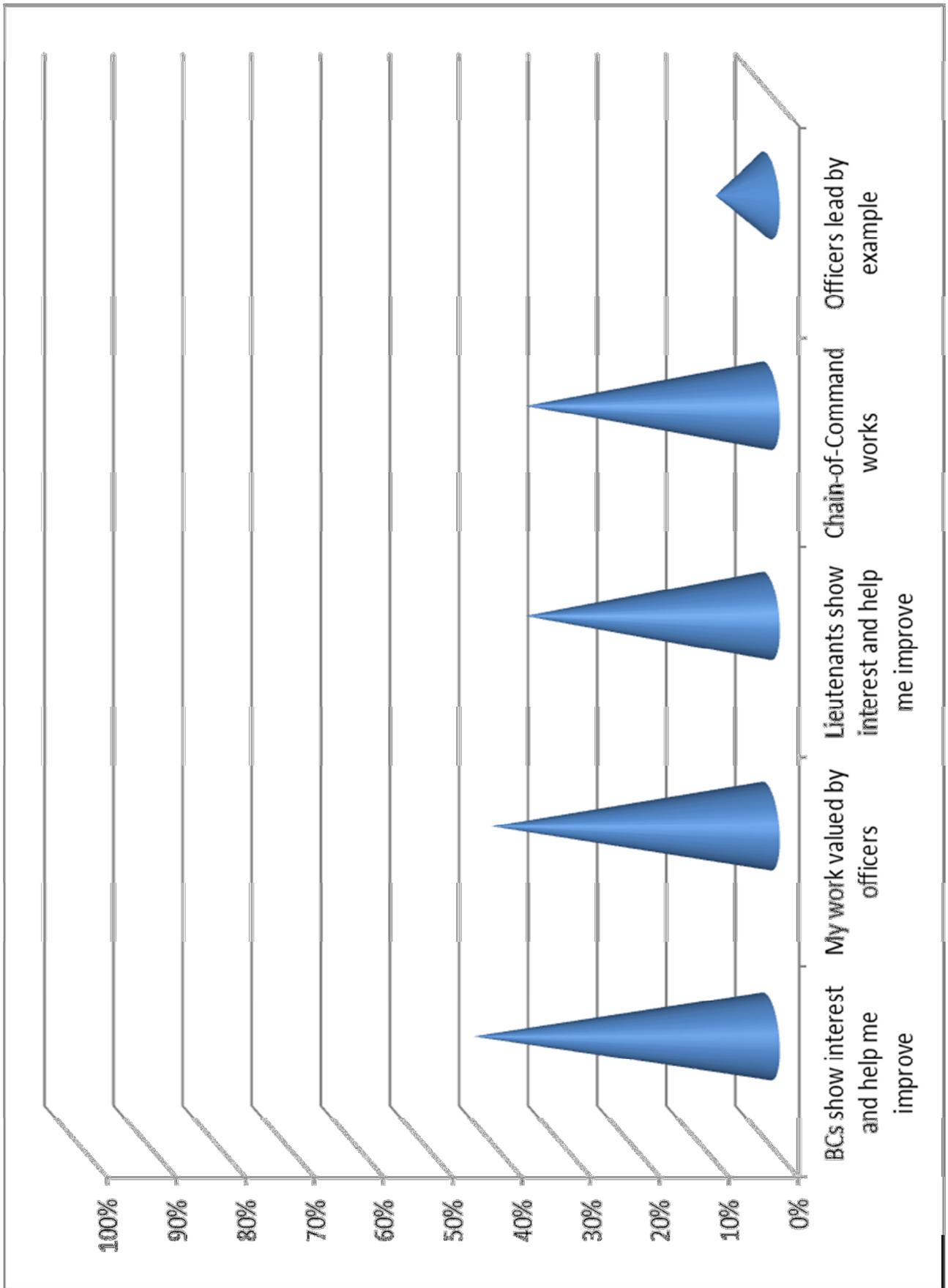
The fourth category, Personnel, includes eight survey questions and their corresponding survey results detailed in Figure 4 below.

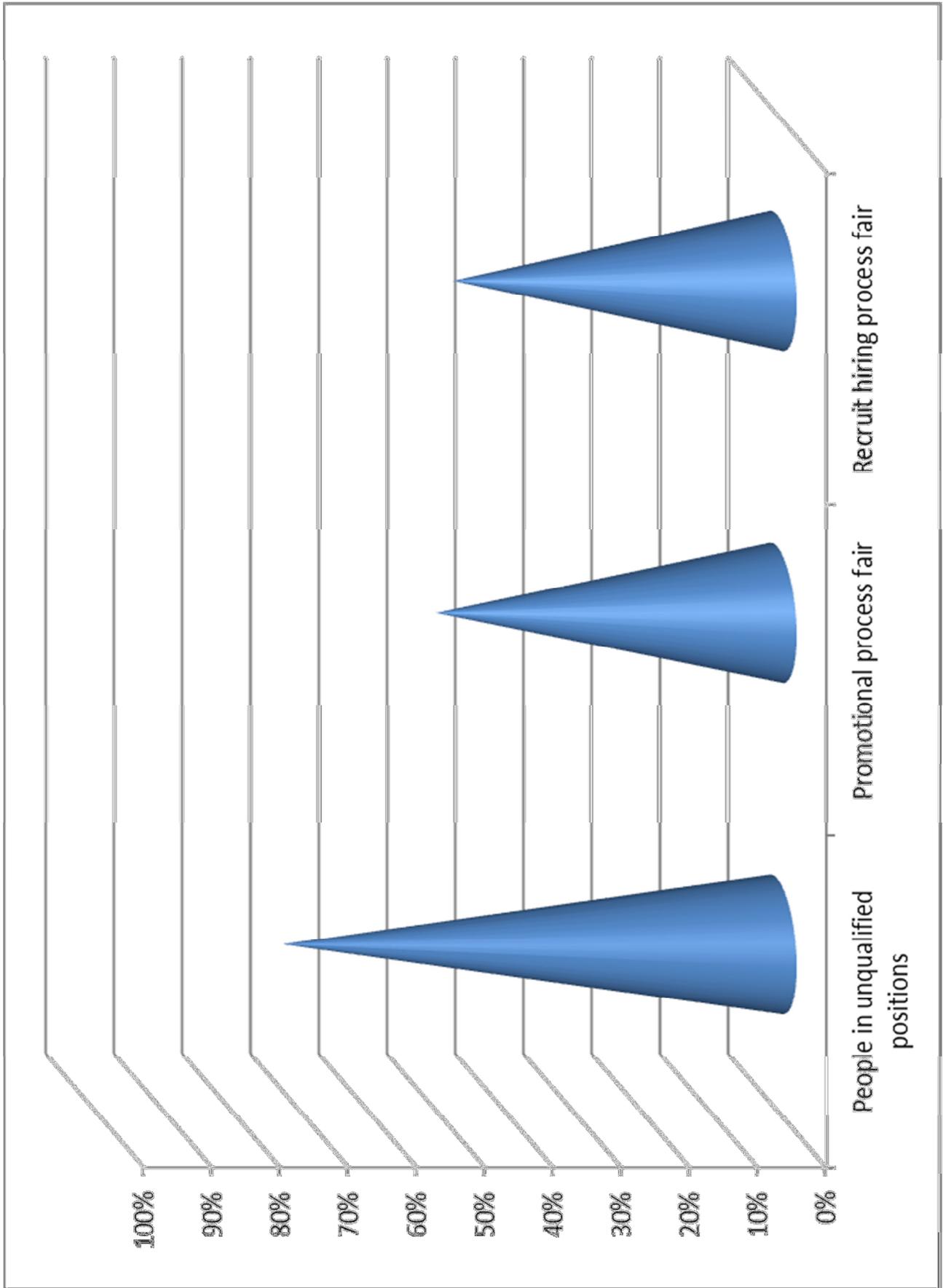
*Figure 4: Conduct*











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

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**September 26, 2016**

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





## MEMORANDUM

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

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

**Date:** September 20, 2016

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

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There is still little to report in regards to this project. The latest letter received from Marathon County is attached to this memo. The County is moving forward with their Public Safety Committee drafting an implementation plan to be shared with the Municipalities later this year.

A decision has been made by the County to extend the anticipated timeline for installation of road and address signs to 2018. I will be working with Village DPW staff in 2017 to determine how much should be budgeted for 2018 for implementation.

As a reminder, 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. To date there isn't much up on it.

Please feel free to contact me with any questions that come up during this project.



# MARATHON COUNTY

## MEMORANDUM

**TO:** Marathon County Municipalities  
Marathon County Board of Supervisors

**FROM:** Craig McEwen – Chair, Public Safety Committee

**DATE:** August 31, 2016

**SUBJECT:** Uniform Addressing; Installation of Road Signs and Address Signs

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The Public Safety Committee, at its monthly meeting on Wednesday, August 17, 2016, discussed the timeline for Marathon County Uniform Addressing. Conservation, Planning, and Zoning (CPZ) Department staff presented the first steps for implementation: budgeting, road naming, sign selection, and information about participation expressed by the cities and villages which was gathered from the stakeholder/advisory group meetings.

After deliberation, in favorable consideration toward municipalities, the Public Safety Committee made the following motion:

Public Safety Committee is in favor of *“The generation of an implementation plan and discussion that envisions implementation of Uniform Addressing in the 2018 calendar year.”*

What does this mean for your community? The Public Safety Committee is continuing to move forward with the drafting of the County Addressing Implementation Plan. The anticipated timeline for installation of road and address signs has been extended to 2018. This will provide greater flexibility to participating municipalities so that:

- 1) Towns, cities, and villages will be able to accurately budget for address signs and road signs.
- 2) Marathon County will be able to work with municipalities to finalize the road naming criteria, standards, and implementation details in 2017.

Over the next few months the Public Safety Committee will be drafting an implementation plan and will be sharing the document with you and the County Board for review. Public Safety Committee will also establish a deadline for incorporated municipalities to participate for cost sharing.

Towns: To assist CPZ please complete the following inventory form, and return in the enclosed stamped, self-addressed envelope by **Friday, September 30, 2016**.

Contact Preston Vande Voort, Marathon County Addressing Coordinator with any questions at 715-261-6048 or [Preston.VandeVoort@co.marathon.wi.us](mailto:Preston.VandeVoort@co.marathon.wi.us).

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

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**September 26, 2016**

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



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

---

TO: CLPS Committee  
DATE: September 23, 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. Multiple properties had to be mowed and invoiced from the Village.

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 they didn't comply with Village ordinances even after a letter was sent where court dates were issued. One resident did not show up for the court date and the judge gave a default judgement and fined them. The other one plead no contest on multiple violations and was also fined.

Still continuing to work with the Planning and Development Department and the Mobile Home Parks in bringing them into compliance. We will be doing onsite inspections beginning in October.

**Farmer's Market**

The Farmer's Market is still going strong even though some vendors are no longer there due to the amount of crops they had (or on Tuesday's as school is back in session). There are lots of mums and flowers, and apples and pumpkins are starting to come in. The Village has also added a Bike Rack for customers which has gone over really well.

There has also been a variety of entertainment throughout the summer playing music from 10am-Noon, including Rich Pinski, Max Koepke, Chad Brecke and the latest group were four boys from D.C. Everest Jazz band who played on Sept. 17<sup>th</sup>. The Master Gardner's have been at the market to help people with gardening questions.

The Market is open on Tuesday's and Saturday's from 8:00 am to sold out (around 4:00pm). The Market goes until October 29<sup>th</sup>.

## **Miscellaneous**

Articles for the November/December edition of The Weston Wire Newsletter is being put together.

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.

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

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**September 26, 2016**

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



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

held on Monday, August 22, 2016, 2016 at 6:00 p.m., in the Board Room, at the Municipal Center  
Trustee Schuster Presiding.

**A. OPENING OF SESSION AT 6:00 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 (Robert Kienbaum was excused).

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

Village Staff in attendance: Loren White, Renee Hodell, Chief Wally Sparks, Jared Wehner, 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 was three visitors.

**B. COMMENTS FROM THE PUBLIC**

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There were no comments from the Public

**C. PRESENTATIONS**

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**5. Joanie and Sabrina Radtke on having backyard chickens**

*Motion by Ziegler, second by Fiene, to move forward in the process of allowing chickens by sending this to the Plan Commission to implement the policy and determine the regulations if they so choose.*

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

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

*Schuster did mention that just because this Committee passed it doesn't mean Plan Commission or the Board will approve it. Wehner also stated that this could take a while depending on meeting schedules.*

Joanie and her daughter Sabrina (14 yrs old) (9957 Sandhill Dr., Weston) gave a presentation regarding backyard chickens and wanting to obtain a Conditional Use for chickens not only for 4H but for their garden and food waste. Sabrina also explained that the hen chickens need a rooster to produce eggs and are much quieter. She also explained how when she grows up she would like to become a farmer. Having chickens would force her to get up early to tend to the chickens and take responsibility on chores.

Joanie Radtke also spoke, stating their family have been residents for almost 20 years and is here to support her daughter. She stated she presented her case a couple of years ago but didn't follow through due to an illness in her family. She also researched other ordinances across the U.S. Joan made comment that female poultry hens that do not crow, are quieter than song birds and that they will cut down on insects and mice in the yard. Will cut down on lawn clippings, kitchen scraps, and garden waste. Joanie also stated that communities that do have them have ordinances that reference coops, where in the yard they can go, no slaughtering etc. Their coop would be small and not visible from the street. Joanie referenced diseases but they are healthier than their commercial counterparts do to the better living

conditions and diet. All of their other pets are well taken care of and trained including certified therapy dogs. Fiene asked if they had talked to the neighbors and they had and one of them actually would like to have chickens also. Martin asked who would be verify that the conditions are meeting code. Guild stated that chickens are becoming a big movement but from and Administration perspective for everyone one person that is responsible there are multiple ones that aren't, and in the past because of minimal staffing and resources the Village has chosen to not allow chickens because of the flagrant abuses. Guild then stated that in order to allow chickens there would need to be an ordinance change which would be done through the Plan Commission. Guild then stated that Hodell and Wehner Could talk more about the nuisance and zoning issues that would come up from having chickens.

Wehner talked about the zoning and how chickens are currently not allowed in residential areas (the Radtke's are currently zones Single Family Small Lot which is the most dense), and in order to get a "conditional use permit" the Zoning Code would have to change, a fee would need to be charged, and there would need be a public hearing. Wehner did state that Kronenwetter does allow chickens and there is a yearly fee but their lots are also a lot bigger as their standard is ½ acre where the Village is 10,000 sq. ft. Wehner wasn't able to talk with anyone at the Kronenwetter Municipal Center to see what if any complaints they have received. Schuster asked if Wehner knew how long Kronenwetter has allowed chickens (Wehner stated about 3 years) and how many permits they have given out (Wehner did not know at this time). Hodell talked about the complaints she has received and they have been about multiple chickens roaming, the conditions of the yard, the slaughtering of chickens in the yard.

Ziegler asked how strict can the ordinance be. If residents were allowed to have chickens and they weren't following the rules could their permit be revoked and within how many days. Wehner stated that if someone was not following the rules they could pull the permit at any time.

Hodell questioned if this issue needs to go to the Plan Commission, and Guild stated the recommendation to allow (or not allow chickens) would come from the Community Life and Public Safety Committee as more of the policy making decision and the structure of the ordinance would be reviewed by the Plan Commission on how to implement the policy (i.e. how many chickens, size of coop, where located on property, etc.) and the Board would review both committee's decisions.

Ziegler asked the Radkte how many chickens they were looking at having in which Joanie stated 4-6. Wehner than stated with the size of the lot it would probably end up being a 4 chicken limit particularly in Single family small lot properties.

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

##### **6. Approve previous meeting minutes from June 27, 2016**

*Motion by Ziegler, second by Martin, to approve the Community Life & Public Safety, June 27, 2016 meeting minutes. Fiene did note that there were a few words that had transposed letters towards the end of the minutes.*

Yes Vote: 4

No Votes: 0

Abstain: 0

Not Voting: 0

Result: PASS

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

**E. REPORTS FROM STAFF**

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**8. Everest Metro Police Department**

Sparks didn't have anything new to add to what was already in his report.

**9. Planning and Development**

Wehner talked about the new addressing that Marathon County is working on and the plan is to have everyone's address will become a 6-digit number based on a Grid System. Guild stated they did this in Ashland County and it made for a safer environment and didn't adversely affect residents too much. He did also state the 75% of the streets in Weston have the same name as others in the County.

Guild stated there is a draft of the new mobile home ordinance that will be coming out from Attorney Yde. The IMR BP request for a Class B license that the CLPS Committee approved for Crafties and denied by the Board is being appealed to the Village Board. He also stated staff is working with Basil on the 4<sup>th</sup> Annual Irish Fest and will be sending out postcards to abutting neighbors inviting them and making them aware of Irish Fest being held September 10<sup>th</sup> to hopefully cut down on the complaints.

Fiene asked about Stillwater landing and where they are at in putting up the fence along E. Jelinek Ave. Wehner stated they are supposed to be doing it but have yet to pull a fence permit. Staff will be sending a letter to all the Mobile Home parked within the next week and doing on sites visits within the month to follow up on previous violations and to see if there are any new violations. Staff will document each lot within the parks and what the current conditions are to have a baseline. There will be an individual lot report and a park as a whole report. Fiene asked about the status on Alpine and Guild stated staff recommend to the Board that their license not be renewed and there was a lengthy Public Hearing. Through the advice from Counsel and from what was presented by the opposing Counsel the Village Board decided to renew Alpine's license through June 30, 2017. However, there are things being worked upon in between times that if they are in violation that can get cited and/or have their license revoked.

**10. Taxpayer Relations Coordinator**

Hodell stated them continues to be complaints regarding tall grass and weeds throughout the community, along with junk and parking on the lawn and she would be working with Chief Sparks and the Everest Metro Police in bringing these properties into compliance. She also talked about the Farmer's Market and how each week more and more vendors are attending, and that entertainment will be beginning this coming Saturday (August 27).

**F. REPORT FROM ADMINISTRATOR**

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Guild stated there is going to be an article in the upcoming newsletter regarding addressing. Staff will also be starting and audit of our code enforcement policy and procedure to make things more efficient audit if the enforcement code. Guild also made reference regarding Halloween where residents are divided on when it should be celebrated (on the day or on weekend). However, there is a policy in place on that where it is celebrate on October 31<sup>st</sup>. Guild mentioned how the Village is working with the County on the Camp Phillips Corridor Plan and the safety of this road.

**G. COMMUNICATIONS AND RECOMMENDATIONS FROM COMMITTEE MEMBERS.**

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There were no comments by the Committee

**H. Set next regular meeting date for Monday, September 26, 2016, at 6:00 P.M.**

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**I. ADJOURN.**

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*Motion by Ziegler, second by Martin, to adjourn the Community Life and Public Safety meeting at 6:54 p.m.*

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

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

Fred Schuster, Trustee  
Renee Hodell, Recording Secretary

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

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**September 26, 2016**

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



## ORDER TO RAZE

TO: Blong Yang and Tong Vang

4803 Mesker Street  
Weston, WI 54476

DEFENDANTS.

YOU ARE HEREBY NOTIFIED, as a holder of interest in the following described premises:

The single family home addressed as 4803 Mesker Street, Weston, Wisconsin, 54476 lying and being in the Village of Weston, County of Marathon and State of Wisconsin, more commonly known and described as: Lot one (1) in Block four (4) of Kellyland's 1974 Addition, in the Village of Weston, Marathon County, Wisconsin, all principle and accessory buildings. Tax Key No. 62.409.4.1.

That, on the basis of an inspection of said premises, made by Shaun "Scott" Tatro, Village of Weston Building Inspector, said premises is hereby found and declared to be so out of repair as to be unfit for habitation or use; and further, said premises is found to be a possible health or safety hazard to the public and that it would be unreasonable to repair said premises. A copy of the August 18, 2016 inspection report is attached hereto and incorporated herein as Exhibit A.

By reason of the above alleged facts, said premises is subject to an Order to Raze, under Section Wis. Stat. § 66.0413(1).

Accordingly, in order that the above premises be made safe and not detrimental to the public health and safety, and pursuant to Wis. Stat. § 66.0413(1) and by the authority vested in me by Wis. Stat. § 66.0413(1), I, Shaun "Scott" Tatro, Building Inspector for the Village of Weston, Wisconsin, do hereby direct and order you to raze said buildings and restore the premises to a dust-free and erosion-free condition within thirty (30) days from the date of service of this notice.

You are advised that should you fail to comply with the above Order to Raze, within thirty (30) days from the date of service of this notice, that by the authority granted under Wis. Stat. § 66.0413(1), I am empowered to and shall cause the razing of said buildings and restoring the premises to a dust-free and erosion-free condition, and the cost of such razing and removing of debris and restoring the premises to a dust-free and erosion-free condition shall be charged against the real estate upon which such buildings are located and shall be a lien upon such real estate, and shall be assessed and collected as a special tax.

### **IMPORTANT**

You are also advised that any appeal of the above Orders to Raze and Remove Debris must be brought within thirty (30) days of the service of these orders upon you and that such appeal must

be to the Circuit Court of Marathon County in the form of an application for a restraining order. Failure to bring such application to the Circuit Court within thirty (30) days from the date of service of these orders upon you will bar forever any right to prevent enforcement of these orders.

Pursuant to Wis. Stat. § 66.0413(1)(g), the Village may, at its option, seek an order from the Circuit Court requiring you to raze the building and remove debris and personal property and fixtures, if you fail to raze and remove them, rather than the Village razing and removing them.

Dated at Weston, Wisconsin, this \_\_\_\_ day of September, 2016, at \_\_\_\_\_ o'clock in the \_\_\_\_

Signed: \_\_\_\_\_  
Shaun "Scott" Tatro

Subscribed and sworn to before me  
this \_\_\_\_ day of September, 2016.

\_\_\_\_\_  
\_\_\_\_\_, Notary Public  
My commission expires \_\_\_\_\_.

# DEPARTMENT OF INSPECTIONS



August 18, 2016

## RE: INSPECTION OF FIRE DAMAGED HOUSE AT 4803 MESKER STREET, WESTON, WI 54476

The home at 4803 Mesker Street had a fire on January 12, 2015 and has been sitting in a damaged condition since. On August 17, 2016 at 9:35 AM, myself and Property Inspector Roman Maguire, accompanied by Everest Metro Police Officer Matt Krebs, inspected the condition of the home referenced above. We were onsite inspecting for about 1 hour and ten minutes. The findings of our inspection are as follows:

- Approximately 50% of the homes floor joist have been damaged and need to be replaced.
- All of the trusses within the home are damaged and would need to be replaced prior to re-occupancy of the home.
- The south wall of the home is damaged to a point where about 2/3 of the wall will need to be replaced.
- The east wall of the home has been damaged and due to sitting idle and unsupported, the wall now has also shifted out and the floor joists that were resting on the wall are no longer being supported. Approximately 3/4 of this wall will need to be replaced prior to re-occupancy.
- The main floor bathroom and the kitchen were so heavily damaged due to the fire they would need to be completely remodeled prior to them being useable again.
- The fire originated in the lower level bedroom under the master bedroom. This area of the home was totally destroyed by the fire and is uninhabitable without a major work.

The home has sat boarded up for almost two years and as you would expect the damage to the structure has gotten worse due to its exposure to the elements over that time. The homeowner is no longer maintaining the property and the village, this past summer, has taken over mowing of this property. There is currently storm damage on the property that has not been cleaned up following a major storm earlier this summer.

This home, based on my inspection, is dangerous, unsafe, unsanitary and otherwise unfit for human habitation in its current state. Per Marathon County tax records the home was valued at \$116,400.00 prior to the fire. Based on my inspection of the property, I would estimate the cost to repair the home and make it safe and habitable again would well exceed the 50% of the assessed value of the building divided by the ratio of assessed value to recommended value required by Wis. Stat. § 66.0414(1). Therefore, based on the inspection of August 17, 2016, I am ordering this home razed as of this date August 18, 2016.

Respectfully Submitted

Shaun "Scott" Tatro  
Village of Weston Building Inspector





Back corner of home with heaviest damage.



Front of home note all windows have been broken out and now are boarded over.



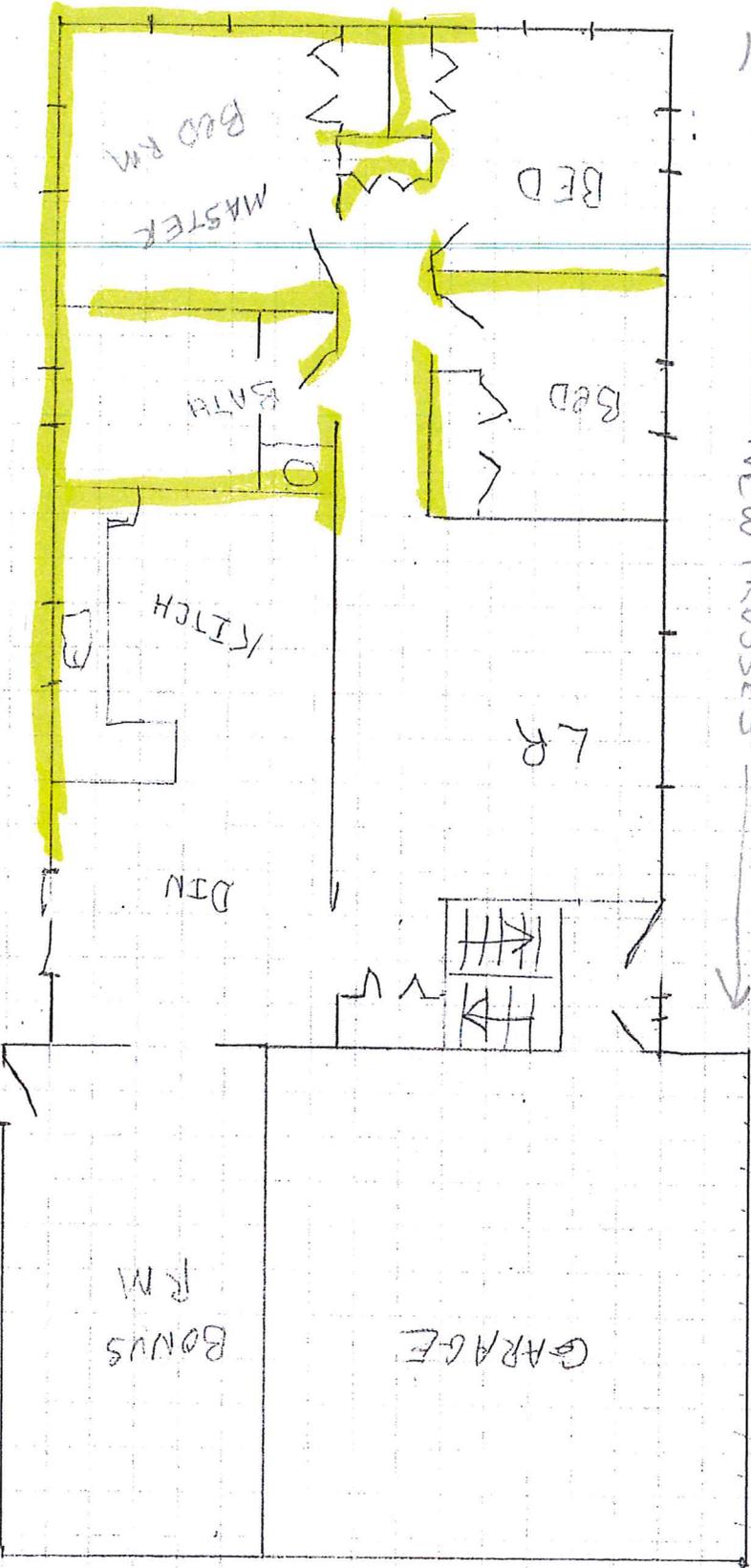
This photo shows east wall has pulled away and is no longer supporting the kitchen floor above.



Photo looking into the master bedroom (no floor and you can see the heaviest damaged wall from inside)

MESKER ST

NEW TRUSSES



WALL TO BE REPLACED  
ALSO ALL TRUSSES OVER  
MAIN HOUSE NEED TO  
BE REPLACED

AREAS NEEDING  
REVISION  
DIST



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

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**September 26, 2016**

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



## Sec. 54.118. Gambling.

- (a) **Adoption of state law regarding gambling.** Wis. Stats. §§ 945.01, 945.02, 945.03 and 945.04 prohibiting gambling, exclusive of the penalty, are hereby adopted by reference and made an offense punishable as a violation of this Code.
- (b) **Definitions.**
- (1) **BET.** A bet is a bargain in which the parties agree that, dependent upon chance even though accompanied by some skill, one stands to win or lose something of value specified in the agreement. But a bet does not include:
- (a) Bona fide business transactions which are valid under the law of contracts including without limitation:
    - 1. Contracts for the purchase or sale at a future date of securities or other commodities, and
    - 2. Agreements to compensate for loss caused by the happening of the chance including without limitation contracts of indemnity or guaranty and life or health and accident insurance;
  - (b) Offers of purses, prizes or premiums to the actual contestants in any bona fide contest for the determination of skill, speed, strength, or endurance or to the bona fide owners of animals or vehicles entered in such contest;
  - (c) Participation in bingo or a raffle conducted under Wisconsin Statutes Chapter 563.
  - (d) Pari-mutuel wagering subject to Wisconsin Statutes Chapter 562.
  - (e) Participation in a lottery conducted under Wisconsin Statutes Chapter 565.
  - (f) An agreement under which an employee is given an opportunity to win a prize, the award of which is determined by chance, in return for the employee making a referral or identification described in Wis. Stat. § 945.01 (5)(b)2.h.
- (2) **BOOKMAKING.** "Bookmaking" means the receiving, recording or forwarding of a bet or offer to bet on any contest of skill, speed, strength or endurance of persons or animals.

(3) GAMBLING MACHINE.

(a) A gambling machine is a contrivance which for a consideration affords the player an opportunity to obtain something of value, the award of which is determined by chance, even though accompanied by some skill and whether or not the prize is automatically paid by the machine.

(b) "Gambling machine" does not include any of the following:

1. A device used in conducting a bingo occasion or raffle under Wisconsin Statutes Chapter 563, used in conducting a lottery under Wisconsin Statutes Chapter 565, or used in conducting a race under Wisconsin Statutes Chapter 563.

2. Any amusement device if it rewards the player exclusively with one or more nonredeemable free replays for achieving certain scores and does not change the ratio or record the number of the free replays so awarded.

3. An amusement device involving skill, if it rewards the player exclusively with merchandise contained within the amusement device proper and limited to prizes, toys and novelties, each having a wholesale value which is not more than 7 times the cost charged to play the amusement device once or \$5, whichever is less. In this subdivision, "skill" means, within an opportunity provided for all players fairly to obtain prizes or rewards of merchandise, a player's precision, dexterity or ability to use his or her knowledge which enables him or her to obtain more frequent rewards or prizes than does another less precise, dextrous or knowledgeable player.

(4) GAMBLING PLACE.

(a) A gambling place is any building or tent, any vehicle (whether self-propelled or not) or any room within any of them, one of whose principal uses is any of the following: making and settling bets; receiving, holding, recording or forwarding bets or offers to bet; conducting lotteries; or playing gambling machines.

(b) "Gambling place" does not include a place where bingo or a raffle is conducted under Wisconsin Statutes Chapter 563, where a lottery is conducted under Wisconsin Statutes Chapter 565 or where a race is conducted under Wisconsin Statutes Chapter 562 and does not include a

gambling vessel that is in the process of construction, delivery, conversion or repair by a shipbuilding business that complies with Wis. Stat. § 945.095.

(c) Evidence that the place has a general reputation as a gambling place or that, at or about the time in question, it was frequently visited by persons known to be professional gamblers or known as frequenters of gambling places is admissible on the issue of whether it is a gambling place.

(d) Any gambling place is considered a public nuisance.

(5) LOTTERY.

(a) A lottery is an enterprise wherein for a consideration the participants are given an opportunity to win a prize, the award of which is determined by chance, even though accompanied by some skill.

(b) "Lottery" does not include bingo or a raffle conducted under Wisconsin Statutes Chapter 563, pari-mutuel wagering conducted under Wisconsin Statutes Chapter 562 or the state lottery or any multijurisdictional lottery conducted under Wisconsin Statutes Chapter 565.

(c)

1. "Consideration" in this subsection means anything which is a commercial or financial advantage to the promoter or a disadvantage to any participant, but does not include any advantage to the promoter or disadvantage to any participant caused when any participant learns from newspapers, magazines and other periodicals, radio or television where to send the participant's name and address to the promoter.

2. In any game, drawing, contest, sweepstakes, or other promotion, none of the following constitutes consideration under this subsection:

a. Listening to or watching a television or radio program.

b. Filling out a coupon or entry form that is received through the mail or published in a newspaper or magazine, if facsimiles of the coupon or entry form or handwritten and other informal entries are acceptable or if no purchase is required.

c. Furnishing proof of purchase if the proof required does not consist of more than the container of any product as

packaged by the manufacturer, or a part of the container, or a facsimile of either.

d. Sending the coupon or entry form and proof of purchase by mail to a designated address.

e. Filling out a coupon or entry form obtained and deposited on the premises of a bona fide trade fair or trade show defined as an exhibition by 5 or more competitors of goods, wares, or merchandise at a location other than a retail establishment or shopping center or other place where goods and services are customarily sold; but if an admission fee is charged to the exhibition all facilities for obtaining and depositing coupons or entry forms shall be outside the area for which an admission fee is required.

f. Visiting a mercantile establishment or other place without being required to make a purchase or pay an admittance fee.

g. Using a chance promotion exempt under Wis. Stat. § 100.16 (2).

h. An employee referring a person to the employee's employer to purchase goods or services from the employer, or identifying for the employer a person who may purchase goods or services from the employer, regardless of whether the employee who makes the referral or identification is compensated in any manner for the referral or identification.

(6) WIRE COMMUNICATION FACILITY. "Wire communication facility" means any and all instrumentalities, personnel and services, and among other things the receipt, forwarding or delivery of communications used or useful in the transmission of writings, signs, pictures and sounds of all kinds by means of wire, cable, microwave or other like connection between the points of origin and reception of such transmission.

(c) **Gambling.** It shall be unlawful and prohibited to make a bet, enter or remain in a gambling place with intent to make a bet, to participate in a lottery, to play a gambling machine, or to conduct a lottery.

(d) **Commercial Gambling.** It shall be unlawful and prohibited to do any of the following:

- (1) Operate or permit the operation of a gambling place; or
- (2) For gain, receive, record or forward a bet or offer to bet; or
- (3) For gain, become a custodian of anything of value bet or offered to be bet;  
or
- (4) Conduct a lottery where both the consideration and the prize are money; or
- (5) Possess, operate, setup, collect proceeds from or participate in the earnings  
of any gambling machine; or
- (6) For gain, maintain any record, paraphernalia, tickets, certificates, bills,  
slip, token, paper, writing or other device used, or to be used, or adapted,  
devised or designed for use in gambling; or
- (7) For gain, use a wire communication facility for the transmission or receipt  
of information assisting in the placing of a bet or offer to bet on any sporting  
event or contest, or for the transmission of a wire communication which  
entitles the recipient to receive money or credit as a result of a bet or offer to  
bet; or
- (8) Permit any real estate owned, occupied or under one's control to be used  
as a gambling place; or
- (9) Permit a gambling machine to be setup in a place owned, occupied or  
under one's control.

- (e) **Penalties.** Notwithstanding subsection (f), any person found to have violated any provisions of this section shall be subject to a forfeiture of not less than two thousand dollars (\$2,000) and not more than five thousand dollars (\$5,000)
- (f) **Commercial gambling violations by Class "B" or "Class B" license establishments.** If the violation of subsection (d) involves the possession, operation, setup, collection of proceeds, participation in earnings or maintenance of, or involves acting as the custodian of anything of value bet or offered to be bet on, not more than 5 video gambling machines on premises for which a Class "B" or "Class B" license or permit has been issued, the person may be penalized as follows.
- (a) If the violation involves one video gambling machine, the person may be required to forfeit not more than \$500.
  - (b) If the violation involves 2 video gambling machines, the person may be required to forfeit not more than \$1,000.

(c) If the violation involves 3 video gambling machines, the person may be required to forfeit not more than \$1,500.

(d) If the violation involves 4 video gambling machines, the person may be required to forfeit not more than \$2,000.

(e) If the violation involves 5 video gambling machines, the person may be required to forfeit not more than \$2,500.

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

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**September 26, 2016**

**MEETING PACKET COVER SHEET**  
**AGENDA ITEM –G.12.**



Some concerns were that people may try to fill in their ditches, or with there being ditches and no curb, people may be more likely to park further onto the property, than on the road. Schuster is okay with this, as long as there is some Village oversight to make sure people aren't filling in their ditches.

White feels people would not fill in, as they would fill in the storm water drains and feels this will not be a thoroughfare, as far as concerns for narrow streets.

Jim Borysenko, REI, said it will be more like a yard drain standpipe. Each pair of driveways will be its own storm water management, and each lot will infiltrate pretty freely. Johnson feels that if there is a pipe there, people will not fill it in. Zeyghami questioned where discharged, and Borysenko stated there will be two discharge points, one on the west end of the site and one up on Ross Avenue.

Schuster confirmed these drains will be in the right-of-way and will be maintained by the Village, if plugged up. Donner stated the Village would clean these and the exact details of these are still being discussed.

Donner explained in his report, if Plan Commission agrees with the recommendation of the Property & Infrastructure Committee (Item A. in his report), regarding the typical street cross section of 24 feet of pavement with a 2-foot curb, infiltration swale/ditch, and 5-foot sidewalks on both sides, staff then recommends certain conditions on this preliminary plat review, which he read to the Commission, as they are written in his staff report (attached).

Dan Higginbotham, PGA Inc., suggested that there be a note on the plat to let people know about the requirements to maintain the infiltration areas. Donner agreed that we need some way to communicate this, and the plat is a good place to start, but also at the time of building permits the Village could do some additional education.

Diesen questioned with Lot 43, if that corner will be rounded. Donner stated our code requires a 25-foot radius on corner lots. Higginbotham pointed out that the lines we see on that plat do not represent exactly where the pavement will go out to, as those lines represent the right-of-way. The pavement will intersect at 90-degree angles. Donner pointed out the plan sheets provided in the packet show the curve in the pavement around the corner lots.

There was some discussion of what trees will be left standing. Higginbotham stated there will be quite a few trees left, and gave history of what has occurred with this site over time. Higginbotham stated they are comfortable with all the staff conditions.

**Motion by Schuster, second by Lawrence, to approve the preliminary plat of Misty Pines Subdivision, per the recommendation of the Property & Infrastructure Committee and Village Staff, and including the requirement of providing information to the builder on educating future buyers of not filling in the drainage swales. Diesen voted nay. Motion passed.**

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

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

**7. Discussion and direction on allowing the keeping of animals (chickens) on residential lots (non-AG), as Recommended by CLPS Committee.**

Wehner commented that we have had a request for small residential lots to be allowed to keep chickens. This topic recently went before CLPS, who then recommended PC further explore the option. If PC were to endorse this, a change to the zoning code would have to be made, and staff would recommend chickens only be allowed through Conditional Use Permit's (CUP's). Wehner commented that when this was explained to the CLPS, they may not have understood the amount of work that goes into revising our zoning code, then also for issuing CUP's. Wehner commented the amount of requests we receive for people who want chickens is not as much as the complaints that come in from people who have neighbors or think their neighbors have chickens.

Lawrence questioned the type of complaints staff receives, which Wehner stated their running loose, number of chickens, slaughtering of chickens, and noise.

Johnson feels people in his neighborhood would like chickens.

Schuster commented CLPS had started out on the premise it would be denied, then he was surprised to see CLPS pushing this forward to PC. Schuster feels the complaints are from people who know chickens are not allowed, versus those who do not like them.

Schuster stated if we have only had one or two requests, he does not see the worth in our making changes to our code. He commented, though, that if chickens were allowed, he probably would have a few in his yard.

Johnson feels we are in times where we are promoting sustainable living, and he feels chickens and eggs are part of that discussion.

There was discussion of whether a motion was needed or not. White stated a motion makes it clear and the Board can then react from it.

**Motion by Diesen, second by Schuster, to deny the keeping of animals (chickens) on residential lots (non-AG), as recommended by CLPS Committee. Johnson and Lawrence voted nay. Motion passed.**

Yes Vote: 4

No Votes: 2

Abstain: 0

Not Voting: 1

Result: PASS

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

## 8. Discussion and direction on the policy regulations regarding parking lot reconstructions.

Wehner commented there are 8 different commercial parking lot projects occurring that have been found. He read to the Commission 94.3.03(10) "Site Plan Review Required. All development activities or uses of land that result in construction, reconstruction, exterior remodeling, or expansion of structures, parking lots, loading areas, or outdoor storage areas are subject to site plan approval under Section 94.16.09...". Wehner stated we do not really have a definition of "reconstruction". Wehner stated that he and Higgins are both of the opinion that if there is a layer of asphalt removed from the surface, with a new layer of asphalt placed down, that the parking lot is technically being reconstructed.

There are a lot of parking lots in the older areas of the Village which do not meet our code, being landscaping, curb and gutter, setbacks, etc. Wehner stated it is his interpretation that whenever reconstruction of a parking lot occurs, it then needs to meet those three things.

Wehner stated he would not consider seal coating or crack filling to reconstruction. Schuster questioned if someone simply wanted to put a 1" layer of asphalt over their existing parking lot, if he would consider that reconstruction. Wehner stated he would have to see for sure what is going on.

Higgins stated most of these projects we are seeing, all of the black top is being removed down to the base course. She stated with these older areas of the Village, we do not have any past site plans on file, and may not know if there are drainage issues to be fixed if we don't receive plans for review prior to reconstruction.

There was discussion of what permits are needed, and Wehner clarified there is not a driveway permit, but a site plan application and plan are required. Hooshang agreed that through this site plan, this would be the time to fix any deficiencies. Higgins agreed, but stated some businesses out there are simply going and doing the pavement work and not talking to the Village at all. Higgins gave the example of Cloverbelt Credit Union, where she noticed their parking lot project as she drove past one morning. At that point, the