

VILLAGE OF WESTON, WISCONSIN

OFFICIAL MEETING AGENDA OF THE BOARD OF TRUSTEES

This regular meeting of the Village of Weston Board of Trustees, in its 20th legislative session, is composed of seven (7) members, who will convene at the Weston Municipal Center's Board Room, located at 5500 Schofield Ave., Weston, on **Monday, October 3, 2016, at 6:00 p.m.**, to consider the following matters:

OPENING OF SESSION.

ROLL CALL

PLEDGE OF ALLEGIANCE

OPPORTUNITY FOR CITIZENS TO BE HEARD

1. [Tom Felch, J&D Tool Benders](#)

AWARDS, RECOGNITIONS, ANNOUNCEMENTS

2. Announcement – Manufacturing Excellence Awards; Tues 10/4 @ 5:30 p.m.
3. Announcement – All Staff Meeting; Wed, 10/5 @ 8:30 A.M.
4. Announcement – Lumin Training for Board of Trustees, Wed, 10/5 @ 5:30 p.m.

PRESENTATIONS - - No scheduled presentations.

REPORTS FROM STAFF – – All items listed under this section are considered routine by the Board of Trustees and will be acknowledged and placed on file via one consent motion. There will be no separate discussion of these items, unless requested. Reports which require subsequent actions and further discussion will be moved under “Unfinished Business” on this agenda.

5. [Crowe, Nathan](#) – Technology
6. [Donner, Keith](#) – Public Services
7. Higgins, Jennifer – Planning & Development
8. [Hodell, Renee](#) – Taxpayer Engagement
9. Jacobs, John – Finance
10. [Osterbrink, Shawn](#) – Parks
11. Savage, Matt – EMS & Fire
12. Schmidt, Greg – Assessment
13. Sparks, Wally – Police
14. Tatro, Scott – Facilities
15. Weinkauf, Sherry – Clerk
16. [Wodalski, Michael](#) – Operations
17. Yde, Matt – Attorney

ACTION – Motion to acknowledge all reports and place on file with Village Clerk.

REPORTS FROM COMMITTEES – – All items listed under this section are considered routine by the Board of Trustees and will be acknowledged and placed on file via one consent motion. There will be no separate discussion of these items, unless requested. Reports which require subsequent actions and further discussion will be moved under “Unfinished Business” on this agenda.

18. Community Development Authority
19. [Community Life, & Public Safety](#)
20. Community Marketing Task Force
21. EMPS – Joint Finance Committee
22. EMPS – Police Commission

VILLAGE OF WESTON, WISCONSIN
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- 23. Finance
- 24. SAFER – Board of Directors
- 25. SAFER – Fire Commission
- 26. Parks & Recreation
- 27. Personnel
- 28. Plan Commission
- 29. [Property & Infrastructure](#)
- 30. Zoning Board of Appeals

ACTION – Motion to acknowledge all reports/minutes and place on file with Village Clerk.

CONSENT – All items listed under this section are considered routine by the Board of Trustees and will be acknowledged and placed on file via one consent motion. There will be no separate discussion of these items, unless requested. Business items which require subsequent actions and further discussion will be moved under “Unfinished Business” on this agenda.

- 31. [Approve borrowing \\$433,500 general obligation note financing for \(2\) pieces of equipment for the South Area Fire & Emergency Response \(SAFER\) District.](#)
- 32. [Approve a professional services contract with MiTech in the amount of \\$24,300 to prepare a preliminary design and preliminary right-of-way plat for proposed connecting streets between Transport Way and Weston Avenue and between Transport Way and Von Kanel, and a frontage road or rear access road for small parcels fronting Weston Avenue.](#)
- 33. [Acknowledge Resolution No. 2016-016 recommending adoption of components of the comprehensive plan; consisting of amendments to Volume 1 – Conditions and Issues, an update to Volume 2 – Vision and Directions, and the Broadband Technology Plan as part of Volume 3-Supplemental Plans.](#)
- 34. [Approve Ordinance No. 16-042 to adopt components of the Village’s comprehensive plan; consisting of amendments to Volume 1 – Conditions and Issues, an update to Volume 2 – Vision and Directions, and the Broadband Technology Plan as part of Volume 3.](#)
- 35. [Acknowledge the 2017 Recycling Grant Application.](#)
- 36. [Approve the purchase of a replacement utility van from Scaffidi Motors for a total price of \\$32,319.50.](#)
- 37. [Approve a donation of 20 daily passes to the Aquatic Center that will be used at the D.C. Everest Junior High School for their positive behavior intervention system.](#)
- 38. [Approve increasing the prices of Aquatic Center swim lessons from \\$15 to \\$25 for residents and from \\$20 to \\$30 for non-residents.](#)
- 39. [Approve September 19, 2016 Board of Trustees Minutes.](#)
- 40. [Approve September 21, 2016 Joint Board of Trustees and Plan Commission Minutes.](#)
- 41. [Approve Operator Licenses.](#)
- 42. [Approve payment of expenditures – Voucher #44305 – 44412.](#)

ACTION – Motion to approve items #31 through #42.

UNFINISHED BUSINESS

NEW BUSINESS - - No new business scheduled.

REPORTS FROM ADMINISTRATOR

- 43. CVB
- 44. CWED
- 45. MCDEVCO

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

CONVENE INTO CLOSED SESSION UNDER WISCONSIN STATE STATUTES 19.85 (1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

CONVENE INTO CLOSED SESSION UNDER WISCONSIN STATE STATUTES 19.85 (1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

RECONVENE INTO OPEN SESSION AND TAKE ACTION ON CLOSED SESSION ITEMS, IF NECESSARY.

REPORT FROM TRUSTEES

REPORT FROM PRESIDENT

ADJOURN

WITNESS: My signature this 30th day of September, 2016.

Sherry Weinkauf, Clerk

This agenda was posted at the Municipal Center, and on the Village's website at www.westonwi.gov, and was emailed to local media outlets (Print, TV, and Radio) on 9/30/2016 @ 4:30 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. 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, requiring that meeting or material to be in an 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
OFFICIAL MEETING AGENDA OF THE BOARD OF TRUSTEES**

MEETING PACKET

AGENDA ITEM COVER SHEET

ITEM # – 1



MEMORANDUM

To: Village Board of Trustees

From: Jennifer Higgins, Director of Planning & Development
Scott Tatro, Building Inspector

Date: September 30, 2016

Re: 10/3/16 Board Agenda Visitor – Tom Felch, J&D Tube Benders

Mr. Felch contacted Director Higgins on 9/28/16 via email to see if two projects he was planning at his business, J&D Tube Benders, 8951 Enterprise Way, needed permits. They were planning to put a new layer over their roof and also adding a shelter over an existing patio. The following is the email stream from the discussion:

Hi Tom,
Your contact for these two projects will be Scott Tatro or Roman Maguire in my Building Inspections Division of Planning and Development. I've cc'd them in on this message.

For the roof you will need to fill out a [Commercial/Multi-family Roofing Permit](#). The fee for the permit is 1% of the total cost of the project. The pdf is a fillable pdf so you can fill it out on your computer and email it back to plandev@westonwi.gov. Depending on their workload, permits like these shouldn't take more than 5-7 business days to get back to you. We would issue the permit as soon as the fee is received.

For the shelter on the patio, Scott Tatro said he would need to see a site plan showing where on the property the patio is and also construction details of the structure being built so he can verify snow loads. You will need to complete the accessory structure permit which is attached. The fee is \$100. This can also be emailed to plandev@westonwi.gov.

Both permits and fees can also be dropped off at the Village at your earliest convenience. Let us know if you have any questions.

Jennifer

Good morning Jennifer

The cost of this project is \$89,021.00 so the permit fee would be \$890.00 is that correct.

That borders on robbery

Tom

Hi Tom,
I will defer to Scott Tatro, but I believe that is the same fee that Wausau charges for this type of permit. The Village Board sets the fee schedule based on staff recommendation. When the permit was created, I believe Scott went with what others, ie Wausau, was using so we were consistent. If you feel this fee is inconvenient you could petition the Village Board at an upcoming meeting to change it or revisit it when the 2017 Fee Schedule is set this December.

If you would like to discuss this with the Board, they do meet on Monday at 6pm. You would need to request to Village Clerk, Sherry Weinkauff (sweinkauff@westonwi.gov) to be placed on the agenda. She would need to know by end of the day tomorrow as they will set the meeting agenda and send out the meeting packet on Friday. Unfortunately, I will not be at Monday's meeting so you would need to work directly with Sherry on this if that is the route you would like to take on the permit. I do want you to know that it could slow down the permitting of your roofing project though, especially if the Board decides to refer it to a committee for further discussion and recommendation. I'm guessing it would go to the Community Life and Public Safety Committee (CLPS) which won't meet until October 24th.

Please contact Scott or Roman with any further questions about the permits. Thank you!
Jennifer

Mr. Felch contacted Director Weinkauff on 9/29/16 to be placed on the agenda for Monday evening to discuss this with you. Building Inspector Tatro and Property Inspector Maguire do plan to attend the meeting on Monday evening to assist with answering any questions.

Building Inspector Tatro has compiled a list of permits issued for the last 4 years which is attached behind this memo. Please note that over the last 4 years there have been 31 commercial roofing permits issued and this is the first complaint. In 2015, both Target and DC Everest High School have reroofed and have paid the permit fees. The DCE School District Permit was the capped permit at \$3,000 for a \$352,961 project. Target had a \$99,192.00 project and paid a \$991.92 permit fee.

Tatro did contact the City of Wausau on 9/30 to discuss this all with them. They do charge the same permit fee as ours, 1% of the cost of the project. They do not cap their permit fee like we do at the \$3000 permit fee cap. In all the years that they have been charging this permit fee they also have only had one complaint.

If the Board decides to change the fee on Monday night, please note that over the last year, any changes to the [Fee Schedule](#) have been done via Resolution. The last being [Resolution No. 2016-006](#): A Resolution Amending the 2016 Village Fee Schedule.

Again, Tatro and Maguire will be in attendance at the meeting on Monday to help answer any further questions you may have.

Date	Cost of project	Cost of permit
10/15/2013	\$6,100.00	\$61.00
10/17/2014	\$5,200.00	\$52.00
10/10/2014	\$500.00	\$50.00 *
10/1/2015	\$15,000.00	\$150.00
10/7/2015	\$5,200.00	\$52.00
10/22/2015	\$9,000.00	\$90.00
10/26/2015	\$3,500.00	\$50.00 *
2/18/2015	\$99,192.00	\$991.92 Target
3/29/2016	\$21,300.00	\$213.00
4/15/2015	\$34,940.00	\$349.40
5/5/2015	\$5,800.00	\$58.00
5/31/2013	\$500.00	\$50.00 *
5/21/2014	\$4,045.00	\$50.00 *
6/25/2014	\$2,000.00	\$50.00 *
6/30/2015	\$10,000.00	\$100.00
6/2/2016	\$3,400.00	\$60.00 *
6/20/2016	\$2,500.00	\$60.00 *
6/27/2016	\$34,500.00	\$345.00
7/8/2014	\$9,498.00	\$94.98
7/8/2015	\$352,961.00	\$3,000.00 DCE SR High Capped
8/11/2014	\$40,000.00	\$400.00
8/20/2014	\$21,375.00	\$213.75
8/29/2014	\$11,722.00	\$117.22
8/17/2015	\$36,000.00	\$360.00
8/22/2016	\$6,750.00	\$67.50
9/10/2013	\$8,666.00	\$86.66
9/13/2013	\$25,000.00	\$250.00
9/9/2016	\$4,500.00	\$60.00 *
9/23/2016	\$128,117.00	\$1,281.17
9/23/2016	\$22,000.00	\$220.00
9/26/2016	\$11,000.00	\$110.00

total fees for 3 years \$9,093.60

*= min fee charged

**VILLAGE OF WESTON, WISCONSIN
OFFICIAL MEETING AGENDA OF THE BOARD OF TRUSTEES**

MEETING PACKET

AGENDA ITEM COVER SHEET

ITEM # – 5

Village of Weston, Wisconsin
Report for the month of September 2016
MONTHLY DEPARTMENT REPORT FROM TECHNOLOGY SERVICES DEPARTMENT

Monthly Department Briefer #2016-09
Nathan Crowe, Technology Services Director
Monday, October 3, 2016

1. FOR YOUR IMMEDIATE ATTENTION -- TRUSTEES.

- Nothing at this time.

2. STRATEGIC PLAN PROJECT STATUS.

- **Create a IT fleet inventory system that will provide valuable feedback to the technology services department in 2016.**
 - I have implemented Freshservice as a solution to manage help desk tickets as well as manage inventory. I am holding a training session at the All-Staff meeting next week to go over the benefits of the service with staff and how they should be logging support requests from now on. Assets are tracked when support requests are made as well. At the end of my report you will see a monthly summary of help desk tickets.
- **Implement Beehive Software to replace Energov, and provide new asset management functionality for Public Works. Beehive will be fully implemented and used by the beginning of 2016.**
 - The upcoming Weston Wire Newsletter will have an article in it about Beehive. Starting this fall, residents will now be able to type in their address and find out what two days we are estimating they will receive leaf pickup. It will also point them to their polling location. More information will be added as time permits. The web mapping is just a small portion of what Beehive is being used for. If there is interest, I would be happy to hold a short demo to show you what we've been doing with the product throughout the organization.
- **Implement a simpler point of sale solution at the aquatic center in 2016.**
 - I will be providing you all a memo soon that will cover some of the new initiatives for 2017. One of those initiatives will cover this topic.
- **Investigate the possibility of purchasing additional modules with Beehive Industries to improve efficiencies by 2017**
 - I will be providing you all a memo soon that will cover some of the new initiatives for 2017. One of those initiatives will cover this topic.
- **Develop a realtor portal to assessment records by 2016.**
 - About 25% of assessment records have been added to Beehive. Unfortunately, I discovered that about 75% of the records in our assessment software have incorrect parcel numbers. In

short, it appears that the import file that the county provides us every year is swapping out two sets of numbers in the parcel number for any parcel that has been a part of a plat. I was able to work around this by writing a script that renamed all of the pdf records that I have waiting to be imported into Beehive. This will be a topic that needs to be addresses with Marathon County however when we import the parcel data in 2017 again.

3. BUDGET AND FINANCIAL PLAN STATUS.

- I am currently in the process of acquiring budget information for projects that will be taking place in 2017. At this moment, some of the projects we are looking to deploy in 2017 are:
 - Credit/Debit Card acceptance via online and at the municipal counter.
 - Recreation management program that would also take electronic forms of payment at the aquatic center. This will also include a solution for people to sign up and pay for rec activities online. A new point of sale solution is also desired at the aquatic center and the hope is to tie all this in the same project.
 - The front copier machine is seeing a lot of use and in turn, has been getting a lot of service calls. In order to alleviate some of these issues, we are looking to add another copier solution in the back of the office area.
 - About 5 replacement laptop stations.
 - Some changes to the Board Room. Looking to replace the old desks with some more mobile options. The hope is to make the room more of a multi-purpose environment.
 - Look into adding a parks management module in Beehive.

4. EMPLOYEE DEVELOPMENT & ENGAGEMENT.

- I will be holding a training session at the next all-staff meeting to go over Beehive Homepage and the Freshservice IT Support service.

5. PERFORMANCE AND METRICS.

- Please see the report following this one.

6. COMMUNITY FEEDBACK

- Nothing at this time.

7. IDENTIFIED NEEDS.

- Nothing at this time.

8. NEW IDEAS & OPPORTUNITIES.

- Nothing at this time.

9. MISCELLANOUS COMMENTS / ISSUES.

Helpdesk At A Glance

30 Aug, 2016 - 28 Sep, 2016

Filtered by: Time Period: 30 Aug, 2016 - 28 Sep, 2016

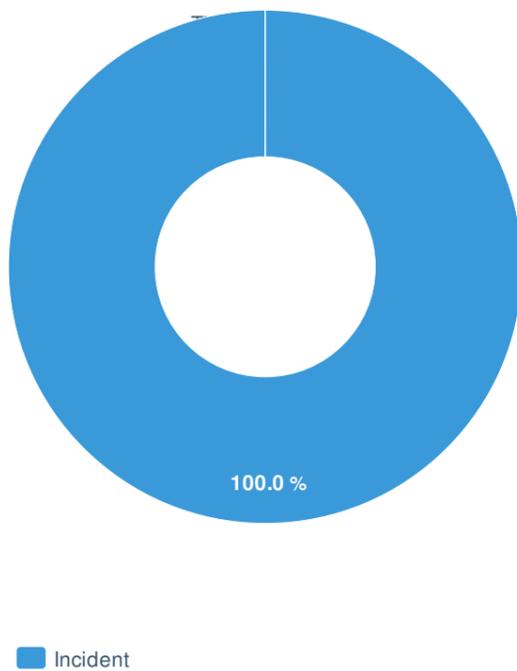
Summary

41	34	19	07:44	09:19	73:26
▼ 10.87%	▲ 0.00%	▲ 137.50%	▲ 43.27%	▼ 11.43%	▲ 757.89%
RECEIVED TICKETS	RESOLVED TICKETS	BACKLOG TICKETS	AVERAGE RESPONSE TIME (IN HRS)	AVERAGE FIRST RESPONSE TIME (IN HRS)	AVERAGE RESOLUTION TIME (IN HRS)
1.1	1.0	4	0	70%	88%
▲ 11.76%			▼ 100.00%	▼ 14.29%	▼ 11.76%
AVERAGE CUSTOMER INTERACTIONS	AVERAGE AGENT INTERACTIONS	NUM. OF REOPENS	NUM. OF REASSIGNS	SLA %	FCR %

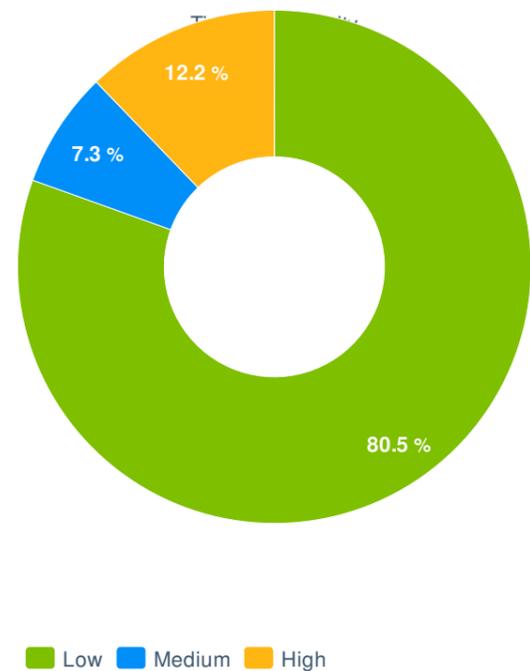
Ticket by source



Tickets By Type



Tickets By Priority



**VILLAGE OF WESTON, WISCONSIN
OFFICIAL MEETING AGENDA OF THE BOARD OF TRUSTEES**

MEETING PACKET

AGENDA ITEM COVER SHEET

ITEM # – 6

Village of Weston, Wisconsin
Report for the month of September 2016
MONTHLY DEPARTMENT REPORT FROM DIRECTOR OF PUBLIC WORKS & UTILITIES

Monthly Department Briefer #2016-08

Keith Donner, Director of Services

Monday, October 3rd, 2016

1. FOR YOUR IMMEDIATE ATTENTION -- TRUSTEES.

- I attended the "Turnout for Transportation" town hall meeting at the Marathon County Courthouse on Thursday, 9/29, along with Deputy Director, Wodalski and President Ermeling. This was an event that was mirrored in all counties of the state intended to call attention to the need for street/highway maintenance funding throughout the state. There were approximately 70 people in attendance representing municipalities and (mainly) townships in Marathon County. The overwhelming sentiment seems to be that state and federal government needs to provide us more resources. At the risk of being on a soapbox, my sentiment is that we need to stop thinking that local transportation problems will be solved (at least entirely) from Madison or Washington, D.C.. There needs to be more tools provided to local governments, such as, elimination of property tax levy limits, vehicle registration fees, sales tax revenue, etc, to, hopefully, preserve local streets.
- Marathon County – Administrator Guild gave presentation about proposed new recreation development to Marathon County and City of Wausau Park Commission. Also gave presentation to Marathon County Library board re: facilities evaluation and replacement (partnering for library branch, and Infrastructure Committee (SE Quadrant)
-

2. STRATEGIC PLAN PROJECT STATUS.

- J. Higgins, M. Wodalski, S. Osterbrink, and K. Donner continue to collaborate as Services Division.
- Comprehensive Plan Update
 - Reviewed Chapters for TIF plan and Priorities for project implementation. Have updated TIF project plan, but still needs to be massaged.
 - Continuing to participate in periodic meetings with team from JSD Professional Services and J. Higgins, et. al. of Village re: SE Quadrant of STH 29/CTH X; a.k.a. "Camp Phillips at 29."
 - Met with JSD and Village team re: infrastructure costs on 9/29.
- Transport Way/Weston Aven
 - Retained MiTech for preliminary wetland survey.
 - Prepared RFP for preliminary design of connecting street between Transport Way and Weston Ave and related. Recommendation of award to MiTech is on PIC and BOT agendas on 10/03.
 - Have received permission forms for survey and wetland delineation from Bruce Flora, Jason Blenker (4103 Weston Avenue), Gibbs family, Wausau Child Care, and Travis Hoerman.
- Strategies for Reduced Energy Consumption.
 - M. Wodalski coordinating LED street lights installation. Lights changed out as of end of August. d
- Water Rate Case
 - Greg Johnson of Ehlers met with staff on 7/27. Rate increase of approx. 15% is needed for current estimated O & M projects. Refinement needed to spread costs over multiple years, factor in capital,

and use of fund balance. Recommendations to be discussed at 10/12 Finance Committee meeting (Budget Workshop). Conference call set up with J. Cameron during week of 10/03.

- Workload and Labor Needs Analysis in Services Division
 - Services Division Management and Supervisory team worked on surge of workload to clean up medians in June & July. Wodalski is developing spreadsheet for annual schedule. Deficiency of manpower is most critical in early mowing season before seasonal help arrives and during water utility spring distribution system flushing.
- Infrastructure Master Plans
 - Construction in progress for Ross Avenue and Mesker-Colleen lift station replacements. Haas has been AWOL for about 1 month though.
 - R. Roth preparing RFP for sewer condition assessment.
 - Kueny submitted 4th (and final) revision of facilities evaluation as of 9/19.
 - Water Technology has submitted their report on the Aquatic Center.
 - CIP for infrastructure has been drafted for TIF project plan and Village overall plan. Still needs massaging.
- Policy and Ordinance Development/Revisions
 - Sewer Utility Ordinance update – MSA began work on 8/8.
- Wage & Compensation Plan Advancement Guidelines
 - Wodalski has obtained information regarding pay plan used by Lenexa and Manhattan, Kansas, for incorporation in Village pay plan.
- Technology Integration
 - K. Donner completing RFP for Automated Meter Reading and Advanced Metering Infrastructure (AMR/AMI). Updated estimate for full implementation with meter replacements is approx. \$1.7 M. Costs to be included in projected utility expenses for rate case analysis. Met with Derek Clayton of Johnson Controls on 9/22 re: possible partnering on project.
- Safety Manual Update and Training
 - Have discussed CPR and First Aid training with Brad Mroczenski and plan to conduct training in fall.

3. BUDGET AND FINANCIAL PLAN STATUS.

- Water rate case and CIP will be completed in October. See #2 above.
- Worksheets distributed by Finance for 2017 operating budget preparation.

4. EMPLOYEE DEVELOPMENT & ENGAGEMENT.

- Continue to emphasize need to collaborate on maintenance needs affecting park and R.O.W. aesthetics in weekly scheduling meetings with Operations Foremen (Behnke, Skrzypchak, Borth), S. Osterbrink and M. Wodalski.
- Completed Utility team reviews in September.

5. PERFORMANCE AND METRICS.

- Meeting weekly with Administrator bi-weekly to discuss priorities.
- Working with Deputy Director Wodalski and staff on Wage and Compensation Plan training and competency matrix with goal of establishing advancement guidelines for Services Division Employees.

6. COMMUNITY FEEDBACK

- Sewer backups on Leyburn and at DCE High School.
- Responded to citizen inquiry about work on drainage system near Everest Avenue and Robin Street.
- Borth responded to water quality inquiries and obtained samples for PR follow-up.

7. IDENTIFIED NEEDS.

- Prepare letter affirming RCA/REU assessment for all properties in assessment district
- R.O.W. maintenance policy addressing limits of Village involvement and responsibilities of property owners.

8. NEW IDEAS & OPPORTUNITIES.

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9. MISCELLANEOUS COMMENTS / ISSUES.

- Reviewed plat and infrastructure plans for Misty Pines Plat and forwarded requests for revisions to PGA team.
- DNR has asked all utilities to review their approved sites for lead and copper rule compliance sampling. This involves review of assessor's information re: single family home construction between 1/1/1983 and September 1984 to determine if Village has more sites of highest interest in monitoring for lead levels in water supply. Homes to be researched are those which were not on public water circa 1992/1993 and which have copper plumbing with lead based solder. Wehner asked to conduct data base research.
- Attended Wisconsin Section American Water Works Association annual meeting in Madison on September 14 and 15.

**VILLAGE OF WESTON, WISCONSIN
OFFICIAL MEETING AGENDA OF THE BOARD OF TRUSTEES**

MEETING PACKET

AGENDA ITEM COVER SHEET

ITEM # – 8

Village of Weston, Wisconsin
Report for the month of September 2016
MONTHLY DEPARTMENT REPORT FROM TAXPAYER RELATIONS COORDINATOR

Monthly Department Briefer #2016-10
Taxpayer Relations Coordinator
Monday, October 3, 2016

1. FOR YOUR IMMEDIATE ATTENTION -- TRUSTEES.

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2. STRATEGIC PLAN PROJECT STATUS.

- Continuing to reach out to residents encouraging them to sign up for This Week in Weston, Facebook, and NextDoor.

3. BUDGET AND FINANCIAL PLAN STATUS.

- Continuing to work with businesses to advertise in Weston Direct to offset the newsletter costs.

4. EMPLOYEE DEVELOPMENT & ENGAGEMENT.

- Working with the Everest Metro Police and the Planning and Development department on Code violations and compliance, including the Mobile Home parks, lawns, and vehicles and chickens. Some residents have been cited for not complying in a timely manner.
- Worked with Heather and Keith on the Village's Flushing map for hydrants and water mains.
- Continuing to work with Heather on social media notifications.
- Working with Jen, Jared,

5. PERFORMANCE AND METRICS.

-

6. COMMUNITY FEEDBACK

- Residents and customers are continuing to enjoy the Farmer's Market, the variety of vendors, the food, and the entertainment.

7. IDENTIFIED NEEDS.

- None at this time.

8. NEW IDEAS & OPPORTUNITIES.

- Working with Scott's Enterprises and Village staff to find a way to manage the grass from becoming dirt and mud at the Farmer's Market where the vendors stand.

9. MISCELLANEOUS COMMENTS / ISSUES.

- Created, put together, and distributed articles for "This Week in Weston".
- Continuing to work with Code Enforcement and Nuisance Issues and closing out violation properties that have come into compliance (particularly lawn mowing, lawn installation, vehicle parking/registration, and general property maintenance).
-
- Continuing to work with the Finance Department in sending out invoices for lawn mowing fees and penalties.
- Continuing to update and provide information, and feedback regarding Village activities, projects, events, activities/socials, etc. through our social media avenues including the Website, Facebook, and This Week in Weston, NextDoor, and Twitter.
- Overseeing the Farmer's Market on Saturday's and Tuesday's. Some of the vendors have left due to lack of product, but there are also new vendors that have fall items such apples, squash, pumpkins, cornstalks etc. We found another new group to perform which were four kids from the Everest Jazz band who performed on Sept. 17th who did a great job.
- Volunteered with Irish Fest which was held on September 10th, including the bike registration, set up, take down and clean up.
- Working with Daniel, Heather, and Crystal on the Nov/Dec newsletter edition of The Weston Wire
- Continuing to be a part of and work with the Joint Employee Management Committee in putting together policy for borrowing and/or buying Village property. Also working on a uniform contract.
- Working on updating photos, emails, titles, and phone number on the pages of "Those Who Serve" for the Village's Annual report. Sent emails to committee members again who haven't had the pictures taken. Sent Sun Printing pictures we did have that they were missing.
- Working with Sherry and Nate in updating the Sex Offender Map.
- Was deputized to help with the elections in absente, and early registration and voting.
- Helping in the front office with water bills, phone calls, voting etc. during this busy time.
- Working with Jen and Attorney Yde in preparing for the David Roth countersuit having to do with the collection of junk, debris, recycling material etc.
- Spoke at Greenheck Fan Company during their Lunch and Learn sessions regarding the Farmer's Market and buying local. They have also invited us to set up a booth at the end of Oct. for their Health Fair.
- Put together the Community Life and Public Safety Packet, attended the meeting and took the minutes.
- Working with the Planning and Development Department and the Marathon County Health Department regarding Mobile Home Parks and its inspections and health and safety.

**VILLAGE OF WESTON, WISCONSIN
OFFICIAL MEETING AGENDA OF THE BOARD OF TRUSTEES**

MEETING PACKET

AGENDA ITEM COVER SHEET

ITEM # – 10

Village of Weston, Wisconsin
Report for the month of September 2016
MONTHLY DEPARTMENT REPORT FROM DIRECTOR OF PARKS, RECREATION & FORESTRY

Monthly Department Briefer #2016-09

Shawn Osterbrink, Director of Parks, Recreation & Forestry

Monday, October 3rd, 2016

1. FOR YOUR IMMEDIATE ATTENTION - TRUSTEES.

2. STRATEGIC PLAN PROJECT STATUS.

Goal #1

• **Develop/Expand Partnerships**

- The Village continues to sell the joint season pass with the Rothschild/Schofield Aquatic Center. This was the third year of this partnership. It is hard to determine if this is a successful venture as we are selling quite a few of these passes (we typically sell more than R/S) but our total season passes sold during this time period has not increased. Plus, we have experienced some struggles with the sharing of information between the two facilities and balancing the amount of revenue between the facilities has been difficult. We have not connected with them yet following our most recent season. The individual that usually handles this task has recently retired from Rothschild.
- We continue to work with SAFER and Everest Metro. We completed some joint training with SAFER a few times this past season. We also worked with both entities in the drafting of the new Emergency Action Plan for the Aquatic Center.
- We are also working with Intrax in the hopes to bring in J1 students from overseas to help deal with some of the staffing issues at the Aquatic Center. Unfortunately, we have missed the deadline of August to turn in the paper work, need to complete the paperwork and are currently waiting for a response from Intrax.

• **Completion of Facilities Master Plan**

- We have made a little progress on this project. We recently received the facility assessment for the Aquatic Center. We are currently reviewing and plan to include several items in our Capital Improvement Plan.
- We also recently met with a contractor to discuss the status of the skate park. After 9 years the park is beyond completing just the annual maintenance. Some serious repairs will need to be completed. There is significant cracking, broken concrete/joints and other repairs that need to be completed. We will work with the contractor to put together a cost estimate that can be used in the Capital Improvement Plan.
- Park master plans for Kellyland and Yellowbanks and currently on hold with Mi-Tech. Daniel has been working with JSD to produce some conceptual designs that have been included in the Comprehensive Outdoor Recreation Plan. Once staff has the time we will proceed working on these plans to complete the master planning process that includes developing estimates for these improvements.

• **Capital Improvement Plan**

- We have made a little progress on this project. The majority has been focused on the Aquatic Center as we continue to work with contractors to provide estimates for some of the failing infrastructure. This year we had a pool heater fail and the 300-foot-long slide surface has begun to break down beyond just making repairs and needs to be re-surfaced completely.

Goal #2

• Staff Training

- Keith and Brad are working on setting up CPR and AED training for the entire staff. It was originally planned for September but it continues to be difficult to schedule the time. The village also needs to purchase and/or borrow some equipment to complete the training. Training will be deferred till availability of staff has increased.
- Chainsaw safety training for David Phelps has been set-up for Tuesday, October 11th.
- Jessica Falkowski attended an Urban Forestry Networking meeting early this month. There were a lot of interesting topics discussed. With all of the current issues taking place the village really needs to update and draft new plans to deal with these issues. We also need to find the time for Jessica Falkowski to work on these Forestry related items. The Village is currently working with Bluestem Forestry to draft an Urban Forestry Grant for 2017 to deal with some of these issues along with additional planting to replace what was removed on Schofield Avenue in 2015.

Goal #3

• Develop replacement plan for plants in landscape

- Worked with Land Art landscaping this summer to develop an estimate and replacement plan for the tree and plants on Schofield Avenue. We also incorporated the removal of some planting beds and replacing with grass, adjusting the amount and placement of bollards and planters and various other items. Plans along with the estimate have been completed since July and is currently being reviewed by staff. Staff would like to include in Capital Improvement Plan. A portion of the Urban Forestry Grant that was submitted will help offset some of the cost for replacement of the trees.

Goal #4

• Improve the application, registration, reservation and payment processes

- Nate Crowe, Finance Department and Brad Mroczenski have been working on improving these processes. Nate Crowe is currently working on the ability to process credit cards at the Aquatic Center. Nate and Brad have also been investigating new point of sale applications. They have made some progress on improving the pass system. All of these systems need improvement and we are hoping to include the registration and reservation processes in these efforts.

3. BUDGET AND FINANCIAL PLAN STATUS.

- Staff is currently working on drafting general fund budgets for 2016. We continue to assemble costs for various items in the parks and at the Aquatic Center. The Finance Department provided electronic copies of the budget sheets on 9/20. Meetings for budget review are scheduled for 9/28, 10/12 and 10/26. We are also working on Capital Improvement and Equipment budgeting and updates.

4. EMPLOYEE DEVELOPMENT & ENGAGEMENT.

- Attended all bi-weekly c-team, weekly 1 on 1, scheduling, services division, board, joint board and plan commission, IMBA/CWOCC presentation and various other meetings.
- Employee Evaluations – Evaluations with Jess Falkowski and Brad Mroczenski were completed on 9/16 and 9/19. Information was sent to Daniel and Sherry on 9/19.
- Administrator Guild instructed Department Directors on 5/17 to put together several pieces of information for the evaluation process. This includes updated job descriptions, resume, personal worksheet, strengths name and claim sheets, Q12 sheets and complete a personnel file audit before evaluations will be performed. Completed this project on 7/1. Had my evaluation with Administrator Guild and Jenna Bidwell on 7/25. Still need to meet again to discuss goals, expectations and go over the review document.

5. PERFORMANCE AND METRICS.

- Working within the Services Division to develop a competency matrix of the skills, equipment and procedures for the employees under my supervision. This project has been on hold since April due to other items taking priority.
- Services Division also discussed development of weekly work plans, a joint capital improvement plan and joint strategic plan. Brad and I continue to assemble costs for various items at the Aquatic Center along with meeting with contractors to request cost estimates for replacement pool heaters, pumps and slide resurfacing.
- Service Division staff is working with Mark Roffers to include our Comprehensive Outdoor Recreation Plan and Lower Eau Claire River Water Trail Plan in the County CORP. Mark sent us some information on 3/18 which we have reviewed. We discussed at our 3/21 meeting and reviewed the documents. Jennifer Higgins will print and have Daniel sign these letters so they can be sent out with the necessary documents to the surrounding communities and county. Daniel and I have been to several meetings this past month including the City of Wausau, Marathon County, City of Schofield and Town of Weston to present the Lower Eau Claire River Plan.

6. COMMUNITY FEEDBACK

- Request to place benches on the north and south sides of Kennedy Park. Request has been drafted and will be going to the 5/23 Park and Recreation Committee meeting. The board approved the purchase and installation at their 6/20 meeting. Trustee Berger followed up with me on this project the week of 8/15. The benches are currently on site but staff has not had the time to excavate the necessary areas and pour the concrete for the benches. Staff is currently trying to schedule the time to complete this project. We would like to complete the final week of September if time allows.

7. IDENTIFIED NEEDS.

8. NEW IDEAS & OPPORTUNITIES.

- Working with Services Division and WDNR regarding the possibility of the conversion process on the Weston Warming House to another piece of property. The Weston Warming House has not been used the past three years. Due to federal funds being used to construct this facility the village is responsible to continue maintaining and utilizing this facility in perpetuity for recreation purposes. There are three options available to the village to relieve us of these responsibilities. We can change the use of the facility to something other than a warming house but still recreation based, give the facility to another entity such as the school district and they would take over the responsibilities to maintain and use in perpetuity or to complete the conversion process. Basically the value of the building would be moved to another piece of recreational property (building or land) and would be tied to that facility. Then the new facility would be restricted to the federal requirements. No progress as of 9/22.
- Received a letter from a resident requesting the installation of a dirt BMX track in the village.
- Request from a scout to perform an Eagle Scout project at the Disc Golf Course. He would like to construct and install a bike rack at this location.
- Received a request from a Girl Scout group requesting some projects for 2017. I have forwarded to other Department Directors to see if they have anything they would like completed. They have 30 to 50 scouts.
- Request from Don Mezei to move forward with pursuing special regulations for fishing on the ponds that the village acquired earlier this year. He is requesting that we post suggested rules at this time until we can work with the WDNR to determine if we can set special rules for these ponds.
- Request from School Liason Officer Greg Schremp to donate some pool passes that will be used in the Positive Behavior Intervention System at the Junior High. Students will be able to use the “money” they receive for positive behavior to purchase these passes.
- Received a request from a business owner in the community to expand the baseball diamond at Machmueller Park to include a 50-foot pitching mound and 70-foot base paths. All village fields are currently 46-foot mound and 60-foot base paths. Field would be able to be used at both dimensions to serve the recreation leagues and the travel baseball teams that frequently play on the larger dimension diamonds.

9. MISCELLANEOUS COMMENTS / ISSUES.

- Tree installation on the Business Park berm resumed on 9/17 and 9/18. 21 trees were completed on the north/south portion directly west of Randylyn. There are 7 trees that remain on this section that should be completed by 9/25 along with additional trees on the berm south of Feith. The contractor that we have hired to complete this project would like to finish the entire berm in the next 6 weeks or so. Staff watered and packed the first 21 trees on 9/21.
- Bench installation at the launch was completed on 9/22.
- Bike rack installation at the launch and municipal center was completed on 9/22.
- Filter covers were removed and motors unhooked on 9/22.
- Drinking fountain at the skate park had a new supply line and button installed on 9/22 to repair the leak that has been a problem all season.

*WESTON AQUATIC
CENTER
2016*

SEASON REPORT

Prepared by:

Bradley Mroczenski
Aquatic Center Manager

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2016 Season Overview

The 2016 season was over all a successful season with several positives and a few negatives. First off, we began the season with a struggle to staff the aquatic center. There were some sleepless nights and discussion about how to address the situation, but in the end we found enough staff. The staffing problem has been an issue that has been felt throughout the area over the past several seasons. Despite hiring nearly everyone that applied, the staff this season turned out to be fantastic. Once we were going in the season, everyone found their place and the season went smoothly for the most part. We again had a great year with patrons and their ability to follow the rules. We had some isolated issues with patrons that resulted in some being asked to leave for the day and one case where I had to contact the parents of a kid due to his behavior. Overall, training during the season went well in regards to in-services. It was taken seriously but we were still able to have fun. New to this season was the drills that were introduced. Near the end of June, I teamed up with Kelly Bechel of SAFER and we did an announced drill. This meant the staff knew which day the drill was to take place, but they didn't know what time. The drill was a big success as staff responded appropriately and efficiently, garnering high praise from SAFER staff. We had an unannounced drill planned for the beginning of August, but both the original and make up dates were cancelled due to the weather. The weather had its ups and downs this season. The season started out great in June with us being well above last season's numbers, only to have a slower July and August. Based on the temperatures we took at the breaks throughout the day, we had 26 days all summer with an average temperature over 80 degrees and 14 days being below 70 degrees. This was a tremendous improvement over the previous 2 seasons. Although the weather was much warmer, it was countered with more rain than usual. According to U.S. Climate Data, the Wausau area received 13.69 inches of rain June through August. Average rainfall for this period of time is 12.28 inches. We received almost 1.5 inches of rain more than average this summer. This had a helping hand in the pool either closing early or all together about 36% of the season.

Season's Successes in 2016!

I went into this season again with a few ideas on how to improve things. I feel that many things are done well at the Weston Aquatic Center while other things needed some "tweaking". I believe the Weston Aquatic Center should be viewed as a living facility that needs constant analysis of what can be done better to enhance patron experience, staff training and partnerships with other agencies. To do this we need to continually evaluate our facility, programs and staff. By doing this, we will be able to continue being viewed as the favorite aquatics facility in the area.

Drill Training with Staff: This season I worked with Kelly Bechel of SAFER to institute a new training program that is similar to the one in Wausau. We planned to run two drills during the summer. One drill would be announced to the staff and the other would be unannounced. The announced drill meant that staff knew which day the drill would take place, but they didn't know the time, area or nature of the emergency. The unannounced drill meant that staff had a general idea of when in regards to late July or early August, but didn't know the specific date, time or nature of the emergency. The announced drill went great. I borrowed Dave Phelps from the Parks Department to act as our victim. Kelly had lined up staff from SAFER to stage at Target and respond to the emergency as they would normally. After going off the diving board several times, Dave faked a heart attack and fell off the diving board into the pool. Staff did an amazing job at alerting other staff properly by using the air horn, clearing the pool and deck (we had patrons move towards the building, but didn't send them inside) and making the appropriate rescue. Kelly had staffed timed at just over 1 min from the start of the emergency to having the victim backboarded out of the water and CPR started. As mentioned, my staff received high praise from Kelly and her staff. The unannounced drill that was to take place near the end of the year, was cancelled due to weather. We had an original date and a back-up date set up, but both were washed out with inclement weather. I intend on keeping this training program in place for the future.

Swimming Lessons: Once again swimming lessons were a great morning activity for our younger patrons. We ran 3 sessions of 5 levels this season. The popularity of our lessons seems to be increasing as this season we opened up several levels to two classes. This was possible due to the willingness of my guards to take on the added responsibility. We started out with 2 classes of level 2 and 3 and by the last session, we had two classes in levels 1,2,3 and 4. By adding the extra classes this season, we were able to turn a profit in swim lessons. Although the lessons went well, I feel as though we need to look at how they are run and see if there is a better way to get people registered and making sure that accurate records are kept. I also will touch upon the suggestion to increase swim lessons fees later on in the report.

Head Guard Team: This season I had one returning Head Lifeguard, which was a surprise as I fully expected to be losing all three from last season. Jordan Hagenbucher returned this season and I hired Cole Kubisiak and Darren Sanchez as the other two Head Lifeguards. One Head Lifeguard from last

season, Madison Stanczak, also returned, but due to a torn ACL in the spring was unable to lifeguard for me this season and took a position as a desk staff member. This was Jordan's 5th season, Cole's 4th season and Darren's 3rd season with us. All three of them were a tremendous help to me this season in running the facility. They worked pretty well together from the beginning. They also all gained valuable leadership skills as they helped plan in-services, wrote up guard rotations, evaluated incident reports and signed off on substitution forms. In addition to these jobs, they also checked chemicals, dealt with patron issues, oversaw guard conduct, and performed opening and closing duties when I was not available. I was very fortunate to have such a great group of Head Guards again this season.

Petty Cash System: The petty cash system was again in use this season. This helped tremendously when we would run low on change in the till and we would be able to get change out of the petty cash instead of running to the bank. This season, John allowed me to have \$600 extra on hand that staff could change out if needed. I was also able to buy needed supplies such as swim diapers and band aids without depleting the petty cash to low levels where we couldn't change out the till if needed. The only downside of the system was the waiting period for reimbursement. Hopefully we can find a solution so that when I buy supplies, I don't have to wait several weeks to have the petty cash reimbursed.

Lifeguard Instructor Certification: This past January, I enrolled and became certified as a Red Cross Lifeguard Instructor. This certification gives me a lot of flexibility as to being able to certify and re-certify lifeguards, provide in house Blood Borne Pathogen Training and also provide in house CPR, AED and First Aid training to all Village Staff. I ran two lifeguard re-certification classes this season and would like to budget to do a full lifeguard certification course next season.

Continued building a good working relationship with S.A.F.E.R.: Again this season, I tried to set up a joint training session with SAFER during our preseason in-service. Due to the schedule and where in-service fell this year, SAFER was unable to join us. We did have two other opportunities to work with SAFER. In mid-June, two members from SAFER came during an in-service and introduced us to using cervical collars. We also worked with SAFER during the announced drill that took place near the end of June. I had hoped to work with SAFER in early August with our unannounced drill, but due to weather, that never came to fruition. I will continue to utilize this relationship as the training is very valuable to both sides in preparing to handle an emergency at the Weston Aquatic Center

Joint Pool Pass System: Again, the Joint Pool Pass System was a success. The only thing we need to continue to work on is the communication between the two facilities in getting the information sent over when a pass is sold. We had a lot of instances where we would have to contact the R/S Aquatic Center to send over pass information. Though not a very hard thing to do, it did get a little bit annoying at times when we had patrons come through with none of their information on hand. Hopefully this can be fixed with a new point of sale system that is web based.

Guards, In-service and Training: This year was a struggle to find enough staff to run the facility. We did end up finding enough in the end and the staff turned out to be very good this year. I had 18 returning staff this summer and hired 16 new staff.

In-services went pretty well this summer. During in-services, we covered such topics as first aid, CPR, different types of rescues and situations, spinal injuries on land and in the water. Being Lifeguard Instructor certified has helped in-services run smoother as it has given me the confidence to present and teach the skills in an informative and efficient manner.

New Emergency Action Plan: This spring I replaced the old Crisis Management Plan with a new Emergency Action Plan. The crisis management plan was pretty vanilla and didn't pertain to our facility very well. The new plan was designed to handle individual emergency situation and describe how staff should react in a flow chart form as well as text. I received positive reviews from staff as to how much they liked the new Emergency Action Plan.

New updates to the facility: After last season's problem with the main motor burning up, we found that it was in need of replacing and not just fixing. We were able to add a Variable Frequency Drive also to the new pump. The VFD allows the motor to cycle down its power usage when needed to achieve the proper flow rate. The old pump without the VFD ran at 100% non-stop and we would throttle down the flow rate by closing a valve above the motor. The pump is now a lot more efficient than before and also a lot quieter in the mechanical room.

We also were able to replace the diving board this spring after finding out that our old one was unable to be refinished.

Wristbands: This season we added wristbands to our operation at the Weston Aquatic Center. Children that were near the height of 48 inches were measured at the front desk. If they were over 48 inches, they got a wristband. If they were under 48 inches, they did not. This helped the slide attendant be able to identify who was tall enough without having to measure everyone. Those that were significantly over 48 inches did not need a wristband.

Certification, re-certification reimbursement and year-end bonus: The implementation of the incentives this season has been a hit among staff. I was able to re-certify about 6 staff this season that with their reimbursement, made their re-certification free. There were also about 8 staff that qualified for the certification reimbursement. Both reimbursements required that staff work a minimum of 80 hours this summer.

The alternate schedule for the last two seasons were a struggle to fill. This season, I was able to implement a bonus for staff that worked a minimum of 25 hours for one week (\$100) and a minimum of 25 hours for each of the final two weeks (\$200). The alternate schedule filled up very fast with only one day needing extra help to fill. This incentive seems to have solved the issue of getting staff to work until the season's end.

These incentives I feel will have positive affect on our future staffing. By offering these reimbursements and bonuses, it provides an added incentive to work for us versus another pool.

Concerns Moving Forward

Age of the facility: This season marked the 18th year of operation for the Weston Aquatic Center. On the surface, the facility looks in pretty good shape, but behind the scenes, more and more issues are coming to fruition each season. This season we had several more mechanical issues take place.

First off, in the beginning of August, we had one of our two pool boilers go down. For the better part of August, the pool was running with just one heater. Thankfully temperatures were somewhat warm enough that we could keep the pool at 80-82 degrees.

We also noticed pitting in the surface of the tower slide. You could see many small holes in the surface of the slide. My best guess is that since the surface has never been refinished, it is the effects of the water and patrons wearing down the surface. This needs attention very soon as I fear we may end up with larger holes and an un-ridable surface.

The pool surface is in need of attention. We have several cracks and very bad staining around each inlet of the pool. While this doesn't affect the performance of the pool, it gives the pool a run-down appearance.

An assessment has been completed by a 3rd party and Village staff is currently reviewing the report to prioritize and budget for the repairs that are needed.

Future Staffing: A shared concern among all the area facilities is future staffing. There aren't a lot of guards going through the lifeguard certification classes and cost is a large part of it. Staffing will be an issue going forward and we need to look at ways to address it. Currently we are working on a plan to bring over J1 students through a company called Intrax. As of now, I estimate needing to find 16 staff for next season. If we could bring over around 8 students, that would help a lot as to staffing next season.

Suggestions for 2016

Selling items at the front desk: We had a lot of people this summer asking if we had sunscreen and goggles. I feel there could be an opportunity for additional income if we were to sell these things at the front desk as well as provide products to people to enhance safety and enjoyment.

Lifejackets or Puddle Jumpers for rental: I would like to begin a program where we could rent out lifejackets or puddle jumpers to patrons who would like them. By offering this equipment, it is added safety for the patrons and will help guards identify weak swimmers. There are opportunities that I plan to investigate that may provide some grant money to help purchase the floatation devices. I would like to attempt to budget for the purchase of some lifejackets or pursue grants through foundations such as the Greenheck Foundation to help with this program.

Fee increase for swim lessons: We had 172 participants this season, up from 139 last season and 68 the season before. This year we had a net total of \$295.40 for swim lessons. When comparing the cost of lessons to other agencies, \$15 for residents and \$20 for non-residents is a tremendous deal. The comparable class at the YMCA is \$33 for members and \$54 for non-members. The YMCA's classes are 8 weeks, with one class per week. Wausau charges \$34 for residents and \$42 for non-residents for basic swimming lessons also. Wausau runs lessons 3 weeks long for a total of 15 sessions. Our swim lessons run 2 weeks, 5 days per week. I think we could potentially look at increasing the price of lessons to improve the revenue earned from the lessons. Included in the chart section, I have tables that illustrate the swim lessons breakdown from this season with current rates and also another chart with this season's numbers, but with a rate increase of \$10.

Dog Day at the Aquatic Center: I've had this idea before but really has never received any support. I think the facility could stand to bring in a lot of revenue by hosting a dog day at the aquatic center. It would be held the final day of the aquatic center being open which would mean after the event, we could begin draining, cleaning and winterizing the facility. We could charge table fees to businesses such as Petco, grooming agencies, veterinarian clinics, etc. We could also charge patrons \$5 per dog to come through the gate. I could also staff several guards to help with cleanup throughout the event as well as staff the main area of the pool as guards. There are several concerns about this topic that I would enjoy the chance to discuss.

Teen Nights: This year we again had two Teen Nights. The first in June, had great weather, but the turnout was subpar. The second in August had alright weather, but the attendance was better than in June. Teen Nights the last few years seem to be dwindling. It may be worth trying to combine the two Teen Nights into one in the middle of July. This would help cut expenditures associated with putting on this function as well as hopefully increase revenue as it will be the only one during the summer.

New Hours: A small change to our hours would be to change Sunday's from 11 am – 7:45 pm to 1 pm – 7:45 pm. On Sunday's, we are usually pretty dead until after the lunch hour near 1 pm.

2016 Season Report Charts

Every year we gather information. The data, depending on how we analyze it can give us different information. On page 10 you will see the "Season Summary" for 2014, 2015 and 2016 for a comparison. The data for 2016 was collected from June 4th through August 28th. The information is updated daily and can help identify trends that can give insight to the way a season went. Information in the chart includes: average temperatures, average patron counts, total and average lifeguard jumps and total and average first aid incidents. On Page 11, you will find an "Open versus Closed 2016" chart that will show various degrees of us being open during the year and the percentage of time for each.

The next chart on page 12 is the Pre-season and In-season Season Pass sales. This chart will tell you how many passes were sold pre-season and how many during the season. On Page 13, you will see a chart that depicts the passes sold in a pie chart format.

Pages 14 and 15 are charts that compare monthly and yearly revenue by year.

Finally, on page 16 is an analysis of this season's swim lessons. This analysis shows a breakdown of the three sessions offered this season including wages, revenue and a look at numbers of resident versus non-resident participants.

Season Summary Information 2014

Average Temperature			Average Patron Count		
12:45	72.94		12:45	84.86	
2:45	75.31		2:45	132.31	
5:45	75.37		5:45	52.82	
Season Average		70.78	Daily Average		239.21
			Season Total		16,745

# of Lifeguard Jumps	43
# of First Aid incidents	13
Average Lifeguard Jumps/day	0.6
Average First Aid Incident/day	0.17

Season Summary Information 2015

Average Temperature			Average Patron Count		
12:45	75.16		12:45	78.42	
2:45	77.25		2:45	180.27	
5:45	77.98		5:45	78.442	
Season Average		74.86	Daily Average		291.28
			Season Total		23,475

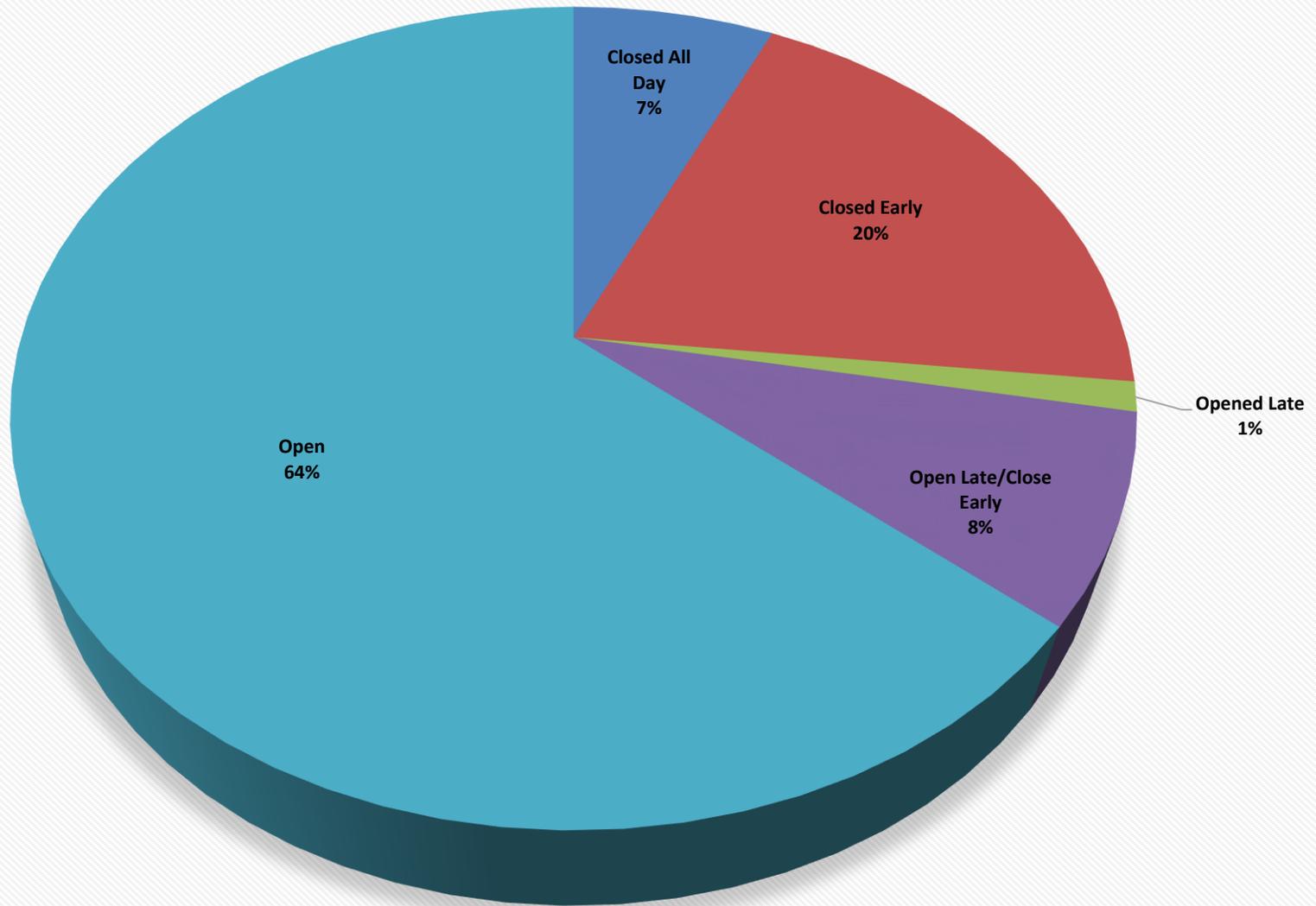
# of Lifeguard Jumps	33
# of First Aid incidents	20
Average Lifeguard Jumps/day	0.39
Average First Aid Incident/day	0.24

Season Summary Information 2016

Average Temperature			Average Patron Count		
12:45	74.64		12:45	120.51	
2:45	77.51		2:45	142.64	
5:45	78.02		5:45	61.61	
Season Average		76.62	Daily Average		261.17
			Season Total		21,763

# of Lifeguard Jumps	24
# of First Aid incidents	20
Average Lifeguard Jumps/day	0.29
Average First Aid Incident/day	0.24

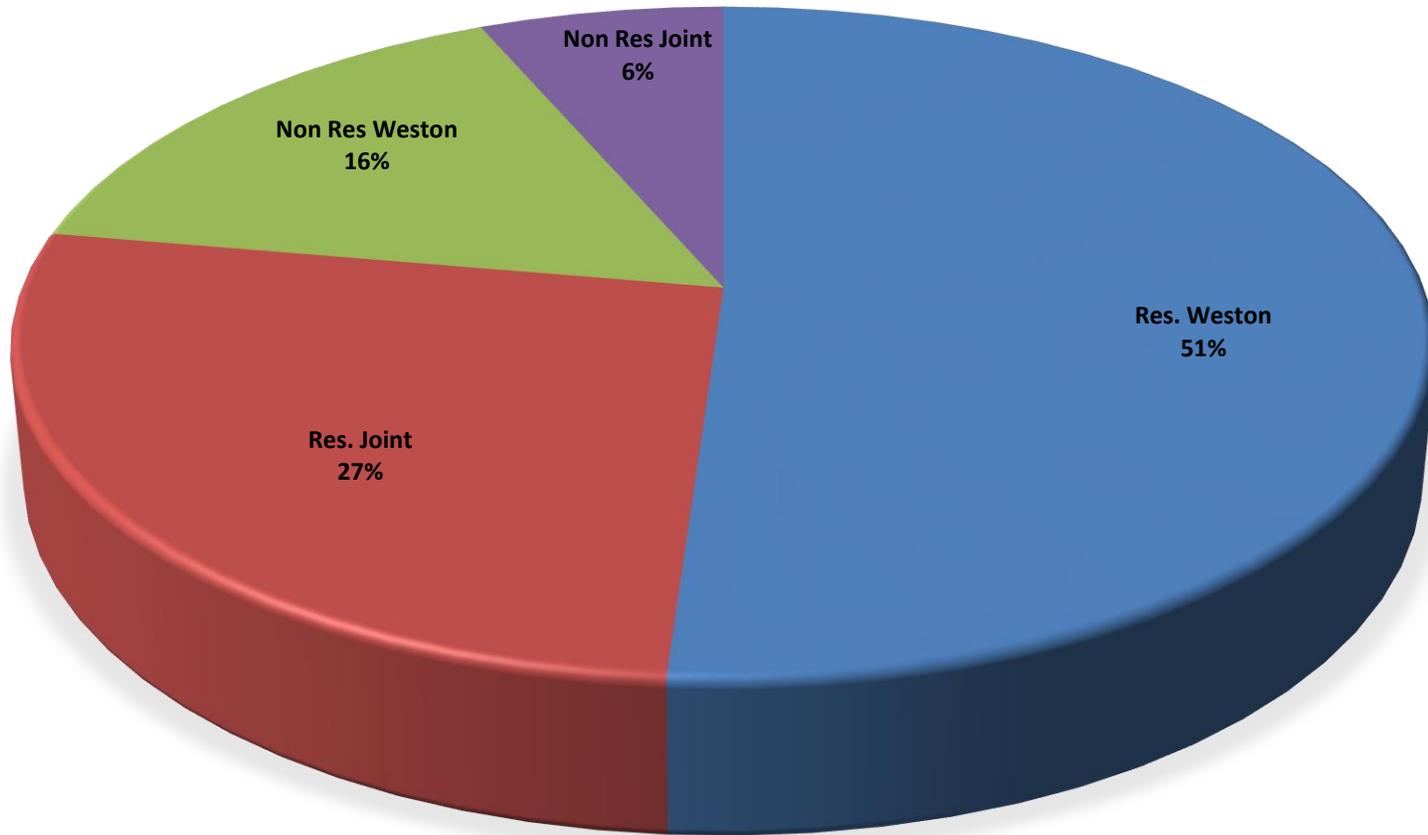
Open Vs. Closed 2016



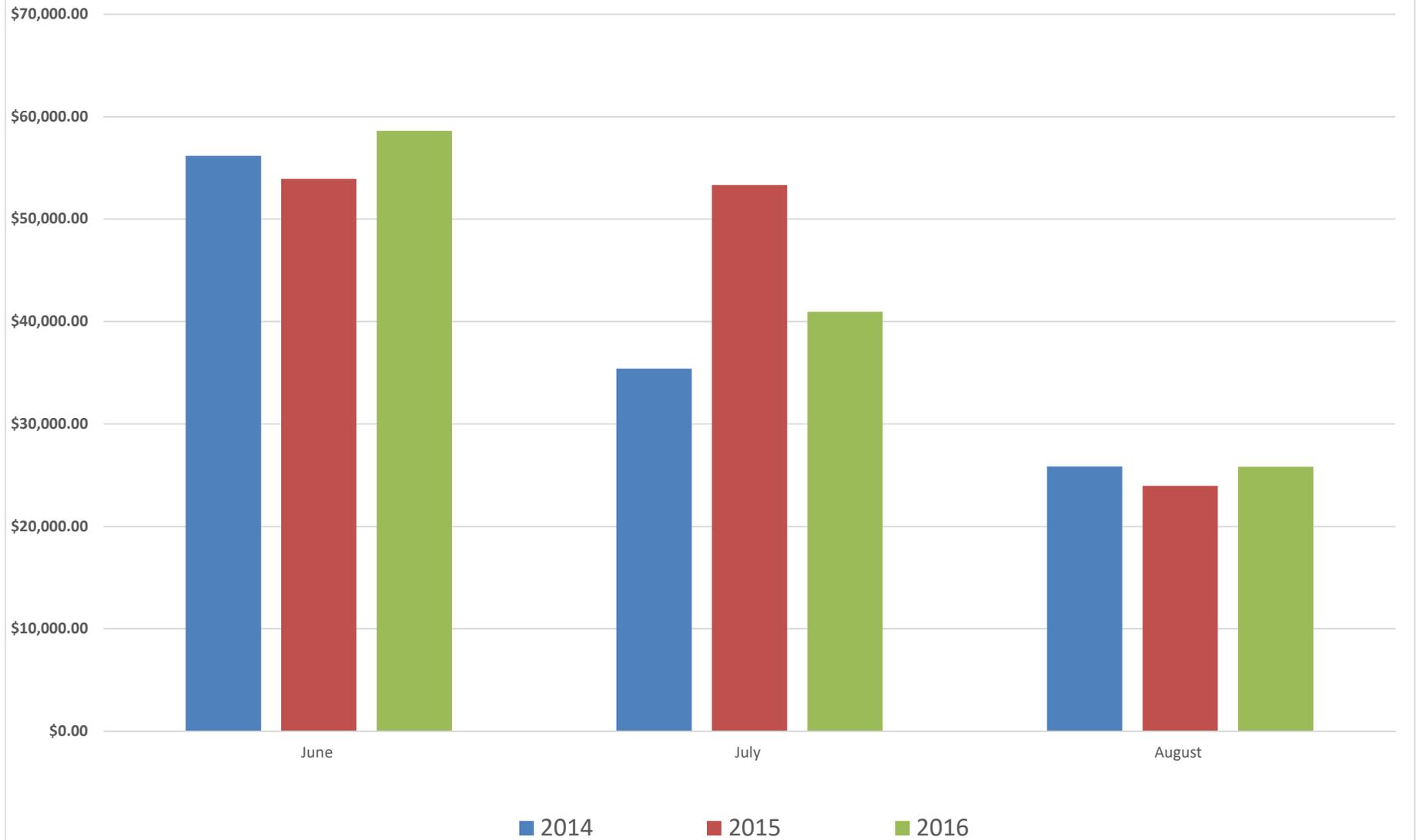
■ Closed All Day ■ Closed Early ■ Opened Late ■ Open Late/Close Early ■ Open

Passes Sold			
Pre-Season	Price	No. Sold	Revenue
Resident Individual	\$59.00	2	\$118.00
Resident Family (Early Bird)	\$100.00	41	\$4,100.00
Resident Family	\$120.00	3	\$360.00
Res Additional Member	\$10.00	14	\$140.00
Resident Senior Citizen	\$25.00	4	\$100.00
Non-Res Individual	\$79.00	1	\$79.00
Non-Res Family (Early Bird)	\$109.00	13	\$1,417.00
Non-Res Family	\$140.00	1	\$140.00
Non-Res Additional Member	\$10.00	2	\$20.00
Non-Res Senior	\$50.00	1	\$50.00
Res. Individual Joint	\$79.00	0	\$0.00
Res. Family Joint (Early Bird)	\$140.00	36	\$5,040.00
Res. Family Joint	\$160.00	1	\$160.00
Res. Joint Add. Member	\$10.00	12	\$120.00
Non-Res Individual Joint	\$99.00	0	\$0.00
Non-Res Family Joint (Early Bird)	\$160.00	8	\$1,280.00
Non-Res Family Joint	\$180.00	0	\$0.00
Non-Res Joint Add. Member	\$10.00	0	\$0.00
Subtotal:		139	\$13,124.00
Season	Price	No. Sold	Revenue
Resident Individual	\$59.00	7	\$413.00
Resident Family	\$120.00	37	\$4,440.00
Res Additional Member	\$10.00	3	\$30.00
Resident Senior Citizen	\$25.00	0	\$0.00
Non-Res Individual	\$79.00	1	\$79.00
Non-Res Family	\$140.00	12	\$1,680.00
Non-Res Additional Member	\$10.00	24	\$240.00
Non-Res Senior	\$50.00	0	\$0.00
Mid Season Pass	\$65.00	20	\$1,300.00
Res. Individual Joint	\$79.00	1	\$79.00
Res. Family Joint	\$160.00	11	\$1,760.00
Res. Joint Add. Member	\$10.00	1	\$10.00
Non-Res Individual Joint	\$99.00	0	\$0.00
Non-Res Family Joint	\$180.00	4	\$720.00
Non-Res Joint Add. Member	\$10.00	0	\$0.00
Mid Season Joint Pass	\$85.00	4	\$340.00
Subtotal:		125	\$11,091.00
Season Pass Total Revenue			\$24,215.00

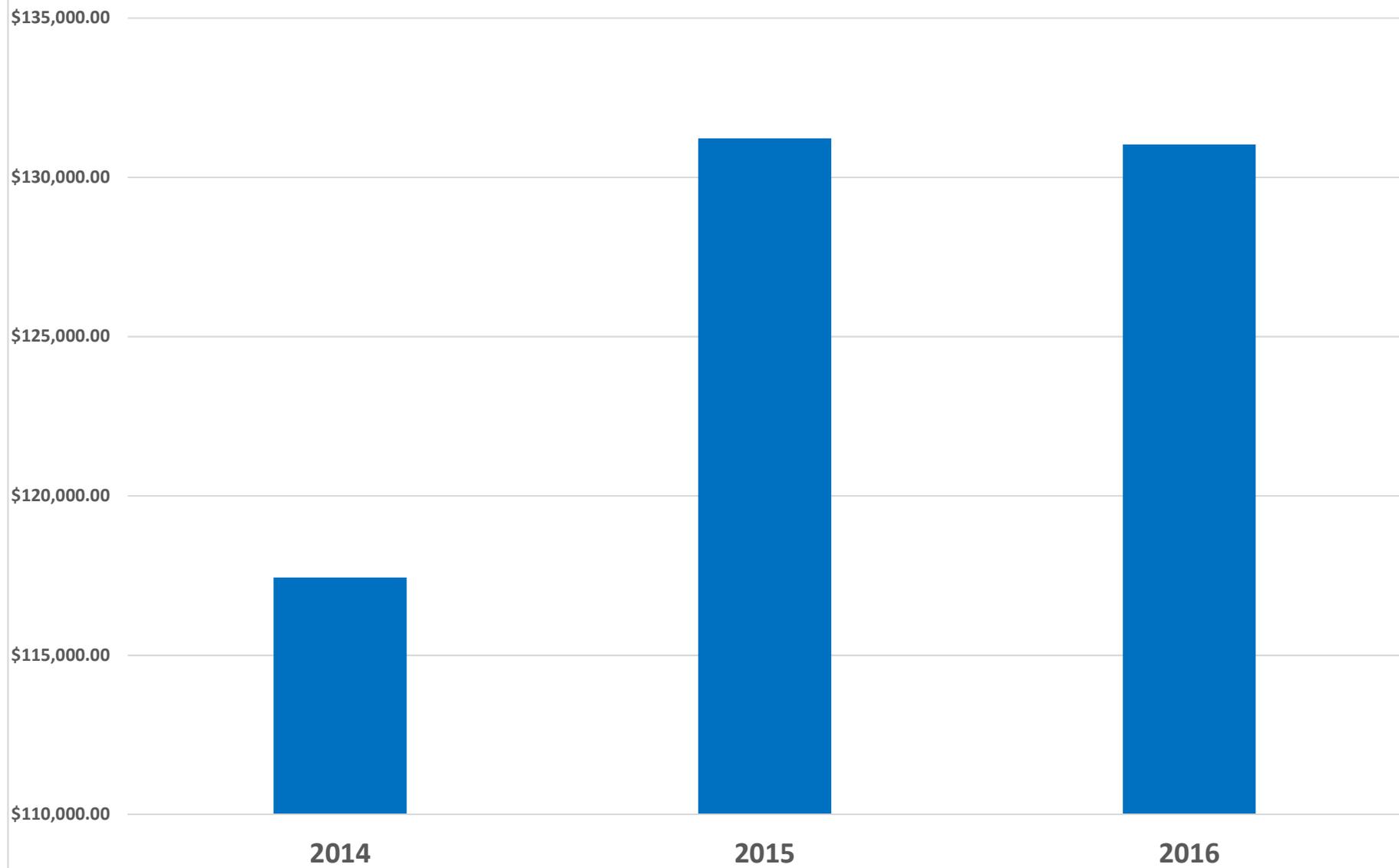
SEASON PASS SALES



Monthly Revenue



Total Revenue by Year



Session 1 : June 13th -June 24th

Swim Instructors		Wage	Classes	Total Wage
Level 1	Savannah Felch	\$9.60	10	\$96.00
Level 2	Bailey Belanger	\$9.60	10	\$96.00
	Manning Denk	\$9.70	10	\$97.00
Level 3	Cole Kubisiak	\$10.25	10	\$102.50
	Madison Stanczak	\$9.60	10	\$96.00
Level 4	Emily Lyga	\$9.35	10	\$93.50
Level 5	Alex Miller	\$9.35	10	\$93.50
			Total	\$674.50

Lessons Guard		Wage	Classes	Total Wage
	Josh Yarie	\$10.05	4	\$40.20
	Kyle Ninneman	\$9.35	2	\$18.70
	Rylie Westfall	\$9.25	2	\$18.50
	Paige Kurtz	\$9.25	2	\$18.50
	Daniel Roth	\$9.25	2	\$18.50
			Total	\$114.40

Session 1				
Level	Residents (\$15)	Non Residents (\$20)	Total Revenue	Notes
1	4	5	\$160.00	
2	4	7	\$215.00	2 classes of Lv. 2
3	7	8	\$265.00	2 classes of Lv. 3
4	4	1	\$80.00	
5	1	0	\$15.00	
			Total	\$735.00

Total Revenue	\$735.00
Total Expenditures	\$788.90
Gain/Loss	-\$53.90

Session 2 : July 5th - July 18th

Swim Instructors		Wage	Classes	Total Wage
Level 1	Savannah Felch	\$9.60	10	\$96.00
	Isaac Schiro	\$9.25	10	\$92.50
Level 2	Bailey Belanger	\$9.60	10	\$96.00
	Manning Denk	\$9.70	10	\$97.00
Level 3	Cole Kubisiak	\$10.25	10	\$102.50
	Madison Stanczak	\$9.60	10	\$96.00
Level 4	Emily Lyga	\$9.35	5	\$46.75
	Kristina Geiger	\$9.25	5	\$46.25
Level 5	Alex Miller	\$9.35	10	\$93.50
			Total	\$766.50

Lessons Guard		Wage	Classes	Total Wage
	Josh Yarie	\$10.05	4	\$40.20
	Kyle Ninnemann	\$9.35	2	\$18.70
	Rylie Westfall	\$9.25	2	\$18.50
	Paige Kurtz	\$9.25	2	\$18.50
			Total	\$92.50

Session 2				
Level	Residents (\$15)	Non Residents (\$20)	Total Revenue	Notes
1	8	2	\$160.00	2 classes of Lv. 1
2	7	12	\$345.00	2 classes of Lv. 2
3	9	7	\$275.00	2 classes of Lv. 3
4	7	2	\$145.00	
5	5	1	\$95.00	
			Total	\$1,020.00

Total Revenue	\$1,020.00
Total Expenditures	\$859.00
Gain/Loss	\$161.00

Session 3 : July 27 - August 7

Swim Instructors		Wage	Classes	Total Wage
Level 1	Savannah Felch	\$9.60	10	\$96.00
	Isaac Schiro	\$9.25	10	\$92.50
Level 2	Bailey Belanger	\$9.60	10	\$96.00
	Manning Denk	\$9.70	10	\$97.00
	Darren Sanchez	\$10.25	1	\$10.25
Level 3	Cole Kubisiak	\$10.25	10	\$102.50
	Madison Stanczak	\$9.60	8	\$76.80
	Darren Sanchez	\$10.25	1	\$10.25
Level 4	Emily Lyga	\$9.35	10	\$93.50
	Kristina Geiger	\$9.25	10	\$92.50
Level 5	Alex Miller	\$9.35	10	\$93.50
			Total	\$860.80

Lessons Guard		Wage	Classes	Total Wage
	Josh Yarie	\$10.05	4	\$40.20
	Kyle Ninnemann	\$9.35	2	\$18.70
	Rylie Westfall	\$9.25	2	\$18.50
	Paige Kurtz	\$9.25	2	\$18.50
			Total	\$95.90

Session 3				
Level	Residents (\$15)	Non Residents (\$20)	Total Revenue	Notes
1	10	1	\$185.00	2 classes of Lv. 1
2	14	5	\$295.00	2 classes of Lv. 2
3	9	8	\$325.00	2 classes of Lv. 3
4	12	3	\$225.00	2 classes of Lv. 4
5	5	2	\$115.00	
			Total	\$1,145.00

Total Revenue	\$1,145.00
Total Expenditures	\$956.70
Gain/Loss	\$188.30

Grand Total Revenue	\$2,900.00
Grand Total Expenditures	\$2,604.60
Grand Total Gain/Loss	\$295.40

In Conclusion

In conclusion, the season was for the most part a success. I had a wonderful staff this season that helped make my job much easier as well as providing a great place for patrons to come and enjoy some free time. I feel that safety has been emphasized a great deal by making in-services more productive, including S.A.F.E.R. with our training and building partnerships with outside agencies. This provided additional training for all agencies and improved safety for everyone. The joint pool pass has been a success again this season. The additional revenue and increase in patrons is beneficial for everyone involved. Considering how this partnership has added value to both facilities we should consider continuing this relationship in the future but look into how the money is split in the end. While there are challenges ahead and improvements that need to be made, it's exciting to see that we continue to move in the right direction.

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

MEETING PACKET

AGENDA ITEM COVER SHEET

ITEM # – 16

Village of Weston, Wisconsin
Report for the month of September 2016
MONTHLY DEPARTMENT REPORT FROM DEPUTY DIRECTOR OF PUBLIC WORKS

Monthly Department Briefer #2016-09
Michael Wodalski, Deputy Director of Public Works
Monday, October 3, 2016

1. FOR YOUR IMMEDIATE ATTENTION -- TRUSTEES.

2. STRATEGIC PLAN PROJECT STATUS.

- Strategies for Reduced Energy Consumption.
 - **Mobile Access/Maintenance Management Software:** Working with D Behnke and N Crowe to customize Beehive which is our asset management software to be able to keep better records of activities in the shop as well as better information on vehicles so staff can more easily find part numbers, fluid types, etc. that are needed for repairs.
- Workload and Labor Needs Analysis in Services Division
 - Working with the operations team on manpower allocations for the various tasks assigned to the traditional departments of parks, streets and utilities.
 - The goal is to have an annual calendar created to identify times of the year where certain departments have greater needs than others and we can better utilize staff to complete these tasks.
- Infrastructure Master Plans
 - The E Everest Ave connection to the Ridgeview Subdivision project is almost complete. The binder will likely be paved this weekend as long as the weather cooperates.
 - Have been working with Keith as well as representatives from REI and PGA regarding the Misty Pines Subdivision. There is follow up to be done with them regarding minor adjustments to the engineering plans after the initial submittal last month.
 - Draft Capital Improvement Plan is completed, working with K Donner on prioritizing and working through the projects.
 - Working through the TIF 1 projects as well as the rest of the CIP for the Village and getting the projects into a easy to read/understand format. This is just the first draft and will be vetted through the budget process.
- Street Maintenance Plan
 - All of the summer street maintenance contracted work (crack sealing, chip sealing, microsurfacing, overlays, concrete maintenance) has been completed. Currently working on the draft maintenance plan for 2017.
 - There are several streets that were repaired this past summer that are still in the queue to be paved. These include Leyburn, Buska and Kathleen/E Monterey. The schedule for this paving should be next week, the contractor is behind schedule for the summer as a whole due to the weather.

- The rebuild of Jones St is underway. Due to this road being a low volume and rural street, we have been able to use this as a training opportunity for different staff members to use pieces of equipment they otherwise wouldn't be exposed to.
- Vehicle and Equipment Fleet Replacement
 - There is a request for consideration in the packet for a new utility van. This vehicle would essentially be the mobile office for one of our utility operators.
- Policy and Ordinance Development/Revisions
 - Need to get back to the Street Maintenance Packet for residents.
- Wage & Compensation Plan Advancement Guidelines – see item 5.
- Technology Integration
 - As mentioned above with the mobile technology, staff has mobile tablets and better access to maps as well as the ability to record real-time data for work completed.
- Implement/Improve Outreach/Public Education
 - As noted above, working on a street maintenance packet for the website as well as integration with a future newsletter.

3. BUDGET AND FINANCIAL PLAN STATUS.

- CIP is being updated.
- Street Maintenance plan is being updated for 2017 – 2020 for the budget process.

4. EMPLOYEE DEVELOPMENT & ENGAGEMENT.

- All but one review is done with the 9 operations staff members in the street and fleet areas. I had the last one scheduled last week, but was unable to make it. Will get that completed by early next week and then will forward all review information to Administrator Guild.

5. PERFORMANCE AND METRICS.

- Continue to work with K Donner and the Operations Foreman on the Wage and Compensation Matrix, specifically how one moves up the ladder as well as horizontally. Once completed staff should have a clear picture of what needs to be accomplished in order to move through the steps and grades of the various positions. This task should be completed by this fall so staff can better understand how they fit into the organization heading into the Pay For Performance plan. This topic has come up in almost every review with staff as they're looking for more clarity on how this system will work.

6. COMMUNITY FEEDBACK

- The regular calls about drainage and potholes have come through. There have also been some inquiries regarding the extension of sewer and water near Ross and Schoonover as well as on Howland near the Heritage Hills Subdivision.

7. IDENTIFIED NEEDS.

- While attending the American Public Works Association Conference in Minneapolis I went to a session presented by members of the Minnesota Local Road Research Board and they have developed a tool (a formatted Excel file) that helps communities identify their funding gaps for streets. I've worked with this tool a little bit over the past month and the gap we have is still fairly significant from what we're spending to what we should be spending. To realistically take care of our roads in a sustainable proactive manner we need to be spending almost \$1,000,000 more a year on streets. I know this isn't realistic at this time, but is a goal we should work towards before that number becomes even more.

8. NEW IDEAS & OPPORTUNITIES.

- Cooperation amongst the traditional departments of Parks, Streets and Utilities continues to improve. We're working on ensuring we're utilizing our manpower in the best ways possible. We're still finding that we're coming up short though in some areas as priorities for one department means manpower isn't available in another area to complete a task that should be done as well.

9. MISCELLANEOUS COMMENTS / ISSUES.

- I attended the Turnout for Transportation meeting on 9/29 with K Donner and President Ermeling. It was apparent that we're in the same boat as all of our fellow communities where there just isn't enough funding for transportation needs. As Keith and I both noted at the meeting, the biggest issue isn't necessarily funding for big capital projects (while that is a concern) the bigger problem lies with having enough money for routine maintenance efforts. If we don't properly maintain the roads, then we will have more needs for the large capital projects.

One of the reasons for having the meeting was to see what the needs are and if there is/are any suggestions for how to properly fund transportation moving forward. There seemed to be an overall consensus that the gas tax should increase, then after that there were various suggestions about increasing registration fees, no longer allowing exemptions on agricultural fuel, allowing municipalities to utilize a local sales tax, setting up toll booths, getting rid of levy limits to allow communities to properly raise taxes to cover transportation needs, and utilizing a vehicle miles travelled fee on vehicles.

I'm not sure if any of those will be implemented, but it seemed clear that bonding and borrowing are not long-term sustainable solutions and most people feel it is time to just raise taxes, primarily the gas tax so the users of the system are the ones paying for the maintenance and operation of it.

- I received a letter (copy attached) from the state letting us know that the Southwest Neighborhood Multi-Use Path project was not selected for Transportation Alternatives Program (TAP) funding this cycle. The DOT received 69 projects and awarded 33 of them, so just under half of the projects received funding. We will continue to seek out opportunities to get this project funded.



Wisconsin Department of Transportation

www.dot.wisconsin.gov

Scott Walker
Governor

Mark Gottlieb, P.E.
Secretary

Division of Transportation Investment Management
4802 Sheboygan Ave
P O Box 7913
Madison, WI 53707-7913

Telephone: 608-266-2574
FAX: 608-267-0294

tanya2.iverson@dot.wi.gov

September 7, 2016

Michael Wodalski, Deputy Director of Public Works
Village of Weston
5500 Schofield Ave.
Weston, WI 54476

Dear Mr. Wodalski:

Re: Southwest Neighborhood Multi-Use Path

Thank you for your interest in the Wisconsin Department of Transportation (WisDOT) Transportation Alternatives Program (TAP). The TAP Selection Committee, which consists of staff from WisDOT, Wisconsin Department of Natural Resources, Wisconsin Department of Public Instruction, Wisconsin Bike Fed, Safe Kids Wisconsin, and the Wisconsin Counties Association, reviewed and ranked project applications and made final recommendations to the WisDOT Secretary. Based on your project's ranking, we are unable to fund your project at this time.

This was a very competitive application process, with WisDOT initially receiving 69 eligible applications for a total program request of \$36 million in TAP funds. WisDOT was able to award 33 projects and approximately \$15 million in TAP funding this program cycle.

We encourage your community to act upon the interest and momentum that resulted in your submission of the TAP application. Communities can learn more about alternative WisDOT funding sources for local governments at <http://wisconsindot.gov/Pages/doing-bus/local-gov/astnce-pgms/default.aspx>. The department anticipates beginning the next TAP cycle in calendar year 2017, at which time WisDOT will notify municipalities regarding availability of application materials, the schedule of informational meetings and other important dates and deadlines.

Please call (608)266-2574 or tanya2.iverson@dot.wi.gov if you have further questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Tanya Iverson".

Tanya Iverson
WisDOT Statewide Multimodal Program Manager

cc: Shannon Riley, WisDOT DTSD North Central Region
Keith Donner, Director of Public Works, Village of Weston

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

MEETING PACKET

AGENDA ITEM COVER SHEET

ITEM # – 19

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

held on Monday, September 26, 2016, 2016 at 6:00 p.m., in the Board Room, at the Municipal Center.
Trustee Schuster Presiding.

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. *There was one visitor.*

B. ROLL CALL - - Recording Secretary/Clerk will take attendance and roll call. Roll call indicated 5 CLPS members present. Fred introduced and welcomed the newest member Robert Kienbaum to the CLPS Committee. Village Staff in attendance: Trustee Loren White, Administrator Daniel Guild, Chief Wally Sparks, Captain Clay Schulz, Deputy Fire Chief Josh Finke, Building Inspector Scott Tatro, Property Inspector Roman Maguire, and Bob Wesenick from the Town of Weston

<u>Member</u>	<u>Present</u>
Fiene, Brian	YES
Kienbaum, Robert	YES
Martin, Zach	YES
Schuster, Fred	YES
Zeigler, Jon	YES

C. OPPORTUNITY FOR CITIZENS TO BE HEARD ON MATTERS PERTAINING TO COMMITTEE BUSINESS AND TOPICS WHICH IT HAS OVERSIGHT. There were no comments from the public.

D. PRESENTATIONS. There were no presentations.

E. REPORTS FROM STAFF

3. **Everest Police Department.** Captain Schulz talked about the drug problem with Heroin and Meth being the big issue as it is anywhere from the poor to the rich. He stated they were taking a different approach and are using officers to knock on resident's doors informing them that there has been a drug complaint. He also stated they would like to have more plain cloths officers and vehicles.
4. **South Area Fire and Emergency Response District.**
 - **1st Amendment to Charter.** Deputy Finke stated there was an amendment to the Charter and it was approved by SAFER Board of Directs and the Village and Town Board.
 - **fy2017 operating and capital budget proposal.** Deputy Finke stated the SAFER budget has been passed. They are currently working on being able to continue with inter facility transports throughout the Midwest, however due to the increase call volume they have been unable to accommodate all of these requests (and have turned down about 40 transfers). They have requested in the budget to add more part time employees and the cost to have them would be offset by the revenue they would obtain from the transfers (SAFER is able to keep 100% of that revenue)
 - **fy2017 proposal for fiscal agent services with WIPFLI.** WIPFLI has been approved to be the Fiscal agent for SAFER for 2017. They will be staying with ADP for payroll but will be working with them on their own and not through Sherry and the Village. They will be making visits about once a month to follow-up on everything.
 - **Strategic Plan.** A strategic plan has been put in place which will start at the first of the year (2017) for 3-5 years (rather than 10 years) due to it being a new organization. They met once a month for six months in which 12 members of the department were on the committee. There was also a survey that was given to everyone in the fire department in which over 70% of the staff took and with that they are in the process of fixing certain issues. They are looking at doing another survey in 6-12 months in hopes of correcting those issues.
5. **Village Planning and Development Department.**
 - **Uniform addressing update.** Maguire stated there has been no update on the new county addressing.
6. **Village Taxpayer Engagement and Communications.** Hodell talked about working with Everest Metro Police regarding the multiple complaints they are being received on vehicles including unlicensed, inoperable, and parking on the lawn. She also talked about the Farmer's Market

F. NEW BUSINESS.

7. **Approve previous meeting minutes from August 22, 2016.** Motion by Ziegler, second by Martin, to approve the Community Life & Public Safety, August 22, 2016 meeting minutes. Fiene did note that there were a few words that had transposed letters towards the end of the minutes.

Yes Vote: 5

No Votes: 0

Abstain: 0

Not Voting: 0

Result: PASS

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

held on Monday, September 26, 2016, 2016 at 6:00 p.m., in the Board Room, at the Municipal Center.
Trustee Schuster Presiding.

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

8. SAFER Training Center

Finke stated that the Training Center is part of the Strategic Plan and is planned to create a revenue stream for people wanting to get trained and to be able to train their own people. He explained this is nothing new and multiple communities across the state have fire departments that are training centers (Baraboo would be a similar comparison). He stated the State is encouraging fire departments to create training centers (mostly for refresher courses). The plans are to have refresher courses for their own staff, EMS courses, and continuing education for paramedics (which they currently do).

Fiene had a number of questions including how they plan on creating a “revenue stream” especially if there is already another training center in the area. Finke stated they are going to do some training sessions but they aren’t going to be a “large” training facility. They are looking at doing 3-4 sessions a year (NTC does over 20), training in the High Schools (Edgar and Marathon have approached them), or when individual people would like to get trained on something. Fiene questioned if NTC is doing so many classes why do they need another facility? Finke stated, SPIRIT and Medivac who would like refresher classes have been unable with their schedules to be able to take classes at the Tech.

Fiene questioned that per the Strategic Plan if SAFER has missed out on inter-facility transports due to there not being enough staff, how is it that there is going to be enough instructors. Finke stated that training instructors know in advance when classes are and how long they are. With inter-facility transports it could be in the middle of the night and they have no idea on what time that could happen. Finke also stated for the most part they would be using only one instructor.

Fiene had concerns about liability and why they would want to take on all the risk of people who don’t work for SAFER in case there was an accident or they didn’t perform well, along with all the paper work. Finke stated they are checking into the insurance issues but if they follow and pass all state requirements to function in their job the liability is fairly low, and it would be a revenue stream. Fiene feels it would be a big revenue loss if there was an accident.

Fiene questioned how much it would be for equipment as he heard it would be \$70,000. Finke stated there would be no expense for equipment as they already have what they need since they’ve been training in house for years.

Schuster asked Fiene if NTC has suffered losses due to negligent training. Fiene stated NTC has been named in cases but didn’t think they’ve ever lost.

Fiene stated an observation in listening to an audio tape of one of the SAFER meetings it was stated one of the reasons for creating a new training facility was the quality of training at NTC and how students had to be retrained. Fiene also made note that 1/3 of the instructors are the SAFER personnel. Finke stated they know of one person who teaches there on a regular basis. Finke did state they did have some concerns with instructors. For example, a paramedic class that was taught had 7 different instructors and not all of them were licensed by the state. They did discuss these concerns NTC and also met with Dr. Lori Weyers as they do feel there is some miscommunications going on as SAFER is not trying to compete with NTC.

Fiene commented that SAFER is making statements that are incorrect and that NTC does offer high school training as they did it last semester and they are doing it again next semester. Kelly Bechel the SAFER EMS Division Chief (1127 N. 4th Ave. Wausau) stated the high schools she was talking with would like to take classes within their daily schedule (and hour a day, five days a week) at their school and not having to go to the tech during after school hours which is what the Tech offers.

Fiene stated he is not in favor of this decision and doesn’t feel we are getting factual information in a timely basis. Fiene then motioned to pass a resolution to the Board to suspend the approval of the SAFER budget until it comes before the Board until there is a better explanation of the training center with some factual timelines. There was no 2nd to the motion, so the motion dies due to lack of a 2nd.

Finke made the statement that if anyone on this Committee or any other committee or board has specific questions they should send them to him, Chief Savage, or Kelly Bechel and they would be more than happy to take those questions and give answers and establish their credibility.

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

held on Monday, September 26, 2016, 2016 at 6:00 p.m., in the Board Room, at the Municipal Center.
Trustee Schuster Presiding.

9. **Raze Order of residential home at 4803 Mesker Street.** *A Raze Order was issued and signed by Building Inspector Scott Tatro and Village Attorney Matt Yde. However, they have been unable to locate the owner of the property to serve him the papers. Fiene questioned what if you can't find him in which Tatro stated the Village would get ahold of a contractor to have the house demolished with the cost being assessed to the owner on his property taxes.*
10. **Mobile Home Park inspections.** *Maguire stated Mobile Home inspections at the parks will begin the first week in October and last for a couple of weeks. He also stated the process has been revamped where there will be photo documentation on each lot at all parks. Schuster stated that one of the parks felt they were being singled out and if other residential properties were being treated the same. Tatro stated the Mobile Home parks are a separate zoning and are handled a little differently. Fiene questioned when the fence was going to be installed along E. Jelinek Ave at Stillwater Landing. Guild stated he would get an answer this week and email the committee.*

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

11. **Board of Trustee action on potential anti-gambling ordinance.** *Guild stated there is a resident who is very passionate on gambling in the Village and making sure it doesn't happen in our community. Attorney Yde wrote up a potential ordinance however he did mention there could be law suits and the Village Board ended up deny to have an ordinance.*
12. **Plan Commission // Board of Trustee action on Chicken ordinance.** *Guild explained how the Plan Commission and the Village Board did not vote in favor of allowing chickens in residential areas of the Village. Guild stated he did reach out to the family and they want to come back and present their case. Schuster stated when this was presented to the Plan Commission he gained more insight as it was explained to them the amount of extra work it would entail to allow chickens in a residential neighborhood and was not in favor of this anymore. White stated the zoning code would need to be rewritten, including what the consequence would be if there was a violation, there would also need to be a conditional permit, there would also need to be a mailing done to the surrounding neighbors informing them of the request in case they had any objection. Guild did state the implementation of the conditional use permit was not that difficult but with staff having other bigger projects and only one residential property requesting this, it just wasn't feasible at this time. Schuster and White agreed that this isn't something they would revisit anytime soon.*

H. COMMITTEE MEMBER REPORTS. *Bob Wesenick from the Town of Weston inquired about the property on Callon Avenue by Cty Road J and if there were still talks about this site coming another venue for a Canoe/Kayak launch. Guild stated a letter has been drafted to the owners who currently live in California. Wesenick stated if having the launch at that property doesn't work he knows the owners on the south east end who are looking to sell. Guild stated he would further explore this idea.*

I. ANNOUNCEMENTS. *There were no announcements*

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

K. ADJOURN. *Schuster adjourned Community Life and Public Safety Meeting at 7:04 p.m.*

*Fred Schuster, Trustee
Renee Hodell, Recording Secretary*

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

MEETING PACKET

AGENDA ITEM COVER SHEET

ITEM # – 29

Village of Weston, Wisconsin
OFFICIAL MEETING AGENDA OF THE PROPERTY & INFRASTRUCTURE COMMITTEE
Monday, August 29, 2016, at 4:30 p.m.

A. Opening of Session.

1. Meeting called to order by Acting Chairman Ostrowski at 4:33 p.m.
2. Clerk will take attendance and roll call.

Roll call indicated 4 Property & Infrastructure Members present.

<u>Member</u>	<u>Present</u>
Ziegler, Jon	No
Hubbard, Tom	Yes
Jensen, John	Yes
Mumper, Roy	Yes
Ostrowski, Kevin	Yes

Village staff present were DPW Keith Donner and Donna Van Swol. Board member present was Loren White. Audience present Jason Lenard

3. Request for silencing of cellphones and other electronic devices.
4. Acknowledgment of visitors if any.

B. Comments from the Public on Matters Pertaining to Committee Business. None.

C. Presentation. None

D. Consent Items for Discussion/Action.

5. Approval of previous meeting minutes from 8/01/2016.

**M/S/P Mumper/Jensen: to approve the minutes from the meeting of August 1, 2016 as presented.*

Yes Vote: 4 No Vote: 0 Abstain: 0 Not Voting: 0 Result: Pass

<u>Member</u>	<u>Present</u>
Ziegler, Jon	-
Hubbard, Tom	Yes
Jensen, John	Yes
Mumper, Roy	Yes
Ostrowski, Kevin	Yes

6. Water/Sewer permits LCON-7-16-6889, LCON-8-16-6900, LCON-8-16-6907, LCON-8-16-6908, LCON-8-16-6916, LCON-8-16-6917, LCON-8-16-6918, LCON-8-16-6919, LCON-8-16-6928, & LCON-8-16-6944.

M/S/P Jensen/Mumper: to approve water/sewer permits LCON-7-16-6889, LCON-8-16-6900, LCON-8-16-6907, LCON-8-16-6908, LCON-8-16-6916, LCON-8-16-6917, LCON-8-16-6918, LCON-8-16-6919, LCON-8-16-6928, & LCON-8-16-6944.

Yes Vote: 4 No Vote: 0 Abstain: 0 Not Voting: 0 Result: Pass

<u>Member</u>	<u>Present</u>
Ziegler, Jon	-
Hubbard, Tom	Yes
Jensen, John	Yes
Mumper, Roy	Yes
Ostrowski, Kevin	Yes

E. Business Items for consideration, discussion, and action.

- 7. RESOLUTION NO. 2016-014 Resolution to Cooperate with the Village of Rothschild to Provide Private Fire Protection Service to the Foremost Farms Property and Update the Agreement for the Interconnection of the Municipal Water Systems at the Foremost Property in Rothschild.** Donner briefly summarized the history with the Village of Weston owning the property where Foremost Farms is located on Business Highway 51 in Rothschild (formerly Town of Weston). Foremost has a 99-year lease with the Town of Weston now the Village of Weston. Foremost has put all of the improvements into the property. Following the annexation there was an intergovernmental boundary agreement adopted by both communities to settle a lawsuit brought up by the Town of Weston against the Village of Rothschild to recover some of the investment that the utilities had made in the Cedar Creek Mall area. Prior to the annexation there was an interconnection agreement (1971) between Rothschild and the Town of Weston outlining connections, conditional for opening at any location. The agreement doesn't make provisions for billing but, the past practice has been that Rothschild charges Weston water using their rate blocks. Rothschild could charge us their wholesale rates which would be their highest rate block. We would like to get the rates to be charged by Rothschild to Weston addressed following the adoption of this resolution. This may have to go through the Public Service Commission for approval. Weston is pretty much at capacity with Foremost's process needs. We are only looking at having Rothschild supply Foremost with private fire protection.

****M/S/P Jensen/Hubbard: to recommend to the Board of Trustees approval of RESOLUTION NO. 2016-014 Resolution to Cooperate with the Village of Rothschild to Provide Private Fire Protection Service to the Foremost Farms Property and Update the Agreement for the Interconnection of the Municipal Water Systems at the Foremost Property in Rothschild.***

Yes Vote: 4 No Vote: 0 Abstain: 0 Not Voting: 0 Result: Pass

<u>Member</u>	<u>Present</u>
Ziegler, Jon	-
Hubbard, Tom	Yes
Jensen, John	Yes
Mumper, Roy	Yes
Ostrowski, Kevin	Yes

- 8. Street Cross Section and Drainage Plans for Misty Pines Subdivision.** Donner reported we discussed the preliminary concept in June. The developer, Gary Guerndt, is in the process of updating the preliminary plat. They have furnished the Village with the proposed infrastructure plans. With a new development it is always a challenge with drainage and compliance with stormwater management requirements. The soil in this area is very sandy and favorable for infiltration of runoff water. We would make provisions for sidewalk and street trees in the boulevard. Typically, in urbanized areas we have a 34-foot wide street cross section with a six inch face curb, channeled down to an inlet at approximately 300 foot intervals depending on the slope of the street. We are looking at allowing a 28-foot wide street cross section with a flat curb to allow water to run

over the curb to a ditch along the entire length of the street. Water that does not infiltrate would run to an inlet placed at each lot boundary. We are trying to accomplish infiltration of the stormwater rather than collection into a large detention basin. The advantage is we would reduce the size of the pipe needed. By having a narrower street section, we would have less surface area of asphalt to maintain over time. The drawback would be street parking and cars could encroach over the edge of the flat curb and get into the landscaped ditch area on the side. Donner added that Planning and Zoning Department is concerned that this does not meet with the “spirit” of our new subdivision ordinance and allowing an exception. He doesn’t feel it goes contrary to the subdivision code and proposes this be forwarded to the Plan Commission for their comments. Donner and Wodalski discussed this with the developer and they felt it would be a common sense solution to not create a large stormwater detention area that the village would end up maintaining over time. The village would maintain the storm sewer pipe that would be put in between the inlets. Other utilities will still be able to install their facilities in the village right-of-way not requiring an easement by the property owner though their practice now is to get an easement.

Ostrowski was concerned about not having enough room for parking on the street.

Donner asked the committee if they would prefer to have face curb (barrier curb) installed. There was discussion on plowing the area with a flat curb that you may get scraping of the landscaped area with the plow. There will be less pavement to repair/replace in the future. The proposed right-of-way meets our subdivision regulations. The subdivision code makes reference to the width of a gutter section where curbing is present, it implies curb and gutter with a barrier curb. Public Works staff and the Director put forward a recommendation to do a modified street section with a flat curb, ditch, and infiltration areas.

****M/S/P Jensen/Mumper: to recommend to the Planning Commission the street cross section and drainage plans for Misty Pines Subdivision based on the favorable soil infiltration conditions.***

Yes Vote: 4 No Vote: 0 Abstain: 0 Not Voting: 0 Result: Pass

<u>Member</u>	<u>Present</u>
Ziegler, Jon	-
Hubbard, Tom	Yes
Jensen, John	Yes
Mumper, Roy	Yes
Ostrowski, Kevin	Yes

9. Recommendation to Purchase a Combination Tri-Axle Plow Truck and Vacuum Truck.

Wodalski recommended in his report to purchase the truck chassis from Scaffidi in the amount of \$119,700.00.

Truck chassis quotes:

Dealer	Total Price
Mid-State - International	\$ 124,250.00
Scaffidi - Mack	\$ 119,700.00
Truck Country - Freightliner	\$ 114,582.00

Truck Country did not meet specifications.

Wodalski recommended in his report to purchase the truck body form Casper’s in the amount of \$119,311.00.

Truck Body quotes:

Dealer	Total Price
Casper's	\$ 119,311.00
Monroe	\$ 140,401.00
Truck Equipment	\$ 123,118.00

****M/S/P Jensen/Mumper: to recommend to the Board of Trustees approval of the purchase of a combination Tri-Axle Plow Truck and Vacuum Truck as outlined by Deputy Director Wodalski.***

Yes Vote: 4 No Vote: 0 Abstain: 0 Not Voting: 0 Result: Pass

<u>Member</u>	<u>Present</u>
Ziegler, Jon	-
Hubbard, Tom	Yes
Jensen, John	Yes
Mumper, Roy	Yes
Ostrowski, Kevin	Yes

F. Reports.

10. Deputy Director, Public Works.

- In Wodalski's report it stated all LED light fixtures have been installed on village owned street lights.
- Donner touched on the street maintenance projects outlined in Wodalski's report.

11. Director, Public Works and Utilities.

- Donner's report outlined the upcoming street maintenance projects.
- Donner questioned the committee if they had received documentation on the Camp Phillips southeast quadrant.
- MSA has started work on our sewer ordinance update.
- The Finance Committee is going to be discussing a potential wheel tax for the Village of Weston.

12. Report from Administrator. None.

G. Communications and Recommendations from Committee Members. None.

H. Set next meeting date and discuss items for next agenda - Monday, October 3, 2016 @ 4:30 p.m.

I. Adjourn.

Ostrowski adjourned the meeting at 5:37 p.m.

Donna Van Swol, Utility Clerk

**VILLAGE OF WESTON, WISCONSIN
OFFICIAL MEETING AGENDA OF THE BOARD OF TRUSTEES**

MEETING PACKET

AGENDA ITEM COVER SHEET

ITEM # – 31

**VILLAGE OF WESTON
REQUEST FOR CONSIDERATION**

AGENDA ITEM DSCRPTN: \$433,500 GENERAL OBLIGATION NOTE FINANCING FOR (2) PIECES OF EQUIPMENT FOR THE SOUTH AREA FIRE & EMERGENCY RESPONSE (SAFER) DISTRICT.

FOR CONSIDERATION AT: VILLAGE BOARD OF TRUSTEES, MONDAY, OCTOBER 3, 2016

LEGISLATION TYPE: ACKNOWLEDGE | **MOTION** | ORDINANCE | POLICY | RESOLUTION

RECOMMENDATION TO: RECOMMEND TO THE BOARD OF TRUSTEES TO BORROW \$433,500 GENERAL OBLIGATION NOTE FINANCING FOR (2) PIECES OF EQUIPMENT FOR THE SOUTH AREA FIRE & EMERGENCY RESPONSE (SAFER) DISTRICT.

REPORT PREPARED BY: JOHN JACOBS, VILLAGE TREASURER

BACKGROUND: The SAFER District will be purchasing (2) pieces of equipment in 2016, which the Village has included in its 5-year CIP (Capital Improvements Program) Budget to be financed with debt obligation proceeds by the Village of Weston for its proportionate percentage of the 2016 SAFER District Budget. The two pieces of apparatus that SAFER will be purchasing will be (1) Fire Engine Pumper Truck and (1) Ambulance Rescue Vehicle for a combined estimated cost of \$800,000.

The two charter members of the SAFER District, namely the Town of Rib Mountain and the Village of Weston, provide the funding for the District's operating and capital budgets. The Town of Rib Mountain will be contributing cash funds of \$259,455 (from its own debt obligation proceeds) for these capital purchases. The Village of Weston will be contributing cash funds of \$107,045 from its Capital Improvements Fund for these capital purchases. Therefore, the total contributed cash funds from the (2) municipalities is \$366,500, which leaves the remaining portion of \$433,500 to be financed by the Village of Weston with this general obligation, tax-exempt note issuance.

The Village of Weston sent out proposals for a 5-year issue that will be held with a local financial institution for this financing proposal. The Village received (3) proposals for the debt obligation financing for the SAFER District capital equipment. The 5-year note issue will be considered "tax-exempt", because the borrowing purpose is for public safety equipment acquisitions. The note will be guaranteed by the taxing authority granted to the Village of Weston, per Wisconsin Statutes. The annual principal schedule proposed for this debt obligation follows the capital equipment replacement program policy guideline approved by the Village Board of Trustees in its 5-year CIP Budget document, which had been presented and reviewed with the Village Board during the 2016 budget process in the Fall 2015.

A summary of the (3) bid proposals is attached for your review. Village staff recommends to the Village Board of Trustees to approve the low bid proposal from Covantage Credit Union for the 5-year note issuance, with an interest rate of 2.15% for the maturity of the debt obligation, and with a total interest cost impact to the Village of Weston of \$25,792.50.

FISCAL IMPACTS:

Budget Line Item: _____ This debt amortization schedule will impact the Village's Debt Service Fund budget during the years of 2017-2021.

Budgeted Expenditure: _____

Budgeted Expenditure: _____

STATUTORY REFERENCES:

Wisconsin Statue: _____

Administrative Code: _____

Municipal Code: _____

Judicial Ruling: _____

INITIAL REVIEW: TO BE REVIEWED AND APPROVED BY VILLAGE BOARD ON 10/03/2016.

SAFER CIP Budget - for capital equipment replacement program
 For budget years 2015 - 2020 (any possible trade-in values have been excluded from this table)

	2015 Budget	Rib Mt. %	Weston %	Weston Financed over number of years	Village of Weston - allocation share financed over a period of years for the capital equipment replacement program									
					2015 Budget	2016 Budget	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget	2023 Budget	
2015 CIP BUDGET:														
Medic-11	\$ 214,000	\$ 72,161	\$ 141,839	1	\$ 141,839	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(Note: Actual Cost was \$218,675)														
TOTAL	\$ 214,000	\$ 72,161	\$ 141,839		\$ 141,839	\$ -								

	2016 Budget	Rib Mt. %	Weston %	Weston Financed over number of years	Village of Weston - allocation share financed over a period of years for the capital equipment replacement program									
					2015 Budget	2016 Budget	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget	2023 Budget	
2016 CIP BUDGET:														
Rescue-21 (R-21 & E-22)	\$ 650,000	\$ 210,807	\$ 439,193	6	\$ -	\$ 73,199	\$ 73,199	\$ 73,199	\$ 73,199	\$ 73,199	\$ 73,198	\$ -	\$ -	\$ -
Car-21	\$ 39,000	\$ 12,648	\$ 26,352	1	\$ -	\$ 26,352	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fire Inspection Vehicle	\$ 25,000	\$ 8,108	\$ 16,892	1	\$ -	\$ 16,892	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Medic-23 (IFT)	\$ 150,000	\$ 48,648	\$ 101,352	3	\$ -	\$ 33,784	\$ 33,784	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Computer Server Upgrade	\$ 25,000	\$ 8,108	\$ 16,892	1	\$ -	\$ 16,892	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Turnout Gear	\$ 16,500	\$ 5,351	\$ 11,149	1	\$ -	\$ 11,149	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 905,500	\$ 293,670	\$ 611,830		\$ -	\$ 178,268	\$ 106,983	\$ 106,983	\$ 73,199	\$ 73,199	\$ 73,198	\$ -	\$ -	\$ -

TOTAL FUNDS TO BE FINANCED BY VILLAGE OF WESTON FOR 2016 SAFER DISTRICT CAPITAL EQUIPMENT → \$433,562

NOTE: AMOUNT WAS ROUNDED DOWN TO \$433,500 WHEN PROPOSALS WERE SENT TO FINANCIAL INSTITUTIONS, TO MAKE THE CALCULATIONS IN THE DEBT SERVICE AMORTIZATIONS A BIT EASIER TO DISTRIBUTE BETWEEN 2016 - 2021.

**VILLAGE OF WESTON,
WISCONSIN**

**REQUEST FOR
5-YEAR
GENERAL OBLIGATION / TAX-EXEMPT BANK NOTE**

AUGUST 25, 2016



KEY DATES:

Proposal Due:	September 16, 2016 @ 5pm (Friday)
Expected Contract Award Date by the Village Board of Trustees:	October 3, 2016 @ 6pm (Monday)
Note Issue Date:	October 10, 2016 (Monday) (to be negotiated with financial institution)
Settlement Date:	October 11, 2016 (Tuesday) (to be negotiated with financial institution)

REQUEST FOR PROPOSAL

Prepared by: Village of Weston
5500 Schofield Ave
Weston, WI 54476

Today's Date: August 25, 2016

Purpose: Purchase (2) Pieces of Equipment for the South Area Fire & Emergency Response (SAFER) District. The pieces of equipment are: (1) Fire Engine Pumper Truck, and (1) Ambulance Rescue Vehicle.

<u>Loan Amount:</u> \$433,500 (GENERAL OBLIGATION, TAX-EXEMPT ISSUE)

Facts of the Issuance:

The South Area Fire & Emergency Response (SAFER) District will be purchasing (1) Fire Engine Pumper Truck and (1) Ambulance Rescue Vehicle during budget year 2016. The total estimated costs of the (2) pieces of apparatus are around \$800,000. The two charter members of the SAFER District, namely the Town of Rib Mountain and the Village of Weston, provide the funding for the District's operating and capital budgets. The Town of Rib Mountain will be contributing cash funds of \$259,455 for these capital purchases, and the Village of Weston will be contributing cash funds of \$107,045 for these capital purchases. Therefore, the total contributed cash funds from the (2) municipalities is \$366,500, which leaves the remaining portion of \$433,500 to be financed by the Village of Weston with this general obligation, tax-exempt bank note.

The Village of Weston is seeking funds from local financial institutions to provide the financing for the acquisition of the (2) pieces of equipment. The Village will obtain a bank note for a 5-year issue that will be held with a local financial institution for this financing proposal. The Village seeks to obtain quotes from local financial institutions at this time and will make a decision on the best financing option and payment terms offered to the Village. The Village of Weston Finance Committee will be reviewing the proposals at their meeting scheduled for September 28. The Finance Committee will then present a recommendation to the Village Board of Trustees at their meeting scheduled for Monday, October 3, 2016.

This 5-year note issue will be considered tax-exempt because the borrowing purpose is for public safety equipment acquisitions. This note will be guaranteed by the taxing authority granted to the Village of Weston, per Wisconsin Statutes.

Terms of the Issuance:

Issue Amount: \$433,500
Issue Date: October 10, 2016 (to be negotiated with financial institution)
Settlement Date: October 11, 2016 (to be negotiated with financial institution)

First Interest Payment Date: April 10, 2017; semi-annually thereafter
First Principal Payment Date: October 10, 2017; annually thereafter
1) 5-year bank note Due in 5 principal payments due on the following amortization schedule: equal annual installments of \$106,950 are due on 10/10/2017 and on 10/10/2018, and equal installments of \$73,200 are due on 10/10/2019, 10/10/2020, and 10/10/2021.

Final Maturity Date: October 10, 2021

Call Provision: Principal is eligible to be refinanced without penalty at any time during the life of the issue.

Legal Opinion: The Village of Weston will pay for legal costs and forms that are required with this borrowing issue.

The Village of Weston has the right to reject any and/or all bids on this bank note issue.

If you have any questions about the information enclosed, please contact Daniel Guild, Village of Weston, Village Administrator, or John Jacobs, Village of Weston, Finance Director, at (715) 359-6114 or by sending an email to dguild@westonwi.gov or finance@westonwi.gov. Your response to this bank note proposal is encouraged, as the Village of Weston continues to work with the participation of the local financial institution community in the Wausau metro area for its financing/banking needs.

BANK PROPOSAL

For the Village of Weston, Wisconsin on the \$433,500 General Obligation, Tax-Exempt Bank Note
for the

Purchase of (2) Pieces of Public Safety Equipment, which will be stored at Fire Station #1 (in the
Town of Rib Mountain) and at Fire Station #2 (in the Village of Weston).

Loan Amount:	\$433,500
Issue Date:	10/10/2016
Final Maturity Date:	10/10/2021
Loan Interest Rate:	_____ %
Total Interest Costs Thru Maturity	\$ _____
Cost of Loan Issuance, if any	\$ _____
TOTAL COSTS (Interest + Issuance)	<u><u>\$ _____</u></u>

Also attach a copy of your proposed amortization schedule with this proposal.

Name of Financial Institution submitting the Proposal: _____

Address of Financial Institution: _____

Name of Financial Institution Representative submitting Proposal: _____

Contact Phone Number: (_____) _____

Contact Email Address: _____

Any Other Comments from the Financial Institution: _____

Responses must be returned to the Village of Weston, Finance Director, John Jacobs, by **Friday, September 16, 2016, by 5pm.** Responses will be accepted in person, by mail, by fax, or by email. The information below will assist you in returning the information to us by the method of your choice. Thank you for your prompt attention to this matter.

Forward Responses to: John Jacobs
Village of Weston, Finance Director
5500 Schofield Avenue
Weston, WI 54476
(715) 359-6114 direct #
(715) 359-6117 fax #
finance@westonwi.gov

5 Year General Obligation Tax Exempt Bank Note RFP Summary

SAFER Fire Engine Pumper Truck and Ambulance Rescue Vehicle

	CoVantage Credit Union	Peoples State Bank	Intercity State Bank
Loan Amount	\$ 433,500.00	\$ 433,500.00	\$ 433,500.00
Issue Date	10/10/2016	10/10/2016	10/10/2016
Maturity Date	10/10/2021	10/10/2021	10/10/2021
Loan Interest Rate	2.15%	2.66%	2.75%
Total Int Costs Through Maturity	\$ 25,792.50	\$ 32,353.92	\$ 39,571.49
RFP Prepared by	Shawn Sukup	Peter Kramer	Randy Balk

COVANTAGE CREDIT UNION

RFP Proposal

BANK PROPOSAL

For the Village of Weston, Wisconsin on the \$433,500 General Obligation, Tax-Exempt Bank Note for the Purchase of (2) Pieces of Public Safety Equipment, which will be stored at Fire Station #1 (in the Town of Rib Mountain) and at Fire Station #2 (in the Village of Weston).

Loan Amount:	\$433,500
Issue Date:	10/10/2016
Final Maturity Date:	10/10/2021
Loan Interest Rate:	<u>2.150</u> %
Total Interest Costs Thru Maturity	\$ <u>25,792.50</u>
Cost of Loan Issuance, if any	\$ <u>N/A</u>
TOTAL COSTS (Interest + Issuance)	\$ <u>25,792.50</u>

Also attach a copy of your proposed amortization schedule with this proposal.

Name of Financial Institution submitting the Proposal: CoVantage Credit Union

Address of Financial Institution: 723 Sixth Ave, PO Box 107
Antigo, WI 54409

Name of Financial Institution Representative submitting Proposal: Shawn Sukup, VP

Contact Phone Number: (715) 627-4336 x4662

Contact Email Address: ssukup@covantagecu.org

Any Other Comments from the Financial Institution: _____

Responses must be returned to the Village of Weston, Finance Director, John Jacobs, by **Friday, September 16, 2016, by 5pm.** Responses will be accepted in person, by mail, by fax, or by email. The information below will assist you in returning the information to us by the method of your choice. Thank you for your prompt attention to this matter.

Forward Responses to: John Jacobs
Village of Weston, Finance Director
5500 Schofield Avenue
Weston, WI 54476
(715) 359-6114 direct #
(715) 359-6117 fax #
finance@westonwi.gov

AMORTIZATION SCHEDULE

Principal \$433,500.00	Loan Date 10-10-2016	Maturity 10-10-2021	Loan No 000000-0001	Call / Coll	Account ***	Officer 227	Initials
References in the boxes above are for Lender's use only and do not limit the applicability of this document to any particular loan or item. Any item above containing "*****" has been omitted due to text length limitations.							

Borrower: Village of Weston
5500 Schofield Ave
Weston, WI 54476

Lender: CoVantage Credit Union
Main Office
723 6th Ave
PO Box 107
Antigo, WI 54409-0107

Disbursement Date: October 10, 2016
Interest Rate: 2.150

Repayment Schedule: Irregular
Calculation Method: 365/365 U.S. Rule

Payment Number	Payment Date	Payment Amount	Interest Paid	Principal Paid	Remaining Balance
1	04-10-2017	4,647.36	4,647.36	0.00	433,500.00
2	10-10-2017	4,672.89	4,672.89	0.00	433,500.00
3	10-10-2017	106,950.00	0.00	106,950.00	326,550.00
4	04-10-2018	3,500.80	3,500.80	0.00	326,550.00
5	10-10-2018	3,520.03	3,520.03	0.00	326,550.00
6	10-10-2018	106,950.00	0.00	106,950.00	219,600.00
7	04-10-2019	2,354.23	2,354.23	0.00	219,600.00
8	10-10-2019	2,367.17	2,367.17	0.00	219,600.00
9	10-10-2019	73,200.00	0.00	73,200.00	146,400.00
10	04-10-2020	1,578.11	1,578.11	0.00	146,400.00
11	10-10-2020	1,578.11	1,578.11	0.00	146,400.00
12	10-10-2020	73,200.00	0.00	73,200.00	73,200.00
13	04-10-2021	784.74	784.74	0.00	73,200.00
14	10-10-2021	73,989.06	789.06	73,200.00	0.00
TOTALS:		459,292.50	25,792.50	433,500.00	

NOTICE: This is an estimated loan amortization schedule. Actual amounts may vary if payments are made on different dates or in different amounts.

PEOPLES STATE BANK
RFP Proposal

BANK PROPOSAL

For the Village of Weston, Wisconsin on the \$433,500 General Obligation, Tax-Exempt Bank Note
for the

Purchase of (2) Pieces of Public Safety Equipment, which will be stored at Fire Station #1 (in the
Town of Rib Mountain) and at Fire Station #2 (in the Village of Weston).

Loan Amount:	\$433,500
Issue Date:	10/10/2016
Final Maturity Date:	10/10/2021
Loan Interest Rate:	<u>2.66</u> %
Total Interest Costs Thru Maturity	\$ <u>32,353.92</u>
Cost of Loan Issuance, if any	\$ <u>0*</u>
TOTAL COSTS (Interest + Issuance)	<u><u>\$ 32,353.92</u></u>

Also attach a copy of your proposed amortization schedule with this proposal. ✓

Name of Financial Institution submitting the Proposal: Peoples State Bank

Address of Financial Institution: 1905 Stewart Avenue
Wausau, WI 54402

Name of Financial Institution Representative submitting Proposal: Peter Kramer

Contact Phone Number: (715) 847-4011

Contact Email Address: peter.kramer@bankpeoples.com

Any Other Comments from the Financial Institution: _____

* All legal costs incurred with the documentation of this issue to be paid by the
Village of Weston

Responses must be returned to the Village of Weston, Finance Director, John Jacobs, by **Friday, September 16, 2016, by 5pm.** Responses will be accepted in person, by mail, by fax, or by email. The information below will assist you in returning the information to us by the method of your choice. Thank you for your prompt attention to this matter.

Forward Responses to: John Jacobs
Village of Weston, Finance Director
5500 Schofield Avenue
Weston, WI 54476
(715) 359-6114 direct #
(715) 359-6117 fax #
finance@westonwi.gov

AMORTIZATION SCHEDULE

Principal \$433,500.00	Loan Date 10-10-2016	Maturity 10-10-2021	Loan No	Call / Coll	Account	Officer	Initials
References in the boxes above are for Lender's use only and do not limit the applicability of this document to any particular loan or item. Any item above containing "****" has been omitted due to text length limitations.							

Borrower: Village of Weston

Lender: Peoples State Bank
P O Box 1686
1905 Stewart Ave
Wausau, WI 54402-1686

Disbursement Date: October 10, 2016
Interest Rate: 2.660

Repayment Schedule: Irregular
Calculation Method: 365/360 U.S. Rule

Payment Number	Payment Date	Payment Amount	Interest Paid	Principal Paid	Remaining Balance
1	04-10-2017	5,829.61	5,829.61	0.00	433,500.00
2	10-10-2017	5,861.64	5,861.64	0.00	433,500.00
3	10-10-2017	106,950.00	0.00	106,950.00	326,550.00
2017 TOTALS:		118,641.25	11,691.25	106,950.00	
4	04-10-2018	4,391.37	4,391.37	0.00	326,550.00
5	10-10-2018	4,415.50	4,415.50	0.00	326,550.00
6	10-10-2018	106,950.00	0.00	106,950.00	219,600.00
2018 TOTALS:		115,756.87	8,806.87	106,950.00	
7	04-10-2019	2,953.13	2,953.13	0.00	219,600.00
8	10-10-2019	2,969.36	2,969.36	0.00	219,600.00
9	10-10-2019	73,200.00	0.00	73,200.00	146,400.00
2019 TOTALS:		79,122.49	5,922.49	73,200.00	
10	04-10-2020	1,979.57	1,979.57	0.00	146,400.00
11	10-10-2020	1,979.57	1,979.57	0.00	146,400.00
12	10-10-2020	73,200.00	0.00	73,200.00	73,200.00
2020 TOTALS:		77,159.14	3,959.14	73,200.00	
13	04-10-2021	984.38	984.38	0.00	73,200.00
14	10-10-2021	74,189.79	989.79	73,200.00	0.00
2021 TOTALS:		75,174.17	1,974.17	73,200.00	
TOTALS:		465,853.92	32,353.92	433,500.00	

NOTICE: This is an estimated loan amortization schedule. Actual amounts may vary if payments are made on different dates or in different amounts.

INTERCITY STATE BANK
RFP Proposal

BANK PROPOSAL

For the Village of Weston, Wisconsin on the \$433,500 General Obligation, Tax-Exempt Bank Note
for the

Purchase of (2) Pieces of Public Safety Equipment, which will be stored at Fire Station #1 (in the
Town of Rib Mountain) and at Fire Station #2 (in the Village of Weston).

Loan Amount:	\$433,500
Issue Date:	10/10/2016
Final Maturity Date:	10/10/2021
Loan Interest Rate:	<u>2.75%</u> %
Total Interest Costs Thru Maturity	\$ <u>39,571.49</u>
Cost of Loan Issuance, if any	\$ <u>N/A</u>
TOTAL COSTS (Interest + Issuance)	\$ <u>473,071.49</u>

Also attach a copy of your proposed amortization schedule with this proposal.

Name of Financial Institution submitting the Proposal: INTERCITY STATE BANK

Address of Financial Institution: 962 GRAND AVENUE
SCHOFIELD, WI 54476

Name of Financial Institution Representative submitting Proposal: RANDY L BALK

Contact Phone Number: (715-359-4231)

Contact Email Address: RANDYB@INTERCITYSTATEBANK.COM

Any Other Comments from the Financial Institution: IT IS ASSUMED THAT THE VILLAGE OF
WILL PAY FOR LEGAL COSTS AND FORMS THAT ARE REQUIRED WITH THIS BORROWING
ISSUE.

Responses must be returned to the Village of Weston, Finance Director, John Jacobs, by **Friday, September 16, 2016, by 5pm.** Responses will be accepted in person, by mail, by fax, or by email. The information below will assist you in returning the information to us by the method of your choice. Thank you for your prompt attention to this matter.

Forward Responses to: John Jacobs
Village of Weston, Finance Director
5500 Schofield Avenue
Weston, WI 54476
(715) 359-6114 direct #
(715) 359-6117 fax #
finance@westonwi.gov

Funding Date: 10/10/2016
First Payment Date: 10/10/2017

Compounding: U.S. Rule
Period: Actual/360
Pmt Schedule: Annually

Principal: 433,500.00
Initial Interest Rate: 0.000%
Interest Rate: 2.750%
Pmt Amount: 106,950.00

Payment Number	Payment Date	Days	Payment Amount	Interest Amount	Principal Reduction	Outstanding Balance	Equity Built
1	04/10/2017	182	\$6,026.85	6,026.85	.00	433,500.00	
2	10/10/2017	183	\$113,009.97	6,059.97	106,950.00	326,550.00	\$106,950.00
3	04/10/2018	182	\$4,539.95	4,539.95	.00	326,550.00	\$106,950.00
4	10/10/2018	183	\$111,514.90	4,564.90	106,950.00	219,600.00	\$213,900.00
5	04/10/2019	182	\$3,053.05	3,053.05	.00	219,600.00	\$213,900.00
6	10/10/2019	183	\$222,669.83	3,069.83	219,600.00	.00	\$433,500.00
2019	Totals:		460,814.55	27,314.55	433,500.00		
Grand Totals:			460,814.55	27,314.55	433,500.00		

This amortization schedule is provided to you for your convenience. The amortization may include estimates based upon information provided by you. Actual terms of credit offered by us may vary from this amortization schedule. The outstanding balance shown above will vary from your actual outstanding balance owed to the Bank because of the timing of payments.

Funding Date: 10/10/2018
First Payment Date: 10/10/2019

Compounding: U.S. Rule
Period: Actual/360
Pmt Schedule: Annually

Principal: 219,600.00
Initial Interest Rate: 0.000%
Interest Rate: 2.750%
Pmt Amount: 73,200.00

Payment Number	Payment Date	Days	Payment Amount	Interest Amount	Principal Reduction	Outstanding Balance	Equity Built
1	04/10/2019	182	\$3,053.05	3,053.05	.00	219,600.00	
2	10/10/2019	183	\$76,269.83	3,069.83	73,200.00	146,400.00	\$73,200.00
3	04/10/2020	183	\$2,046.55	2,046.55	.00	146,400.00	\$73,200.00
4	10/10/2020	183	\$75,246.55	2,046.55	73,200.00	73,200.00	\$146,400.00
5	04/10/2021	182	\$1,017.68	1,017.68	.00	73,200.00	\$146,400.00
6	10/10/2021	183	\$74,223.28	1,023.28	73,200.00	.00	\$219,600.00
2021	Totals:		231,856.94	12,256.94	219,600.00		
Grand Totals:			231,856.94	12,256.94	219,600.00		

This amortization schedule is provided to you for your convenience. The amortization may include estimates based upon information provided by you. Actual terms of credit offered by us may vary from this amortization schedule. The outstanding balance shown above will vary from your actual outstanding balance owed to the Bank because of the timing of payments.

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

MEETING PACKET

AGENDA ITEM COVER SHEET

ITEM # – 32

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

REQUEST FROM: **KEITH DONNER, DIRECTOR OF PUBLIC WORKS AND UTILITIES**

ITEM DESCRIPTION: **PROFESSIONAL SERVICES CONTRACT WITH MITECH FOR PRELIMINARY STREET DESIGN AND PRELIMINARY R.O.W. PLAT FOR PROPOSED CONNECTING STREETS BETWEEN TRANSPORT WAY AND WESTON AVENUE AND BETWEEN TRANSPORT WAY AND VON KANEL, AND AN ACCESS ROAD PARALELL TO WESTON.**

DATE/MTG: **PROPERTY & INFRASTRUCTURE COMMITTEE, OCTOBER 3, 2016
BOARD OF TRUSTEES, OCTOBER 3, 2016**

POLICY QUESTION: Should the Board of Trustees approve a professional services contract with MiTech of Weston, WI, in the amount of \$24,300 to prepare a preliminary design and preliminary right-of-way plat for proposed connecting streets between Transport Way and Weston Avenue and between Transport Way and Von Kanel, and a frontage road or rear access road for small parcels fronting Weston Avenue.

RECOMMENDATION TO: I make a motion that the Board of Trustees approve a professional services contract with MiTech of Weston, WI, in the amount of \$24,300 to prepare a preliminary design and preliminary right-of-way plat for proposed connecting streets between Transport Way and Weston Avenue and between Transport Way and Von Kanel, and a frontage road or rear access road for small parcels fronting Weston Avenue.

LEGISLATIVE ACTION:

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

FISCAL IMPACT ANALYSIS:

- Budget Line Item: Fund 40 (Tax Increment Finance District #1)
- Budgeted Expenditure: _____
- Budgeted Revenue: _____
-
-

STATUTORY / RULEMAKING / POLICY REFERENCES:

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

PRIOR REVIEW: Proposals received 9/28/16. Review by Roth Professional Solutions and Village staff.

BACKGROUND: The Village has been updating its comprehensive plan over the past 2 years. In addition to required chapters the comprehensive planning effort is including a planned mixed-use development for the southeast quadrant of the STH 29 and CTH X/Camp Phillips Road interchange. A private development firm is working toward land acquisition in the interchange area to coordinate orderly development of a project being referred to as Camp Phillips Centre. There are many inter-related components of the comprehensive plan. Among other parts of the planning process the Village has adopted an official transportation map, an access control ordinance (Chapter 71 of the Weston Municipal Code) and adopted a resolution declaring Weston Avenue to be an arterial street, thereby imposing access restrictions to new development fronting Weston Avenue.

The proposed work is more specific planning aimed at eliminating private access points on the south side of Weston Avenue within the first quarter mile east of Camp Phillips Road (See attached map). The intent is to locate a suitable route for potential public streets that would direct any access for these parcels to a public street at or near the “40” line between Camp Phillips and Von Kanel via a frontage road or rear access road. Additionally, the work will identify a suitable route for an interior street on the 40 acres east of Transport Way. The work will also include preparation of a preliminary right-of-way plat to aid in identifying property acquisition needs. Wetlands on the properties are being identified through a separate effort that is not part of this contract.

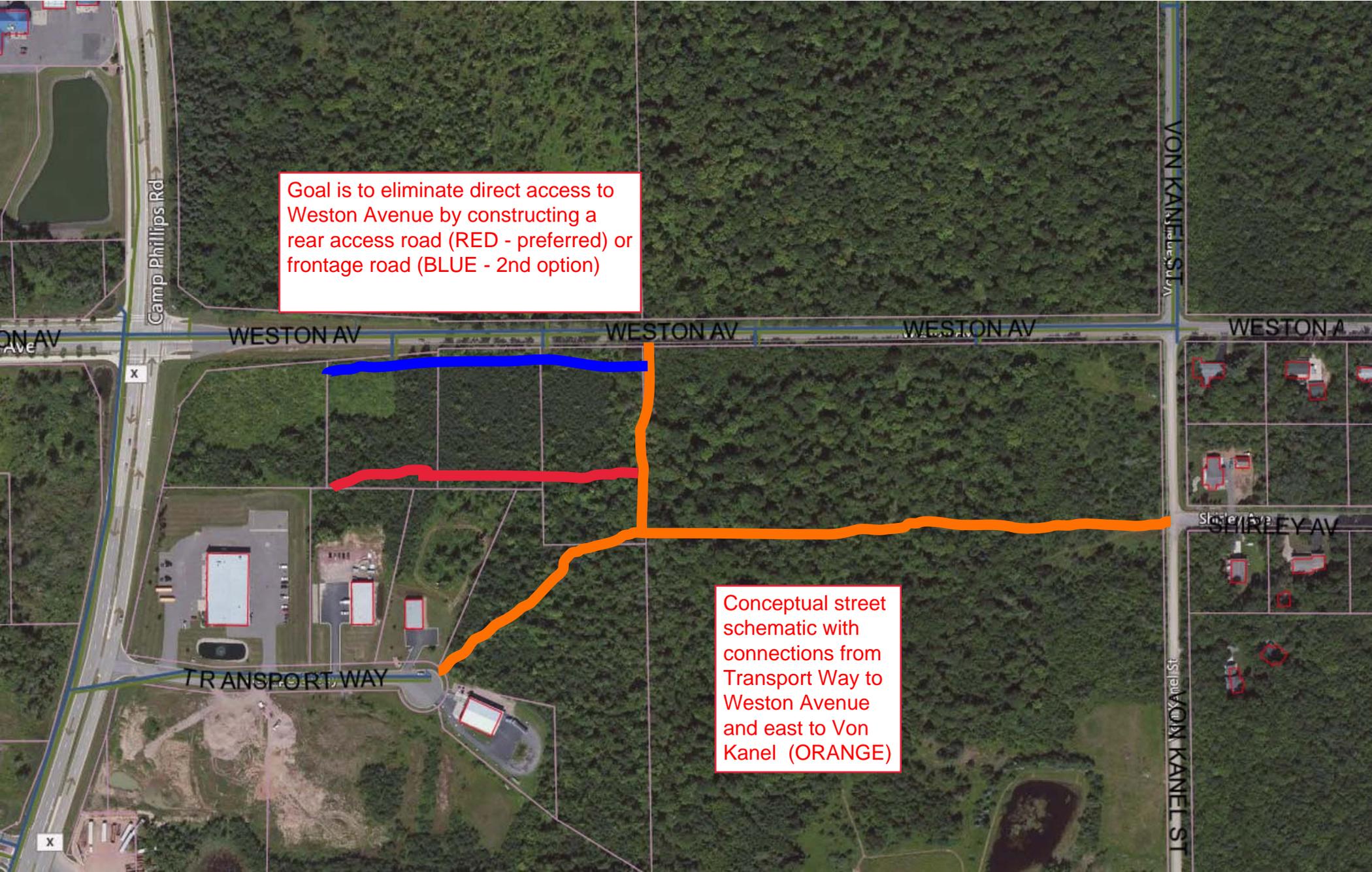
The Village obtained proposals from 3 firms as outlined in the attached review an recommendation letter from Robert Roth of Roth Professional Solutions. The recommendation is to retain MiTech for the work for the lump sum fee of \$24,300.

Copies of the proposal can be viewed through the following link to a “One Drive” folder:

<https://1drv.ms/f/s!AuGB5mKIII-Oi26K-z-x9CAmQSH>

Attachments
Solutions

1. Map of area and conceptual streets; 2. Letter of Recommendation from Roth Professional



Goal is to eliminate direct access to Weston Avenue by constructing a rear access road (RED - preferred) or frontage road (BLUE - 2nd option)

Conceptual street schematic with connections from Transport Way to Weston Avenue and east to Von Kanel (ORANGE)



Weston

Future Street Schematic

RECOMMENDATION

TOPOGRAPHIC SURVEY, PRELIMINARY ENGINEERING DESIGN & PRELIMINARY RIGHT OF WAY PLAT - RFP

For:

VILLAGE OF WESTON

Village of Weston, Marathon County, Wisconsin
5500 Schofield Ave., Weston, WI 54476

PREPARED BY:



RFP RELEASED: SEPTEMBER 20, 2016
PROPOSALS RECEIVED: SEPTEMBER 27, 2016

INCLUDED WITHIN THIS DOCUMENT:

BACKGROUND	PAGE 1
SCOPE OF WORK	PAGE 1
PROPOSAL RESPONSE & EVALUATION	PAGE 1
COST SUMMARY	PAGE 2
RECOMMENDATION	PAGE 2

BACKGROUND

The Village of Weston coordinated a Request for Proposal (RFP) to retain the services of an engineering consulting firm to provide topographic survey, planning, preliminary engineering and right of way plat for three (3) future roadway projects:

Transport Way and Weston Avenue – Street Connection
Transport Way to Von Kanel Street – Street Extension
Weston Avenue – Rear Access or Frontage Road

Respondents were asked to provide qualifications, experience, background thoughts and cost for the work, among other typical proposal items. Three (3) proposals were submitted to the Village. The RFP was released on a tight timeframe, with a due date of September 27. A minor amendment was requested on September 28, to which all firms responded. Proposals were reviewed/evaluated on September 28.

SCOPE OF WORK

The work required of the selected consultant will include data acquisition, coordination, design and platting of the following major street segments (total improvements are approximately 3,100 LF):

1. Transport Way to Von Kanel Street – Street Extension Planning & Layout
2. Transport Way Connection to Weston Avenue – New Street Planning & Layout
3. Weston Avenue – New Rear Access Road or Frontage Road Alternatives, Planning & Layout

The selected consultant will be asked to conduct a full topographic survey of the selected parcels (that have consented to such access). Further, the consultant will analyze and evaluate the subject parcels for access, water and sewer service access and general layout with respect to wetlands and other property conditions. Ultimately, a recommendation for right-of-way platting will be provided by the selected firm.

Work for all streets shall include the following:

- a. Topographic Survey
- b. Title Research and Report
- c. Base Map of All Pertinent Planning Information
- d. Preliminary Geotechnical
- e. Utility Planning and Mapping
- f. Meetings
- g. Preliminary Storm Water Planning
- h. Preliminary Engineering Plans
- i. Preliminary Right-of-Way Plan
- j. Future Proposal for Street Design(s)

PROPOSAL RESPONSE & EVALUATION

The Village individually notified firms with notable experience and qualifications as per Staff's recommendations, including locally represented firms. A total of three (3) firms were notified as follows:

Mi-Tech
Becher Hoppe
MSA

The Village has retained both digital and hard-copies of the three (3) submitted proposals. This information can be reviewed at the Municipal Center office or available via PDF.

All firms provided a solid listing of relevant projects in similar municipal streets and public works aspects. There were very few differences in firm qualifications and experience. However, there were notable differences in the cost of the work.

COST SUMMARY

A summary of proposed cost, along with estimated hours, is provided by the respondent firms as follows:

Mi-Tech	\$24,300	297 hours
Becher Hoppe	\$48,800	473 hours
MSA	\$68,850	740 hours

RECOMMENDATION

It is recommended that **Mi-Tech** be retained for the scope of work involved in this data acquisition, planning and preliminary design effort. This recommendation is based on the following conclusions:

- Completeness of the Proposal in all Areas of Requested Consultation
- Relevant & Current Qualifications and Experience
- Strong Project Experience in Public Works and Similar Projects
- Strong Work History on Street and Utility Projects in the Village of Weston
- The Cost Provided was Complete; Hours Have Been Reviewed and are Deemed Appropriate
- The Cost Provided is Appropriate to the Scope of Work at this Preliminary Stage

All firms have been notified of this recommendation. Provided there is favorable Village action, the selected Consultant will be commissioned to work immediately in 2016 to complete the scope of work objectives regarding data acquisition and assembly. Planning and right-of-way mapping will likely occur in early 2017. Public Works Staff will be the main contacts to coordinate and advance the project.

Respectfully Submitted,



Robert J. Roth, PE (ROTH PROFESSIONAL SOLUTIONS)

Attached: Mi-Tech Submitted Proposal

**VILLAGE OF WESTON, WISCONSIN
OFFICIAL MEETING AGENDA OF THE BOARD OF TRUSTEES**

MEETING PACKET

AGENDA ITEM COVER SHEET

ITEM # – 33

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

REQUEST FROM: **JENNIFER HIGGINS, DIRECTOR OF PLANNING AND DEVELOPMENT**

ITEM DESCRIPTION: **ACKNOWLEDGE PLAN COMMISSION RESOLUTION NO. 2016-016 A RESOLUTION RECOMMENDING ADOPTION OF COMPONENTS OF THE COMPREHENSIVE PLAN OF THE VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN; CONSISTING OF AMENDMENTS TO VOLUME 1—CONDITIONS AND ISSUES, AN UPDATE TO VOLUME 2—VISION AND DIRECTIONS, AND THE BROADBAND TECHNOLOGY PLAN AS PART OF VOLUME 3—SUPPLEMENTAL PLANS.**

DATE/MTG: **BOARD OF TRUSTEES, OCTOBER 3, 2016**

POLICY QUESTION: Should the Village Board acknowledge Resolution No. 2016-016?

RECOMMENDATION TO: I make a motion to acknowledge Plan Commission Resolution No. 2016-016.

LEGISLATIVE ACTION:

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

FISCAL IMPACT ANALYSIS:

- Budget Line Item: _____
- Budget Line Item: _____
- Budgeted Expenditure: _____
- Budgeted Revenue: _____
-
-

STATUTORY / RULEMAKING / POLICY REFERENCES:

- WI Statute: Wis. Stat. §66.1001 (4)
- WI Administrative Code: _____
- Case Law / Legal: _____
- Municipal Code: Section 94.16.14
- Municipal Rules: _____
-
-

PRIOR REVIEW: **Public Hearing at 9/21/16 Joint Board of Trustees and Plan Commission Meeting**

BACKGROUND:

The Village Comprehensive Plan is intended to be a guide for future growth and enhancement of the entire Village over the next 10-20 years. It provides a vision and directions for land use, economic development, transportation etc. When adopted it will provide a complete update and replacement of the Village's 2006 Comprehensive Plan. The Village's new Comp Plan has been divided into 3 Volumes. Volume 1: Conditions and Issues, provides current conditions, trends and projections. Volume 2 Vision and Directions, provides the vision, goals, objectives, policies and future initiatives of the Village. It also covers the State Statute required 9 Plan Elements. Volume 3: Supplemental Plans, extends beyond the required elements,

but still advance community. They include the Broadband Chapter, approved 4/5/15, which will be reapproved as part of this final adoption process and also include future Plans completed by the Village such as the Camp Phillips Corridor Plan, Park Master Plans, TID 1 and 2 Project/Redevelopment Plans. These future Plans will be adopted by the PC and Board at a later date through the Comp Plan Approval Process.

After a three-year planning process, which involved public and outside agency input, the Plan Commission has fully vetted the new Comprehensive Plan and following a public comment period required by state statute and the required public hearing, held on 9/21/16, held jointly with the Village Board, the PC adopted Resolution No. 2016-016 and hereby recommend the Board adopt the proposed Comprehensive Plan by Ordinance at their meeting on 10/3/16.

Attachments?



VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN

RESOLUTION NO. 2016-016

A RESOLUTION RECOMMENDING ADOPTION OF COMPONENTS OF THE COMPREHENSIVE PLAN OF THE VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN; CONSISTING OF AMENDMENTS TO VOLUME 1—CONDITIONS AND ISSUES, AN UPDATE TO VOLUME 2—VISION AND DIRECTIONS, AND THE BROADBAND TECHNOLOGY PLAN AS PART OF VOLUME 3—SUPPLEMENTAL PLANS

WHEREAS, pursuant to §§61.35 and 62.23(2) and (3) of the Wisconsin Statutes, the Village of Weston is authorized to prepare and adopt a comprehensive plan as defined in §§66.1001(1)(a) and 66.1001(2) of the Wisconsin Statutes; and

WHEREAS, the Village adopted its last complete comprehensive plan in 2006, and said plan has since been in effect as amended from time to time, including amendments in 2015 to Parks and Recreation, Land Use, Broadband Technology, and Conditions and Issues volume components; and

WHEREAS, §§66.1001(2)(i) of Statutes requires that a comprehensive plan be updated no less than once every 10 years; and

WHEREAS, in 2013, the Village began a public process to completely update its comprehensive plan, guided by a public participation strategy and procedures adopted by the Village Board on May 6, 2013, via Resolution VW-13-01 and November 9, 2015, via Resolution 2015-034; and

WHEREAS, the Village has divided the updated comprehensive plan into three volumes, titled Volume 1—Conditions and Issues, Volume 2—Vision and Directions, and Volume 3—Supplemental Plans; and

WHEREAS, following a Plan Commission recommendation, on March 4, 2015, the Village Board adopted Volume 1—Conditions and Issues as a component of the Village’s comprehensive plan, but the passage of time and a “second look” since then has resulted in the need for minor amendments to that volume; and

WHEREAS, also following a Plan Commission recommendation, the Village Board in 2015 adopted two elements (chapters) of Volume 2—Vision and Directions, but the Commission has yet to recommend and the Board has yet to adopt the full Volume 2, and those two chapters included therein require amendments; and

WHEREAS, it is envisioned that Volume 3—Supplemental Plans will be populated with a number of Village plans once prepared, and the initial plan ripe for incorporation into Volume 3 is the Broadband Technology Plan; and

WHEREAS, the Village Board and Plan Commission held a joint public hearing and input session on the afore mentioned volumes and comprehensive plan update on September 21, 2016 in compliance with the requirements of §66.1001(4)(d) of Statutes; and

WHEREAS, the Plan Commission has considered public comments and the recommendations of

WHEREAS, the Plan Commission has considered public comments and the recommendations of Village staff, and has determined to recommend Board approval of the afore mentioned volumes and comprehensive plan update.

NOW THEREFORE BE IT RESOLVED, the Plan Commission of the Village of Weston hereby recommends that the Village Board adopt an ordinance to constitute official Village approval of the following documents as the Village's comprehensive plan, replacing the Village's 2006 comprehensive plan and all amendments thereto:

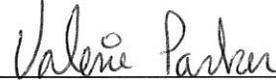
1. Volume 1—Conditions and Issues, dated August 25, 2016.
2. Volume 2—Vision and Directions, dated September 7, 2016.
3. Volume 3—Supplemental Plans
 - a. Broadband Technology Plan, dated August 21, 2016.

ADOPTED BY THE PLAN COMMISSION OF THE VILLAGE OF WESTON, at a special meeting thereof, this 21st day of the month of September, 2016.

VILLAGE OF WESTON, a Municipal Corporation of the State of Wisconsin.

By: 
LOREN WHITE, Plan Commission Chair

ATTEST:

By: 
VALERIE PARKER, Plan Commission Secretary

**VILLAGE OF WESTON, WISCONSIN
OFFICIAL MEETING AGENDA OF THE BOARD OF TRUSTEES**

MEETING PACKET

AGENDA ITEM COVER SHEET

ITEM # – 34

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

REQUEST FROM: JENNIFER HIGGINS, DIRECTOR OF PLANNING AND DEVELOPMENT

ITEM DESCRIPTION: **ORDINANCE NO. 16-042 AN ORDINANCE TO ADOPT COMPONENTS OF THE VILLAGE'S COMPREHENSIVE PLAN; CONSISTING OF AMENDMENTS TO VOLUME 1—CONDITIONS AND ISSUES, AN UPDATE TO VOLUME 2—VISION AND DIRECTIONS, AND A BROADBAND TECHNOLOGY PLAN AS PART OF VOLUME 3.**

DATE/MTG: BOARD OF TRUSTEES, OCTOBER 3, 2016

POLICY QUESTION: Should the Village Board adopt the proposed documents as a replacement to the 2006 Comprehensive Plan?

RECOMMENDATION TO: I make a motion to approve Ordinance No. 16-042.

LEGISLATIVE ACTION:

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

FISCAL IMPACT ANALYSIS:

- | | |
|--|------|
| <input type="checkbox"/> Budget Line Item: | None |
| <input type="checkbox"/> Budget Line Item: | None |
| <input type="checkbox"/> Budgeted Expenditure: | None |
| <input type="checkbox"/> Budgeted Revenue: | None |
-

STATUTORY / RULEMAKING / POLICY REFERENCES:

- | | |
|---|-------------------------|
| <input type="checkbox"/> WI Statute: | Wis. Stat. §66.1001 (4) |
| <input type="checkbox"/> WI Administrative Code: | |
| <input type="checkbox"/> Case Law / Legal: | |
| <input checked="" type="checkbox"/> Municipal Code: | Sec. 94.16.14 |
| <input type="checkbox"/> Municipal Rules: | |
-

PRIOR REVIEW: Public Hearing at 9/21/16 Joint Board of Trustees and Plan Commission Meeting

BACKGROUND:

The Village Comprehensive Plan is intended to be a guide for future growth and enhancement of the entire Village over the next 10-20 years. It provides a vision and directions for land use, economic development, transportation etc. When adopted it will provide a complete update and replacement of the Village's 2006 Comprehensive Plan. The Village's new Comp Plan has been divided into 3 Volumes. Volume 1: Conditions and Issues, provides current conditions, trends and projections. Volume 2 Vision and Directions, provides the vision, goals, objectives, policies and future initiatives of the Village. It also covers the State Statute required 9 Plan Elements. Volume 3: Supplemental Plans, extends beyond the required elements, but still advance community. They include the Broadband Chapter, approved 4/5/15, which will be

reapproved as part of this final adoption process and also include future Plans completed by the Village such as the Camp Phillips Corridor Plan, Park Master Plans, TID 1 and 2 Project/Redevelopment Plans. These future Plans will be adopted by the PC and Board at a later date through the Comp Plan Approval Process.

After a three-year planning process, which involved public and outside agency input, the Plan Commission has fully vetted the new Comprehensive Plan and following a public comment period required by state statute and the required public hearing, held on 9/21/16, held jointly with the Village Board, the PC adopted Resolution No. 2016-016, also on tonight's agenda for acknowledgement, and through this document, they hereby recommend the Board adopt the proposed Comprehensive Plan through the attached Ordinance No. 16-042. Please note, the adoption of this ordinance also adopts Chapter 9 of the Issues and Conditions Volume and Chapter 7 of the Vision and Directions Volume as the new CORP for the Village.

Attachments – Ordinance No. 16-042



Proposal: Ordinance No. 16-042 An Ordinance to Adopt Components of the Village’s Comprehensive Plan; consisting of amendments to Volume 1—Conditions and Issues, an update to Volume 2—Vision and Directions, and a Broadband Technology Plan as part of Volume 3.
Proposed By: Jennifer Higgins, Director of Planning & Development
Committee Action: The Parks and Recreation components were reviewed and recommended by Park and Recreation Committee on 9/26/16. The Plan Commission recommended approval of all components by adopting Resolution No. 2016-016 on 9/21/2016.
Prior Consideration: This ordinance was the result of discussions held at a joint hearing of the Plan Commission and Village Board on 9/21/16.
Recommendation: Plan Commission recommends approval 5-0.

VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN

ORDINANCE NO. 16-042

AN ORDINANCE TO ADOPT COMPONENTS OF THE COMPREHENSIVE PLAN OF THE VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN; CONSISTING OF AMENDMENTS TO VOLUME 1—CONDITIONS AND ISSUES, AN UPDATE TO VOLUME 2—VISION AND DIRECTIONS, AND A BROADBAND TECHNOLOGY PLAN AS PART OF VOLUME 3—SUPPLEMENTAL PLANS.

WHEREAS, pursuant to §§61.35 and 62.23(2) and (3) of the Wisconsin Statutes, the Village of Weston is authorized to prepare and adopt a comprehensive plan as defined in §§66.1001(1)(a) and 66.1001(2) of the Wisconsin Statutes; and

WHEREAS, the Village Board adopted its last complete comprehensive plan in 2006, and said plan has since been in effect as amended from time to time, including amendments in 2015 to Parks and Recreation, Land Use, Broadband Technology, and Conditions and Issues volume components; and

WHEREAS, §§66.1001(2)(i) of Statutes requires that a comprehensive plan be updated no less than once every 10 years; and

WHEREAS, in 2013, the Village began a public process to completely update its comprehensive plan, guided by a public participation strategy and procedures adopted by the Village Board on May 6, 2013, via Resolution VW-13-01 and November 9, 2015, via Resolution 2015-034; and

WHEREAS, the Village has divided the updated comprehensive plan into three volumes, titled Volume 1—Conditions and Issues, Volume 2—Vision and Directions, and Volume 3—Supplemental Plans; and

WHEREAS, on March 4, 2015, the Village Board adopted Volume 1—Conditions and Issues as a component of the Village’s comprehensive plan, but the passage of time and a “second look” since then has resulted in the need for minor amendments to that volume; and

WHEREAS, while the Village Board in 2015 adopted two elements (chapters) of Volume 2—Vision and Directions, the Board has yet to adopt the full Volume 2, and those two chapters included therein require certain amendments; and

WHEREAS, it is envisioned that Volume 3—Supplemental Plans will be populated with a number of Village plans once prepared, and the initial plan ripe for incorporation into Volume 3 is the Broadband Technology Plan; and

WHEREAS, the Village Board and Plan Commission held a joint public hearing and input session on the afore mentioned volumes and comprehensive plan update on September 21, 2016 in compliance with the requirements of §66.1001(4)(d) of Statutes; and

WHEREAS, the Village intends for *Chapter 9: Parks and Recreation of the Conditions and Issues* Volume of the Plan and *Chapter 7 Parks and Recreation of the Vision and Directions* Volume of the Plan to serve as the Comprehensive Outdoor Recreation Plan (CORP) for the Village at its adoption replacing the previous CORP document adopted on January 10, 2015;

WHEREAS, on September 26, the Village Parks and Recreation Committee made a recommendation to approve *Chapter 9: Parks and Recreation of the Conditions and Issues* Volume of the Plan and *Chapter 7 Parks and Recreation of the Vision and Directions* Volume of the Plan as the new CORP for the Village;

WHEREAS, on September 21, 2016, the Commission approved Plan Commission Resolution 2016-016, which recommended that the Village Board amend Volume 1, adopt Volume 2, and adopt the Broadband Technology Plan chapters of Volume 3; and

WHEREAS, the Village Board has considered the public comments made and the recommendations of the Commission, other Village committees, and staff, and has determined to approve the afore mentioned volumes and comprehensive plan update.

NOW, THEREFORE, the Village Board of Weston, Wisconsin, does ordain that the following documents are hereby adopted as the Village’s comprehensive plan, replacing the Village’s 2006 comprehensive plan and all amendments thereto:

1. [Volume 1—Conditions and Issues, dated August 25, 2016.](#)
2. [Volume 2—Vision and Directions, dated September 7, 2016.](#)
3. Volume 3—Supplemental Plans
 - a. [Broadband Technology Plan, dated August 21, 2016.](#)

BE IT FURTHER RESOLVED that the Planning and Development Director is authorized to complete non-substantive organizational and formatting adjustments to the adopted volumes and plan components before such volumes and plan components are considered final.

This Ordinance shall take effect and be in full force and effect from and after its passage and publication or posting as required by law.

Adopted at a regular Village Board meeting this 3rd day of October, 2016.

VILLAGE BOARD OF WESTON

By: _____
Barbara Ermeling, President

Attest: _____
Sherry Weinkauff, Village Clerk

APPROVED: _____

PUBLISHED: _____

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

MEETING PACKET

AGENDA ITEM COVER SHEET

ITEM # – 35

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

REQUEST FROM: **JENNIFER HIGGINS, DIRECTOR OF PLANNING & DEVELOPMENT
VALERIE PARKER, PLANNING TECHNICIAN**

ITEM DESCRIPTION: **2017 RECYCLING GRANT APPLICATION SUBMITTAL**

DATE/MTG: **VILLAGE BOARD; MONDAY, OCTOBER 3, 2016**

POLICY QUESTION: Should the Board of Trustee consider the Director of Planning & Development's recommendation that the Village Board of Trustees acknowledge the 2017 Recycling Grant Application, submitted on September 22, 2016?

RECOMMENDATION TO: (I make a motion to. . .) acknowledge the submitted 2017 Recycling Grant Application.

LEGISLATIVE ACTION:

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

FISCAL IMPACT ANALYSIS:

- | | |
|---|--|
| <input checked="" type="checkbox"/> Budget Line Item: | 18-00-43545-000-000 |
| <input type="checkbox"/> Budget Line Item: | _____ |
| <input type="checkbox"/> Budgeted Expenditure: | _____ |
| <input checked="" type="checkbox"/> Budgeted Revenue: | Overall grant award total for 2016 was \$74,783.16 (2016 is not determined yet). |
-

STATUTORY / RULEMAKING / POLICY REFERENCES:

- | | |
|---|-------------|
| <input checked="" type="checkbox"/> WI Statute: | Chapter 287 |
| <input checked="" type="checkbox"/> WI Administrative Code: | NR 544 |
| <input type="checkbox"/> Case Law / Legal: | _____ |
| <input checked="" type="checkbox"/> Municipal Code: | Chapter 66 |
| <input type="checkbox"/> Municipal Rules: | _____ |
-

PRIOR REVIEW: Reviewed by the following Departments: Public Works, Finance, and Planning & Development

BACKGROUND:

In order to be eligible for recycling grants, the annual recycling grant application must be submitted to the WI DNR each year by October 1st, estimating our future recycling program costs for the coming year. Valerie Parker, with the help of Michael Wodalski, PE, Deputy Public Works Director, John Jacobs, Finance Director, Donna Stroik, Deputy Finance Director, and Jenna Trittin, Finance Support Specialist, has completed the 2017 Recycling Grant application and it was submitted to the State on Thursday, September 22, 2016.

- Supplemental Briefer for Agenda Items under Consideration?
 Attachments?
-

Report Status: Submitted
Submit By Date: October 3, 2016

State of Wisconsin
Department of Natural Resources

State of Wisconsin
Department of Natural Resources
Bureau of Community Financial Assistance CF/2
P.O. Box 7921, Madison, WI 53707-7921

**2017 RECYCLING GRANT TO RESPONSIBLE
UNITS APPLICATION ONLINE FORM**

Form 8700-2220 Rev. 7-16

NOTICE: This form is authorized by Chapter 287, Wis. Stats., and Chapter NR 542, Wis. Adm. Code. To be eligible to receive a grant, completion of this form is mandatory. Failure to submit the completed form to the department by October 1, 2016 will result in denial or reduction of grant funds for 2017. Personally identifiable information on this form is intended to be used by the Department for recycling program purposes, but may be made available to requesters as required by Wisconsin's Open Records law [ss.19.31-19.39, Wis. Stats.]

Responsible Unit (RU)	Municipal Code	County
Village of Weston	37192	Marathon

SECTION 1: CONTACT INFORMATION

A. Authorized Representative

The DNR central office has your authorizing resolution on file. According to our records, your authorizing resolution names the position of FINANCE DIR/TREAS as your authorizing representative.

Name: Jacobs, John
Title: Finance Dir/Treas
Address: 5500 Schofield Ave
Weston, WI 54476-4333
Telephone: 715-241-2605 **Alt Telephone:**
Fax: **Best Way to Contact:**
Email: jjacobs@westonwi.gov

B. Primary Contact

Name: Higgins, Jennifer
Title: Planning & Development Director
Address: 5500 Schofield Ave
Weston, WI 54476-4333
Telephone: 715-241-2638 **Alt Telephone:**
Fax: **Best Way to Contact:**
Email: jhiggins@westonwi.gov

SECTION 2: RU PROGRAM INFORMATION

A. Multiple Municipality Information

Responsible Unit (RU)	Muni Code	County	Join By	Join Date
WESTON TOWN OF	37082	Marathon	By Contract	9/23/1996
WESTON VILLAGE OF	37192	Marathon	By Contract	9/23/1996

B. Cooperative Agreement Information

Cooperative Agreements

9/7/2016

Elements of the Cooperative Agreement

Performing comprehensive program planning.

Collecting and transporting recyclable materials.

Sorting recyclable materials at a material recovery facility.

Developing and distributing educational materials relating to waste reduction, reuse, and recycling.

Carrying out a program of technical assistance to businesses and owners and occupants of multifamily dwellings to increase the availability and convenience of recycling.

EASTON TOWN OF, JOHNSON TOWN OF, KRONENWETTER VILLAGE OF, MOSINEE CITY OF, SCHOFIELD CITY OF, HATLEY VILLAGE OF, PLOVER TOWN OF, RIB MOUNTAIN TOWN OF, HALSEY TOWN OF

SECTION 3: ELIGIBLE PROGRAM COSTS AND ESTIMATED COLLECTION TONNAGE

The following is a summary of your program costs as indicated on Costs Worksheet

Tons of recyclables to be collected in 2017:	1,347.00
Total costs of recycling program (Worksheet Line 18, Column E)	\$363,128
Total ineligible costs and revenue (Worksheet Line 21, Column E)	\$192
Total eligible recycling costs (Worksheet Line 22, Column E)	\$362,936

NOTICE: Net eligible recycling and yard waste costs must not include the cost of collection, processing or marketing of recyclables from commercial, retail, industrial, or governmental facilities, or from buildings containing five or more dwelling units.

SECTION 4: CERTIFICATION

Municipality Name: Village of Weston**Muni Code:** 37192**Mail to:**
Kari Beetham
Department of Natural Resources
Bureau of Community Financial Assistance - CF/2
P.O. Box 7921
Madison, WI 53707

NOTE: It is still mandatory that this page is printed, signed by your responsible unit's authorized representative, dated, and mailed to the address above even if you are applying on-line.

Recycling Consolidation Grant Eligibility Summary

Based on the information on file at the DNR and the information you have provided you meet the following eligibility requirements for a Recycling Consolidation grant:

- You have entered into a cooperative agreement with one or more other responsible units for the joint provision of at least one element of an effective recycling program.

Assurances

I hereby acknowledge that an Annual Report of Recycling Program Accomplishments and Actual Costs for 2016 will be due by April 30, 2017 and that failure to submit this report could cause my 2017 grant to be delayed and/or withheld. Yes

I hereby certify that as part of my Effective Recycling Program I understand I am obligated to notify the DNR about any changes to my program contact and/or authorizing resolution information. Yes

I hereby certify that to the best of my knowledge, the information contained in this application and application attachments is correct and true. I understand and agree that any grant monies awarded as a result of this application shall be used in compliance with ch. 287, Wis. Stats., and chs. NR 542 and NR 544, Wis. Adm. Code. Yes

Name of Authorized Representative	Signature of Authorized Representative	Date Submitted
John Jacobs		09/22/2016

Prepared by: Valerie Parker**Submitted By:** Valerie Parker**Confirmation #:** 145068-S-
20160922:151712

**State of Wisconsin
Department of Natural Resources**

2017 Estimated Budget Spreadsheet

Form 8700-GA (Rev. 2-10)

RU: WESTON VILLAGE OF

County: Marathon

Muni Code: 37192

Recycling Expenditures UCA #53635 (including yard waste)	A Education	B Collection Curbside &/or Drop-off	C Processing & Marketing	D Compliance Enforcement	E Estimated Total Costs
1. 53635-100 Salaries/Wages & Employee Benefits		\$49,649		\$34,929	\$84,578
2. 53635-210 Consulting & Professional Services					
3. 53635-220 Utility Services					
4. 53635-240 Purchased Repairs & Maintenance		\$5,000			\$5,000
5. 53635-290 Purchased Services Printing & Advertising	\$5,000	\$750		\$150	\$5,900
6. 53635-290 Purchased Services Other(contractual svcs)	\$2,000	\$130,600			\$132,600
7. 53635-310 Office Supplies	\$2,000			\$750	\$2,750
8. 53635-320 Subscriptions & Dues	\$200				\$200
9. 53635-330 Employee Travel & Training					
10. 53635-340 Operating Supplies & Expenses	\$150	\$250			\$400
11. 53635-350 Repair & Maintenance Supplies		\$15,000			\$15,000
12. 53635-510 Insurance					
13. 53635-530 Rents & Leases					
14. 53635-540 Depreciation					
15. 53635-540 Hourly Equipment Use Charges					\$116,700
16. 53635-900 Cost Allocations					
17. Other -900 Cost Allocations Other (not #53635)					
18. Total Recycling Costs	\$9,350	\$201,249		\$35,829	\$363,128
Ineligible Costs and Revenues					
19. Costs - Recycling of banned items s. 287.07(1m), Wis. Stats. (Batteries, Major Appliances and Oil)					\$192
20. Revenue - Sale of Recyclables					
21. Total Ineligible Costs & Revenues (total of lines 19 and 20)					\$192
22. Total Eligible Costs & Revenues (total of line 18 minus line 21)					\$362,936.00

**VILLAGE OF WESTON, WISCONSIN
OFFICIAL MEETING AGENDA OF THE BOARD OF TRUSTEES**

MEETING PACKET

AGENDA ITEM COVER SHEET

ITEM # – 36

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

REQUEST FROM: **MICHAEL WODALSKI; DEPUTY DIRECTOR OF PUBLIC WORKS**

ITEM DESCRIPTION: **RECOMMENDATION TO PURCHASE A SEWER AND WATER UTILITY VAN**

DATE/MTG: **PROPERTY & INFRASTRUCTURE COMMITTEE; MONDAY, OCTOBER 3, 2016**
VILLAGE BOARD OF TRUSTEES MEETING; MONDAY, OCTOBER 3, 2016

POLICY QUESTION: Should the Property and Infrastructure Committee Recommend/Village Board approve the purchase of a replacement utility van from Scaffidi Motors for a total price of \$32,319.50?

RECOMMENDATION TO: I make a motion to approve/recommend the purchase of a replacement utility van from Scaffidi Motors for a total price of \$32,319.50.

LEGISLATIVE ACTION:

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

FISCAL IMPACT ANALYSIS:

- Budget Line Item: Capital Improvement Fund
- Budget Line Item: _____
- Budgeted Expenditure: 2017 Purchase of \$28,000 for utility van
- Budgeted Revenue: _____
-

STATUTORY / RULEMAKING / POLICY REFERENCES:

- WI Statute: 61.54: Public Works Bidding is not required for equipment, but the Village did seek out and received competitive quotes.
- WI Administrative Code: _____
- Case Law / Legal: _____
- Municipal Code: _____
- Municipal Rules: _____
-

PRIOR REVIEW:

Capital Equipment Plan for 2016-2020 has been approved previously by the Property & Infrastructure Committee and Finance Committee which included the purchase of this utility van for 2017.

BACKGROUND:

The Village has had a 5 year rotation of utility vans which has proven to be beneficial in providing staff with reliable vehicles as well as producing optimum trade-in/resale value of the vehicles. The van being replaced is part of the 5-year cycle.

Supplemental Briefer for Agenda Items under Consideration?

Attachments

Capital Equipment Plan

Village of Weston Wisconsin
VILLAGE BOARD BRIEFER
Michael Wodalski; Deputy Director of Public Works

Date: Monday, October 3, 2016

Re: Purchase a replacement utility van

1. Policy Question:

Should the Property and Infrastructure Committee Recommend/Village Board approve the purchase of a replacement utility van from Scaffidi Motors for \$32,319.50?

2. Purpose:

The purpose is to replace a 2010 Ford cargo van which is used as a mobile office for utility staff performing tasks primarily for the sewer and water utility.

3. Background:

The Village has established a fleet replacement plan and has been following the plan since 2014. As part of the plan a replacement utility van was scheduled to be replaced in 2017.

In August/September, the Village sought quotes for a replacement vehicle. Staff looked at utility vans as well as pickup trucks with a utility package to include toolboxes and a topper in the truck bed.

The vehicle quotes came in at:

Dealer	Total Price
Fred Mueller – 2016 GMC Sierra 2500HD 2WD	\$35,195.00
Fred Mueller – 2017 GMC Savana Cargo Van RWD	\$29,820.00
Scaffidi – 2017 Ford Transit-150 Medium Roof Van	\$32,319.50
Scaffidi – 2017 Ford F250 XL 4WD	\$35,003.50
Scaffidi – 2017 Ford F250 XL 2WD	\$32,792.50

The recommendation is to purchase the 2017 Ford Transit-150 Medium Roof Cargo Van from Scaffidi Motors. The staff recommendation for the Ford Transit is based off of storage capacity as well as accessibility within the vehicle to access various tools.

4. Issue Analysis:

In comparing the various vehicles, staff felt that staying with a van instead of a truck allowed for better use of the vehicle. In addition, the Ford has a taller ceiling which will allow for more cargo as well as make maneuverability inside the vehicle easier for staff.

5. Fiscal Impact:

The vehicle was included in the replacement schedule. At this time, it has not been determined whether the van will be traded-in or sold. The sewer and water utility have adequate reserves to purchase the vehicle at this time.

6. Statutory Reference:

Wis. Stat. §61.54 describes the requirements for public works bidding, in which equipment purchases are not required to be. However, staff does seek competitive quotes and then recommends purchase of equipment based off of price, quality of construction, ease of operation and maintenance, etc.

7. Prior Review:

- Equipment plan is approved annually.
- PIC and Finance both approved the revised equipment plan earlier this summer.

8. Attachments:

- Previous information regarding the 2016-2020 Capital Purchases

9. Policy Choices:

- 1) Recommend/Approve the purchase of the van per staff recommendation.
- 2) Not recommend/approve the purchase of the van per staff recommendation.
- 3) Recommend/Approve that staff look at other options for the van.

10. Recommendation:

I recommend approval/approve the purchase of utility van per staff's recommendation for a price of \$32,319.50.

11. Legislative Action:

I move to recommend approval/approve the purchase of the utility van per staff's recommendation for a price of \$32,319.50.

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

REQUEST FROM: MICHAEL WODALSKI; DEPUTY DIRECTOR OF PUBLIC WORKS

ITEM DESCRIPTION: UPDATE ON VILLAGE FLEET REPLACEMENT SCHEDULE (2016 – 2020)

DATE/MTG: FINANCE COMMITTEE; WEDNESDAY, JULY 27, 2016

POLICY QUESTION: Should the Finance Committee acknowledge the fleet replacement schedule from 2016 – 2020 and recommend that staff move forward with purchases for 2017 based on the proposed replacement schedule?

RECOMMENDATION TO: I make a motion to acknowledge the 2016 – 2020 fleet replacement schedule and recommend that staff move forward with purchases for 2017.

LEGISLATIVE ACTION:

- Checkboxes for Acknowledge/Approve, Administrative Order, Expenditure, Ordinance, Policy, Procedure, Proclamation, Reports, Resolution.

FISCAL IMPACT ANALYSIS:

- Checkboxes for Budget Line Item, Budgeted Expenditure, Budgeted Revenue with associated text and lines.

STATUTORY / RULEMAKING / POLICY REFERENCES:

- Checkboxes for WI Statute, WI Administrative Code, Case Law / Legal, Municipal Code, Municipal Rules with associated text and lines.

PRIOR REVIEW:

The Fleet Replacement plan is a living plan that adjusts annually as needs are reassessed and then presented regularly for agreement.

BACKGROUND:

The Capital Equipment Plan was created initially in 2014 and has been implemented for several years now. As this is a living document, staff has looked at the proposed schedule and realized that an effort needs to be made to replace our existing vacuum truck sooner rather than later.

Supplemental Briefer for Agenda Items under Consideration?

Attachments

Updated 2016-2020 Fleet Plan with annual cash flows; August 2015 Fleet Plan

Village of Weston Wisconsin
FINANCE COMMITTEE BRIEFER
Michael Wodalski; Deputy Director of Public Works

Date: Wednesday, July 27, 2016

Re: Update on Village Fleet Replacement Schedule (2016 – 2020)

1. Policy Question:

Should the Finance Committee acknowledge the revised 2016-2020 Village Fleet Replacement Schedule and recommend that staff move forward with purchases for 2017 based on the proposed replacement schedule?

2. Purpose:

The purpose is to acknowledge the modified fleet replacement plan for the Village of Weston from 2016 to 2020. With the acknowledgement and recommendation to approve the plan, staff can then move forward with obtaining quotes for the various pieces of equipment knowing that there is support by the Committee and the Board to make those purchases.

3. Background:

In 2014 the Fleet Replacement Schedule was initially approved and adopted as part of the Village of Weston's fy2015 budget. Since then, subsequent updates have been made based on refined equipment costs as well as various changes in operational needs.

4. Issue Analysis:

The main change that is being made is to accommodate a combination truck that would function as a snow plow in winter, leaf/material vacuum truck in spring/fall and a dump truck in the summer. This effort is being made in a large part to some of the deficiencies that are experienced with our current leaf truck and mainly the age of that truck and the maintenance required. However, it did not seem prudent to purchase a new chassis for a vehicle that is only utilized 2-3 months out of the year. Thus, by utilizing a hook lift system, various body attachments can be interchanged to provide multiple functions on the same chassis.

The City of Wausau and various contractors throughout the area have this technology on their trucks. You might be most familiar with these functions as roll-offs you'd order from a garbage company for a roofing project. They drop off a container, which essentially is a box of a dump truck and then once it is full it is picked up. We'd be doing the same thing, except instead of a garbage dumpster that is being dropped off or picked up it would be a V-box and spreader for salting operations, or a leaf vacuum for material collection, etc.

In addition to the combination truck, items such as the grader have been bumped back a year in an effort to better smooth out the equipment costs moving forward.

5. Fiscal Impact:

The main cost difference with the new schedule is the additional cost of the combination truck. However, since this truck will be utilized for spring and fall pick up, a portion of the cost is recommended to be covered by the Refuse and Recycling Fund. As such, the actual change to the Capital Improvements Fund is

Summer 2016 Update

fairly minor moving forward. The table below shows the expected fiscal year costs moving forward under the revised plan versus what the plan was at the end of 2015.

Capital Improvement Fund Yearly Cost Comparison With Summer 2016 Revisions			
Fiscal Year	End of 2015 Estimate	Updated June 2016 Estimate	Difference (Current Estimate – End of 2015)
2016	\$ 476,619.13	\$ 469,164.25	-\$ 7,454.88
2017	\$ 598,750.13	\$ 597,105.58	-\$ 1,644.55
2018	\$ 705,351.11	\$ 714,445.56	\$ 9,094.45
2019	\$ 686,164.40	\$ 605,519.85	-\$ 80,644.55
2020	\$ 600,021.80	\$ 596,355.13	-\$ 3,666.67

*Note: above costs include estimates from SAFER from end of 2015 and those numbers have not been changed.

The total difference then over the next 5 years is a decrease in estimated equipment costs of \$84,316.20. There are not any projected changes for the remainder of 2016, but as we begin to spec and order equipment for 2017 staff would like to gain confirmation from elected officials that the proposed changes are appropriate and should be followed.

6. Statutory Reference:

Wis. Stat. § 61.54 describes the requirements for public works bidding, in which equipment purchases are not required to be. However, staff does seek competitive quotes and then recommends purchase of equipment based off of price, quality of construction, ease of operation, etc.

7. Prior Review:

- 6/6/2016: PIC reviewed and recommended that the updated plan be forwarded to the Board
- The equipment replacement plan was presented last August and was included in the fy2016 budget.

8. Attachments:

- Revised 2016 – 2020 cash flows showing changes made

9. Policy Choices:

- 1) Acknowledge the revised 2016 – 2020 fleet replacement schedule and recommend Board approval.
- 2) Do not acknowledge the revised 2016 – 2020 fleet replacement schedule and do not recommend Board approval.

10. Recommendation:

I acknowledge the revised 2016 – 2020 fleet replacement schedule and recommend the Board approve the plan so staff can move forward with fy2017 purchases.

11. Legislative Action:

I move to acknowledge the revised 2016 – 2020 fleet replacement schedule and recommend the Board approve the plan so staff can move forward with fy2017 purchases.

Summer 2016 Update

	Funding Source	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Total
FY2014 Purchases	Capital Equipment	\$ 75,133.85	\$ 57,836.22	\$ 57,836.22	\$ 57,836.22	\$ 41,678.20							\$ 290,320.71
	SAFER												\$ -
FY 2015 Purchases	Capital Equipment		\$ (7,163.51)	\$ 103,159.52	\$ 103,159.52	\$ 103,159.52	\$ 103,159.52	\$ 27,020.80					\$ 432,495.37
	SAFER		\$ 141,839.00										\$ 141,839.00
FY 2016 Purchases	Capital Equipment			\$ 129,900.51	\$ 89,988.51	\$ 89,988.51	\$ 40,000.00	\$ 40,000.00					\$ 389,877.53
	SAFER			\$ 178,268.00	\$ 106,983.00	\$ 106,983.00	\$ 73,199.00	\$ 73,199.00	\$ 73,199.00				\$ 611,831.00
FY 2017 Purchases	Capital Equipment				\$ 72,333.33	\$ 88,333.33	\$ 88,333.33	\$ 48,333.33	\$ 48,333.33				\$ 345,666.67
	SAFER				\$ 166,805.00	\$ 155,654.00	\$ 91,465.00	\$ 67,568.00					\$ 481,492.00
FY 2018 Purchases	Capital Equipment					\$ 35,000.00	\$ 28,000.00	\$ 28,000.00	\$ 28,000.00	\$ 28,000.00			\$ 147,000.00
	SAFER					\$ 93,649.00	\$ 46,065.00	\$ 46,065.00	\$ 46,065.00				\$ 231,844.00
FY 2019 Purchases	Capital Equipment						\$ 36,750.00	\$ 115,250.00	\$ 115,250.00	\$ 115,250.00	\$ 65,000.00		\$ 447,500.00
	SAFER						\$ 98,548.00	\$ 68,919.00	\$ 68,919.00	\$ 68,919.00	\$ 68,919.00		\$ 374,224.00
FY 2020 Purchases	Capital Equipment							\$ 82,000.00	\$ 43,000.00	\$ 43,000.00	\$ 43,000.00	\$ 43,000.00	\$ 254,000.00
	SAFER							\$ 59,291.00	\$ 48,142.00	\$ 48,142.00	\$ 48,142.00		\$ 203,717.00

Committed FY Cost	Capital Equipment	\$ -	\$ 57,836.22	\$ 160,995.74	\$ 250,984.25	\$ 430,142.56	\$ 470,221.85	\$ 445,436.13	\$ 310,847.33	\$ 143,250.00	\$ 65,000.00	\$ -
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Total FY Cost	Capital Equipment	\$ 75,133.85	\$ 192,511.71	\$ 469,164.25	\$ 597,105.58	\$ 714,445.56	\$ 605,519.85	\$ 596,355.13	\$ 422,766.33	\$ 255,169.00	\$ 176,919.00	\$ 43,000.00
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	Funding Source	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
FY 2014 Purchases	Ref & Recy Fund		\$ 64,632.06	\$ 64,632.06	\$ 64,632.06							
FY 2015 Purchases	Ref & Recy Fund		\$ 33,908.53	\$ 67,684.53	\$ 67,684.53	\$ 67,684.53	\$ 67,684.53	\$ 33,776.00	\$ -	\$ -	\$ -	\$ -
FY 2016 Purchases	Ref & Recy Fund											
FY 2017 Purchases	Ref & Recy Fund				\$ 24,166.67	\$ 24,166.67	\$ 24,166.67	\$ 24,166.67	\$ 24,166.67			
FY 2018 Purchases	Ref & Recy Fund											
FY 2019 Purchases	Ref & Recy Fund						\$ 7,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ -	\$ -
FY 2020 Purchases	Ref & Recy Fund							\$ 17,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00

Committed FY Cost	Ref & Recy Fund	\$ -	\$ 64,632.06	\$ 132,316.59	\$ 132,316.59	\$ 91,851.20	\$ 91,851.20	\$ 82,942.67	\$ 49,166.67	\$ 25,000.00	\$ -	\$ -
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Total FY Cost	Ref & Recy Fund	\$ -	\$ 98,540.59	\$ 132,316.59	\$ 156,483.26	\$ 91,851.20	\$ 98,851.20	\$ 99,942.67	\$ 64,166.67	\$ 40,000.00	\$ 15,000.00	\$ 15,000.00
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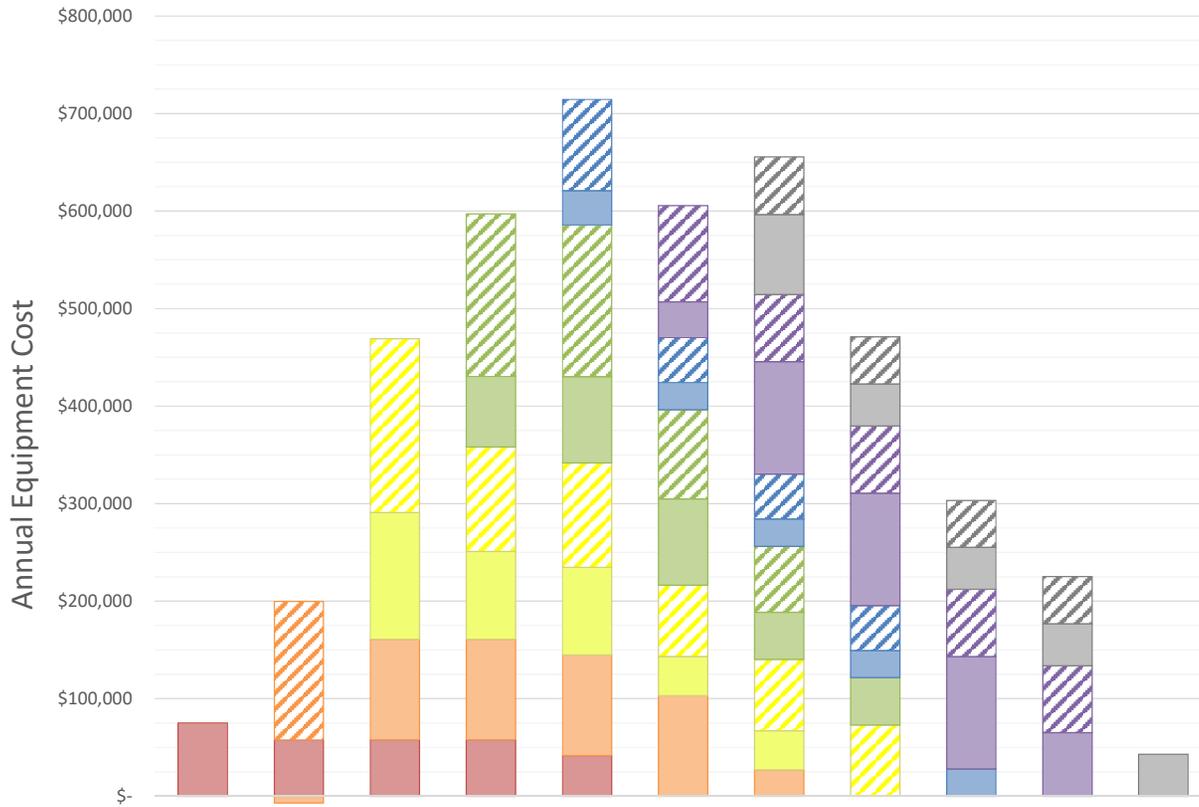
	Funding Source	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
FY 2014 Purchases	Sewer & Water	\$ 15,046.00										
FY 2015 Purchases	Sewer & Water		\$ -	\$ 6,755.20	\$ 6,755.20	\$ 6,755.20	\$ 6,755.20	\$ 6,755.20	\$ -	\$ -	\$ -	\$ -
FY 2016 Purchases	Sewer & Water			\$ 137,586.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FY 2017 Purchases	Sewer & Water				\$ 18,000.00							
FY 2018 Purchases	Sewer & Water					\$ 203,000.00						
FY 2019 Purchases	Sewer & Water						\$ 23,250.00					
FY 2020 Purchases	Sewer & Water											

Committed FY Cost	Sewer & Water	\$ -	\$ -	\$ 6,755.20	\$ 6,755.20	\$ 6,755.20	\$ 6,755.20	\$ 6,755.20	\$ -	\$ -	\$ -	\$ -
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Total FY Cost	Sewer & Water	\$ 15,046.00	\$ -	\$ 144,341.20	\$ 24,755.20	\$ 209,755.20	\$ 30,005.20	\$ 6,755.20	\$ -	\$ -	\$ -	\$ -
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Funding Source Net Expense	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Capital Equipment Fund	\$ 75,133.85	\$ 192,511.71	\$ 469,164.25	\$ 597,105.58	\$ 714,445.56	\$ 605,519.85	\$ 596,355.13	\$ 422,766.33	\$ 255,169.00	\$ 176,919.00	\$ 43,000.00
Refuse and Recycling Fund	\$ -	\$ 98,540.59	\$ 132,316.59	\$ 156,483.26	\$ 91,851.20	\$ 98,851.20	\$ 99,942.67	\$ 64,166.67	\$ 40,000.00	\$ 15,000.00	\$ 15,000.00
Sewer and Water Utility Funds	\$ 15,046.00	\$ -	\$ 144,341.20	\$ 24,755.20	\$ 209,755.20	\$ 30,005.20	\$ 6,755.20	\$ -	\$ -	\$ -	\$ -
Storm Water Utility Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 36,750.00	\$ 36,750.00	\$ 36,750.00	\$ 36,750.00	\$ 36,750.00
Total Net Expense	\$ 90,179.85	\$ 291,052.30	\$ 745,822.04	\$ 778,344.04	\$ 1,016,051.96	\$ 734,376.25	\$ 739,803.00	\$ 523,683.00	\$ 331,919.00	\$ 228,669.00	\$ 94,750.00

Capital Equipment Fund Fleet Replacement Plan (Village of Weston Equipment and Village share of SAFER Purchases)



(\$100,000)	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
2020 SAFER							\$59,291.00	\$48,142.00	\$48,142.00	\$48,142.00	
2020 VOW Cap Eq							\$82,000.00	\$43,000.00	\$43,000.00	\$43,000.00	\$43,000.00
2019 SAFER						\$98,548.00	\$68,919.00	\$68,919.00	\$68,919.00	\$68,919.00	
2019 VOW Cap Eq						\$36,750.00	\$115,250.00	\$115,250.00	\$115,250.00	\$65,000.00	
2018 SAFER					\$93,649.00	\$46,065.00	\$46,065.00	\$46,065.00			
2018 VOW Cap Eq					\$35,000.00	\$28,000.00	\$28,000.00	\$28,000.00	\$28,000.00		
2017 SAFER				\$166,805.00	\$155,654.00	\$91,465.00	\$67,568.00				
2017 VOW Cap Eq				\$72,333.33	\$88,333.33	\$88,333.33	\$48,333.33	\$48,333.33			
2016 SAFER			\$178,268.00	\$106,983.00	\$106,983.00	\$73,199.00	\$73,199.00	\$73,199.00			
2016 VOW Cap Eq			\$129,900.51	\$89,988.51	\$89,988.51	\$40,000.00	\$40,000.00				
2015 SAFER		\$141,839.00									
2015 VOW Cap Eq		\$(7,163.51)	\$103,159.52	\$103,159.52	\$103,159.52	\$103,159.52	\$27,020.80				
2014 VOW Cap Eq	\$75,133.85	\$57,836.22	\$57,836.22	\$57,836.22	\$41,678.20						

VILLAGE OF WESTON
2016 CIP BUDGET REQUEST
AND 2017 FINANCIAL PLAN
PROGRAM COMMENTS

Department/Office: Finance	Budget: Capital Equipment Fund
Program: Capital Projects Funds	Submitted by: Keith Donner/John Jacobs

UTILITY FUNDS (WATER, SEWER, & STORMWATER) - CAPITAL IMPROVEMENTS FUND
2016 Capital Improvements Program (CIP) Budget – 2017 Financial Plan

	2014 Actual	2015 Budget	2015 Estimate	2016 Proposed Budget	2017 Financial Plan
Fund Balance, January 1	\$ -	\$ -	\$ -	\$ -	\$ -
REVENUES					
Fund Balance - Water Utility	\$ 26,046	\$ 4,700	\$ 6,755	\$ 1,358,755	\$ 34,755
Fund Balance - Sewer Utility	-	550,000	-	610,000	-
Fund Balance - Stormwater Utility	-	-	-	5,000	-
Total Revenues	\$ 26,046	\$ 554,700	\$ 6,755	\$ 1,973,755	\$ 34,755
EXPENDITURES					
Water - SCADA Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
Water - Furniture & Equipment	-	-	-	-	-
Water - Replace Excavator #23	-	4,700	6,755	6,755	6,755
Water - Power Valve Turner	-	-	-	40,000	-
Sewer - Magnetic Manhole Lifter	-	-	-	8,000	-
Sewer - Sewer Televising Camera	-	-	-	50,000	-
Water/Sewer - Utility Van Replacement	26,046	-	-	22,000	28,000
Design - Ross Ave. Lift Station	-	60,000	-	-	-
Design - Mesker/Colleen Lift Station	-	40,000	-	-	-
Construction - Ross Ave. Lift Station	-	200,000	-	300,000	-
Construction - Mesker/Colleen Lift Station	-	250,000	-	230,000	-
Design Well #7 - Camp Phillips Road	-	-	-	100,000	-
Ridgeview Subdivision Connection to E. Everest	-	-	-	17,000	-
Automated Meter Reading - Water Utility	-	-	-	1,200,000	-
Total Expenditures	\$ 26,046	\$ 554,700	\$ 6,755	\$ 1,973,755	\$ 34,755
Excess Revenues Over (Under) Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
Fund Balance, December 31	\$ -	\$ -	\$ -	\$ -	\$ -

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

MEETING PACKET

AGENDA ITEM COVER SHEET

ITEM # – 37

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

REQUEST FROM: **SHAWN OSTERBRINK, DIRECTOR OF PARKS, RECREATION & FORESTRY**

ITEM DESCRIPTION: **POOL PASS REQUEST**

DATE/MTG: **BOARD OF TRUSTEES; MONDAY, OCTOBER 3, 2016**

POLICY QUESTION: Should the Board of Trustees approve the donation of up to 20 daily passes to the Aquatic Center that will be used at the D.C. Everest Junior High School for their Positive Behavior Intervention System?

RECOMMENDATION TO: The Park and Recreation Committee recommend donating up to 20 daily passes to the Weston Aquatic Center for 2017 that will be used by PBIS at the D.C. Everest Junior High School.

LEGISLATIVE ACTION:

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

FISCAL IMPACT ANALYSIS:

- Budget Line Item: _____
- Budget Line Item: _____
- Budgeted Expenditure: _____
- Budgeted Revenue: _____
-
-

STATUTORY / RULEMAKING / POLICY REFERENCES:

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

PRIOR REVIEW: Reviewed by the Park and Recreation Committee at the 9/26/16 meeting.

BACKGROUND:

The Village was recently approached by the D.C. Everest Junior High school liaison officer requesting the donation of daily passes for the Weston Aquatic Center that will be used for their Positive Behavior Intervention System. The passes would be used in the PBIS store and students can purchase them with the “money” they earn by their positive behavior. This is the only place that the “money” they earn can be spent. The PBIS currently has gift certificates and gift cards from various other places (restaurants, bowling alleys, etc.) that students are able to purchase. The village currently has a no donation policy in place but if someone still wants to make a request they can request that a committee and the board decide if they would like to make a donation.

- Supplemental Briefer for Agenda Items under Consideration?
- Attachments: PBIS Brochure
-
-

What is School-wide PBIS?

P **BIS is one of the foremost advances in school-wide discipline programs.**

- Emphasizes a school wide and consistent system of support to promote positive school behaviors and environments.
- Implements a system of proactive strategies for defining, teaching and supporting appropriate student behaviors, not only in school but in the community.
- Creates consistency and fluency in encouraging positive behaviors.
- Provides a behaviorally-based, systems approach to enhance the capacity of schools, families, and communities to design effective environments that link school and the community.
- Focuses on creating and sustaining school-wide, classroom, and individual support that improves lifestyle results for all children.



Why is it important to teach positive social behaviors?

Frequently, the question is asked, "Why should I have to teach kids to be good? They already know what they are supposed to do. Why can't we just expect good behavior?" In the infamous words of a TV personality, "How is that working out for you?"

In the past, school-wide discipline has focused mainly on reacting to specific student misbehavior by implementing punishment-based strategies including reprimands, loss of privileges, office referrals, suspensions, and expulsions.

"Research has shown that the implementation of punishment, especially when it is used inconsistently and in the absence of other positive strategies, is ineffective. Introducing, modeling, and reinforcing positive social behavior is an important step of a student's educational experience. Teaching behavioral expectations and rewarding students for following them is a much more positive approach than waiting for misbehavior to occur before responding."

"The purpose of school-wide PBIS is to establish a climate in which appropriate behavior is the norm."



DC Everest Junior High's PBIS goals?

- Maintain a clean and safe building environment.
 - Promote punctuality and on-time behavior.
 - Implement a consistent discipline plan building-wide
 - Reduce bully behavior and encouraging positive relationships.
 - Support timely and high quality school work completion.
 - Reinforce positive behaviors and attitudes in school and the community.
- Providing guidance and encouragement to develop Productive, Respectful, and Responsible students.**



**DCE EVERGREENS
RISING TO THE TOP!**



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

MEETING PACKET

AGENDA ITEM COVER SHEET

ITEM # – 38

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

REQUEST FROM: **SHAWN OSTERBRINK, DIRECTOR OF PARKS, RECREATION & FORESTRY**

ITEM DESCRIPTION: **POOL PRICES 2017**

DATE/MTG: **BOARD OF TRUSTEES; MONDAY, OCTOBER 3, 2016**

POLICY QUESTION: Should the Board of Trustees approve increasing the cost for swim lessons and no other price changes for 2017 at the Aquatic Center?

RECOMMENDATION TO: The Park and Recreation Committee recommends increasing the prices of swim lessons from \$15.00 to \$25.00 for residents and for non-residents from \$20.00 to \$30.00. No other price changes are recommended at this time.

LEGISLATIVE ACTION:

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

FISCAL IMPACT ANALYSIS:

- Budget Line Item: _____
- Budget Line Item: _____
- Budgeted Expenditure: _____
- Budgeted Revenue: _____
-
-

STATUTORY / RULEMAKING / POLICY REFERENCES:

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

PRIOR REVIEW: Park and Recreation Committee at their 9/26/16 meeting.

BACKGROUND:

Staff has been discussing the cost for the swim lessons that we provide each summer at the Aquatic Center. The current cost is \$15.00 for residents and \$20.00 for non-residents. This is for 10 lessons. This cost has not changed since at least 2004. Currently we charge \$1.50 per lesson for residents and \$2.50 per lesson for non-residents. The other providers in the area currently are Wausau at \$2.26 per lesson for residents and \$2.80 for non-residents. The YMCA also offers lessons and their cost is \$4.71 per lesson for members and \$7.71 per lesson for non-members. Increasing our cost to the recommended amounts would increase the per lesson cost to \$2.50 per lesson for residents and \$3.00 per lesson for non-residents. This increase would amount to additional revenue of approximately \$1,600 to \$1,700 per season. Currently we show a positive revenue of approximately \$300 in our program but this only covers the cost of the swim instructors. It does not cover heat, chemicals or any other overhead costs associated with the program.

- Supplemental Briefer for Agenda Items under Consideration?
- Attachments: Pool brochure.
-
-

Try something different!

Have a splashing good time at a pool party! Plan your birthday party or group event during regular public pool hours and we will set up a reserved area for you on the concession deck. Packages include a special menu for a price of just \$7.00 per person.

The Aquatic Center is also available before and after regular operating hours for your private group, corporate or family activities.

Passes may be purchased at the Weston Municipal Center (until June 3rd) or at the Aquatic Center (after June 4th). Proof of residency is required to purchase a resident pass.



Teen Swim and Dance Nights

This season, the Weston Aquatic Center will once again be offering organized teen swim and dance nights on June 24th and August 12th. There will be music, special offers and prize give aways. Check the village website or aquatic center facebook page for updates.

We are looking for sponsors for the teen swim and dance nights. If you are interested in offering services, merchandise or monetary donations, please contact us at (715) 359-9988.

Swim Lessons

Sign up for swim lessons! This season the Aquatic Center will offer beginner through intermediate level swim lessons. Residents can register beginning April 18th, with non-resident registration beginning May 2nd. Preregistration is required for classes.



- Three sessions will be offered
 - Session 1: June 13th - June 24th
 - Session 2: July 5th - July 18th
 - Session 3: July 25th - August 5th
- Each lesson is fifty minutes for two weeks, with a third week available for make-up lesson.
- Levels I-V, offered at each session.
- Class times
 - 10:00 - 10:50 a.m. (Monday - Friday)
- Fees
 - Residents - \$15.00 | Non-residents - \$20.00

Joint Pass

Rothschild/Schofield & Weston Aquatic Center

The joint season pass gives you the opportunity to enjoy the Rothschild/Schofield Aquatic Center and the Weston Aquatic Center during the 2016 season!

Resident (Rothschild/Schofield & Weston)
 Season Pass Individual \$79.00
 Season pass Family* \$160.00
**If purchased before May 20, 2016: \$140.00*
 Includes up to 5 people: additional people \$10.00 each

Non-Resident
 Season Pass Individual \$99.00
 Season pass Family* \$180.00
**If purchased before May 20, 2016: \$160.00*
 Includes up to 5 people: additional people \$10.00 each

Special Rates
 Season Family Passes purchased after July 16th (Resident and Non-Resident) \$85.00

Hours

- Saturday, June 4th - approx. August 28th 11:00 a.m. - 7:45 p.m.
- Special Hours: June 6th, 7th & 8th 3:00 to 7:45 p.m.

Pool may close when air temperature drops below 65° or patron count drops below 10 people.

Daily Fees

Youth (17 and under) \$4.00
 Adult \$4.00
 Seniors (62 and over) \$2.00
 After 6:00pm (all ages) \$2.00

Resident Fees

Season Pass Individual \$59.00
 Season Pass Family* \$120.00
 Season Pass Senior (62 and over) \$25.00
** If purchased before May 20, 2016: \$100.00*
 Includes up to 5 people: additional people \$10.00 each

Non-Resident Fees

Season Pass Individual \$79.00
 Season Pass Family* \$140.00
 Season Pass Senior (62 and over) \$50.00
** If purchased before May 20, 2016: \$120.00*
 Includes up to 5 people: additional people \$10.00 each

Special Rates

Season Family Passes purchased after July 16th (Resident and Non-Resident) \$65.00

Pool Rentals with Slide

1 - 50 People \$125.00
 51-75 People \$150.00
 76-100 People \$175.00
**Fees are per hour, before or after regular operating hours*

Pool/additional people over 100 = \$1.00 x (1-2 hours) \$ _____

Call the Parks Department at (715) 359-9988 for more information

Group Rates

Purchase 50 or more Daily Swim Passes \$2.00 each

**VILLAGE OF WESTON, WISCONSIN
OFFICIAL MEETING AGENDA OF THE BOARD OF TRUSTEES**

MEETING PACKET

AGENDA ITEM COVER SHEET

ITEM # – 39

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

Monday, September 19, 2016, at 6:00 p.m.

A. Opening of Session.

1. Pledge of Allegiance to the Flag.
2. Clerk will take attendance and roll call.

Roll call indicated 7 Board of Trustee members present.

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

Village Staff in attendance: Guild, Jacobs, Donner, Weinkauf, Higgins, Hodell, Osterbrink and Yonker. Everest Metro Captain Hull and SAFER Deputy Fire Chief Finke were also in attendance. There were no other audience members present.

3. Request for silencing of cellphones and other electronic devices.

B. Correspondence and comments from the public.

4. Acknowledgement of scheduled visitors, if any.
No comments.

C. Presentations.

No scheduled Presentations.

D. Consent Items for Approval

5. Approve the Plan Commission's recommendation to not proceed with a zoning amendment to make the keeping of chickens on a SF-S or SF-L zoned parcel a permitted or conditional use in the future.
6. Approve Resolution No. 16-017 to approve the preliminary plat of Misty Pines Subdivision.
7. Approve Resolution No. 2016-015 related to Urban Forestry Grant and Urban Forestry catastrophic storm grant programs.
8. Approve Mobile Food Vendor license for Trig's, 6205 Bus. Hwy. 51 S.
9. Approve Appointment of Hooshang Zeyghami as new agent for Tailgatez Grill and Sportz Bar, 4403 Schofield Avenue.
10. Approve August 29, 2016 Board of Trustee Minutes.
11. Approve August 30, 2016 Board of Trustee Minutes.
12. Approve Operator Licenses.
13. Approve payment of expenditures – Voucher #44074 – 44304.

Motion by Schuster, second by White to approve Consent Items D5 to D13. Q/White asked why there was an alcohol application included in the D8 item attachment. Weinkauf explained that a recent background check was completed for Sara Kronebusch back in June, during the alcohol renewal process, and she did not feel that staff needed to request another one. White also indicted there were errors in the Board of Trustee Minutes and asked for them to be corrected. Q/Schuster asked if the Board needed to make a motion on Item D5. Higgins said yes because the Community Life and Public Safety Committee recommended approval and the Plan Commission recommended not to proceed.

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

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

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

14. Items removed from Consent Approval (if any).

E. Reports & Minutes from Commissions & Committees, (if any).

- 15. **Community Life, and Public Safety.**
- 16. **Community Development Authority.**
- 17. **Everest Metro.**
- 18. **Finance.**
- 19. **Parks and Recreation.**
- 20. **Personnel.**
- 21. **Plan Commission.**
- 22. **Property & Infrastructure.**
- 23. **SAFER District.**
- 24. **Zoning Board of Appeals.**

Motion by White, second by Ziegler to acknowledge Item E18, E21, E22 and E23.

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

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

F. Reports from Departments (Directors may be dismissed following reports).

25. Clerk/CIO.

Weinkauf reported the ballots have been picked up from Marathon County and staff is working on sending out absentee ballot requests.

26. Finance/CFO.

Jacobs said the Finance Department is working on sending out the electronic version of the budget worksheets to all departments.

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

27. Fire/EMS

Finke said the Department has been approved to be an EMS training center. He said the EMT basic training class will begin in November. The Fall Open House held in Rib Mountain was really busy, and overall it was a good event. They will hold another one next spring in Weston.

28. Operations.

No comments.

29. Parks & Recreation.

No comments.

30. Planning & Development.

Higgins reminded the Board about the Joint Board of Trustees and Plan Commission meeting scheduled for September 21st at 6:00 p.m.

31. Police.

Hull reported the Department has been seeing an increase in drug activity. They are starting to see the drug Fentanyl.

32. Public Services.

Donner reported staff is working on both the operating and capital budgets. He has received the final plans for the facilities condition assessment and master planning study. He gave an update on a recent sewer back-up at the high school this last Friday.

33. Taxpayer Engagement.

Hodell reported the Farmers Market will run through October 29th.

34. Technology/CTO.

No comments.

G. Regular Business.

No comments.

H. Regular Report from the Administrator.

Guild said he recently attended the Marathon County Infrastructure Committee meeting and presented the Camp Phillips Corridor project. He gave an update on the Irish Fest and said it may be moving to Kennedy Park next year. He has recently made some on-site visits with local businesses to see how they are doing and what their needs may be. He also met with Marathon County to discuss having a library branch in Weston.

I. Convene into closed session under Wisconsin State Statutes 19.85 (1) (c) for the purpose of considering the employment, compensation, or performance evaluation data of any employee: Consider compensation and performance evaluation data of the Village Administrator.

Motion by Schuster, second by Ostrowski to convene to closed session at 6:25 p.m.

Roll call vote:

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

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

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

J. Reconvene into open session and take action on items discussed in closed session, if necessary.

Motion by Schuster, second by Ostrowski to reconvene into open session at 9:42 p.m.

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

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

No action taken on items discussed in closed session.

K. Announcements.

- a) Joint Meeting of the Board of Trustees and Plan Commission September 21st at 6:00 p.m.
- b) Lumin Advantage Consulting Workshop for Board of Trustees October 5th at 5:30 p.m.

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

Trustee Ziegler advised that he will not be present for the September 21st meeting. Trustee Ostrowski stated that he attended Irish Fest, along with some guests, and reported that it was well received.

M. Remarks from President (No Board action will be taken for this agenda item).

No comments.

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

No comments.

O. Adjourn until next meeting date of MONDAY, OCTOBER 3, 2016.

The meeting adjourned at 9:45 p.m.

Sherry Weinkauff, Clerk
and Loren White, Trustee

**VILLAGE OF WESTON, WISCONSIN
OFFICIAL MEETING AGENDA OF THE BOARD OF TRUSTEES**

MEETING PACKET

AGENDA ITEM COVER SHEET

ITEM # – 40

Village of Weston, Wisconsin
OFFICIAL PROCEEDINGS OF THE JOINT BOARD OF TRUSTEES AND PLAN COMMISSION
held on Monday, September 21, 2016 at 6:00 p.m., in the Board Room, at the Municipal Center
Chairman White Presiding.

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

1. Board of Trustees' meeting called to order by President Ermeling.
2. Plan Commission meeting called to order PC Chairman White.
3. Pledge of Allegiance to the Flag.
4. Clerk will take attendance and roll call.

Roll call indicated 6 Board of Trustee' present.

<u>Member</u>	<u>Present</u>
Ermeling, Barb	YES
Berger, Scott	YES
Ostrowski, Kevin	YES
Porlier, Mark	YES
Schuster, Fred	YES
White, Loren	YES
Ziegler, Jon	NO

Roll call indicated 5 Plan Commission members present.

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

Ziegler and Johnson were excused. Zeyghami was absent. Village Staff in attendance: Higgins, Guild, Donner, Wehner, Osterbrink, Jacobs, and Parker. Town Chairman, Milton Olson was present. Village Consultant, Mark Roffers was present. There were 4 audience members present.

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

B. PRESENTATION BY MARK ROFFERS, MDROFFERS CONSULTING ON COMPREHENSIVE PLAN DOCUMENTS.

Roffers gave a presentation to the Board of Trustees and Plan Commission on the proposed comprehensive plan (attached).

C. PUBLIC HEARING ON COMPLETE UPDATES TO COMPREHENSIVE PLAN

6. Take Testimony from the public on the following Comprehensive Plan Documents.

- a. Volume 1: Conditions and Issues
- b. Volume 2: Vision and Directions
- c. Volume 3: Supplemental Plans – Broadband Technology Plan

Sara Guild, 5702 Pine Terrace, Weston, District County Supervisor, thanked the Plan Commission, Board of Trustees, and staff for all their work in developing/updating this plan.

D. DISCUSSION BY PLAN COMMISSION AND BOARD OF TRUSTEES ON ANY CHANGES NEEDED MADE TO DOCUMENTS.

White asked the PC for their comments, corrections, etc.

Schuster commented that this is not a static document, and feels this was well thought out, and knows future changes may occur.

White closed the PC Public Hearing at 6:29 p.m.

Ermeling asked BOT for their comments, corrections, etc.

Porlier commented on how he appreciates work that was done. White thanked staff and Roffers for their work on this project. Schuster and Roffers thanked White for his work in reviewing the documents so thoroughly. Ermeling agreed.

Ermeling closed the BOT Public Hearing at 6:32 p.m.

E. NEW BUSINESS – PLAN COMMISSION

7. Discussion and Action by Plan Commission on Directors recommendation to adopt Resolution 2016-016 and forward the Plans on to the Village Board for consideration and adoption at their October 3, 2016 Meeting.

Motion by Schuster, second by Kollmansberger, to approve the Directors recommendation to adopt Resolution 2016-016 and forward the Plans on to the Village Board for consideration and adoption at their October 3, 2016 Meeting.

Yes Vote: 5 No Votes: 0 Abstain: 0 Not Voting: 2 Result: PASS

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

F. ADJOURN.

8. Motion by Diesen, second by Kollmansberger to adjourn Plan Commission at 6:34 p.m.

9. Motion by Porlier, second by Berger to adjourn Board of Trustees at 6:35 p.m.

Barb Ermeling, President
Loren White, PC Chairman
Jennifer Higgins, Director of Planning & Development
Valerie Parker, Recording Secretary

Comprehensive Plan Update

Presentation of Draft Plans
September 2016



What is the Comprehensive Plan?

- A guide for future growth and enhancement of the entire Village over the next 10 to 20 years
- A vision and directions for land use, economic development, transportation and community facilities, natural resources, image, etc.
- A complete update and replacement of the Village's 2006 Comprehensive Plan

Weston's New Approach to Planning

- Craft vision of what the Village wants to be
- Use plan as an economic development tool
- Build around strategic initiatives for community growth and change
- Merge and advance various efforts



Thoughtful Planning Process

- Overseen by the Plan Commission, Community Development Authority, and Village Board
- Managed by Village Planning and Development Department, and assisted by consultants
- Has featured collaboration with stakeholders, the County, and neighboring communities

Phase	Plan Element/Chapter (new or updated)	2013	2014	2015	2016
Phase 1: 2013 Budgeted Elements	Community Vision (new)				
	Broadband Technology (new)				
	Economic Development (update)				
	Transportation (update)				
Phase 2: 2014 Budgeted Elements	"Conditions and Issues" Volume (update)				
	Natural & Agricultural Resources (update)				
	Land Use (update)				
	Camp Phillips Road Corridor Plan (new)				
Phase 3: Proposed 2015 Elements	Parks & Recreation/CORP (update)				
	Community Facilities & Utilities (update)				
	Cultural Resources (update)				
	Tourism (new)				
Phase 4: Integration and Final Adoption	Intergovernmental Cooperation (update)				
	Housing & Neighborhoods (update)				
	Refine elements from Phases 1-3				
	Implementation & Performance (update)				
	Adoption and Publicity				

Comprehensive Plan Format

- Volume 1: Conditions and Issues
 - Current conditions, trends, and projections
- Volume 2: Vision and Directions
 - Vision, goals, objectives, policies, and future initiatives
 - Covers State-required plan elements
- Volume 3: Supplemental Plans
 - Extend beyond required elements, but advance community
 - Will include Broadband Technology Plan, Camp Phillips Corridor Plan, and others covering specific topics or areas

Volume 1: Conditions and Issues

What's Changed?

- Volume serves as data base for Volume 2 and Broadband Technology Plan
- Board already adopted Volume 1 in March 2015
- Minor amendments now proposed to:
 - Correct errors and grammar
 - Note significant changes since March 2015 (e.g., recreational land acquisition)

Volume 2: Vision and Directions

Based on a Clear, Compelling Vision

FIGURE 2-2: OUR VISION AND GOALS

LAND USE: Weston will promote sustainable new development and redevelopment that add jobs, products, services, and homes, and that contribute to a sense of community and quality of life in the village.

ECONOMIC DEVELOPMENT: Weston will support business retention and development that adds jobs, products, services, and value to the village to maintain our affordable tax rate and enhance our vitality.

HOUSING AND NEIGHBORHOODS: Weston will accommodate quality and affordable housing choices and attractive neighborhoods that support families, older residents, and our local workforce and contribute to a welcoming and interactive community.

NATURAL, AGRICULTURAL, AND CULTURAL RESOURCES: Weston will protect, enhance, and celebrate natural amenities such as the riverway and wetlands, and will grow its sense of place through a network of attractive spaces, buildings, and activities.

PARKS AND RECREATION: Weston will provide, maintain, and collaborate on trails, parks, playgrounds, and open spaces that encourage an active, engaged, and healthy community.

COMMUNITY FACILITIES AND UTILITIES: Weston will provide and support community facilities, utilities, and broadband communications that are cost-effective, efficient, support resident connections, maintain reasonable tax rates, and protect natural resources.

TRANSPORTATION: Weston will work with other units of government to develop and maintain a safe, efficient, and interconnected transportation network serving motorists, businesses, pedestrians, and bicyclists.

INTERGOVERNMENTAL COOPERATION: Weston will collaborate with neighboring and overlapping governments to achieve common goals, deliver efficient services, share resources, educate residents, and avoid conflicts.



Organized Around “Resident Attraction”



Social Offerings for Village residents, business leaders, employees, and visitors.



Openness, creating a welcoming place for people and businesses to live and invest.

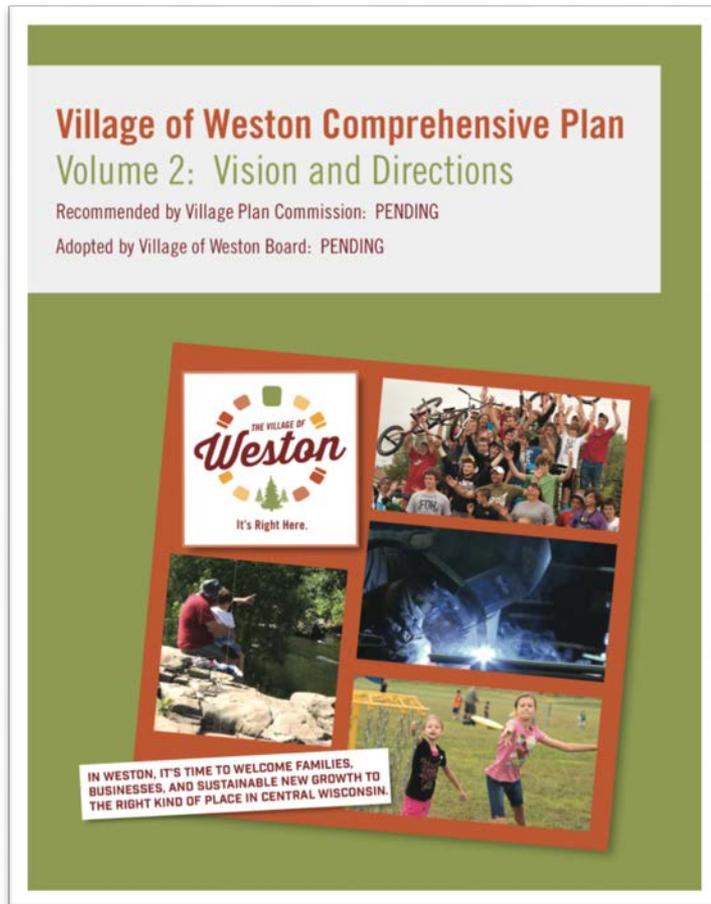


Aesthetics, fostering positive appearance, visual image, beauty, and open spaces in the Village.

Source: Knight Foundation “Soul of the Community” project (2008)

Volume Chapters

1. Introduction
2. Community Vision
3. Land Use
4. Economic Development
5. Housing & Neighborhoods
6. Natural, Ag, Cultural Resources
7. Parks & Recreation
8. Community Facilities & Utilities
9. Transportation
10. Intergovernmental Cooperation
11. Implementation



Most Chapters Organized Similarly

Chapter 4: Economic Development

- Outline a strategy for economic growth
- Provide a framework to enhance Weston's business climate and retain and expand businesses and jobs

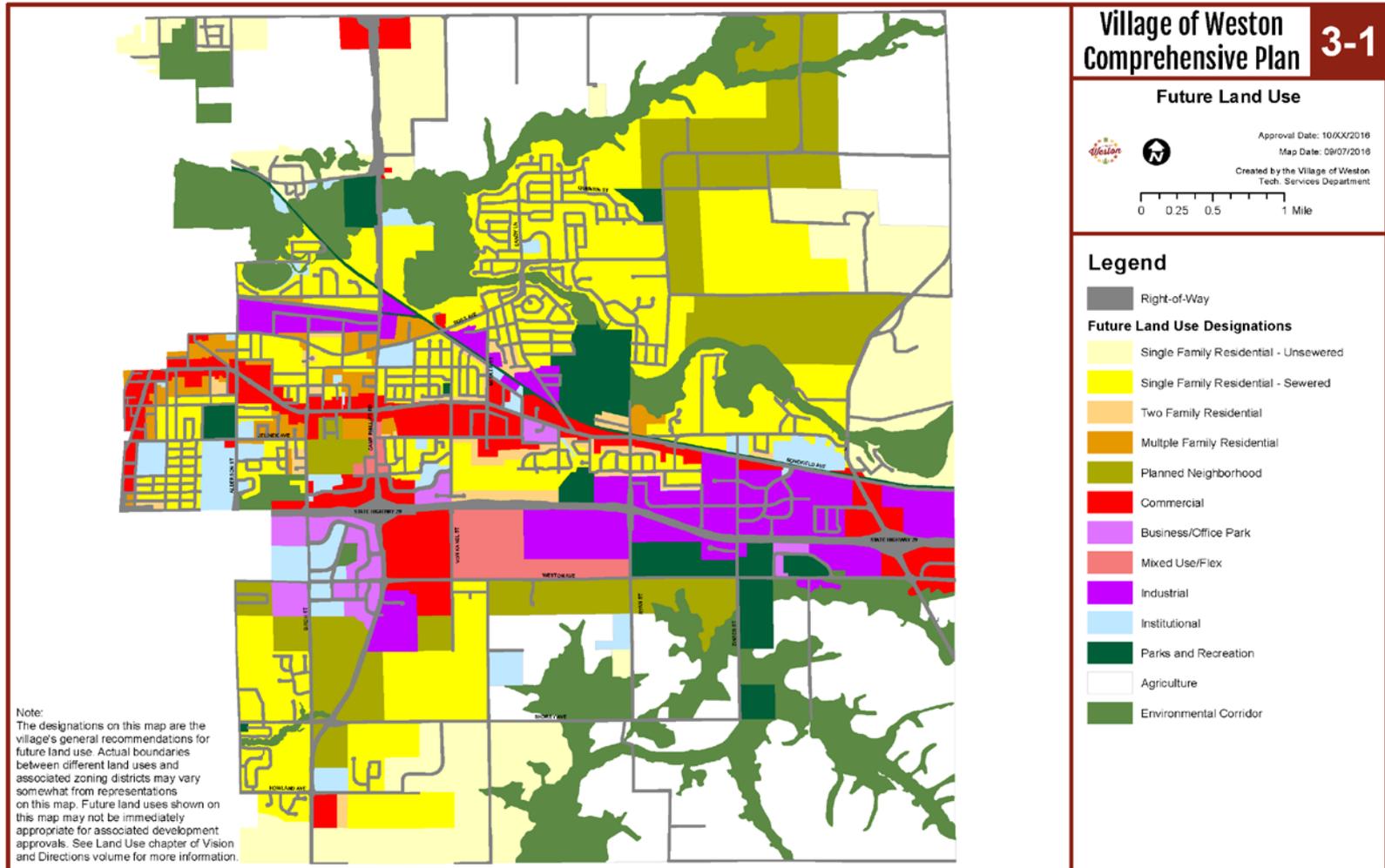
Weston will continue to create a desirable climate in which to build the Village's tax base and fund community services, provide family-supporting jobs, and enhance retail and dining options. Weston will position itself as a great place to live, work, and set up or expand a business. Targets include healthcare, retail, dining, and manufacturing. Whether it's great people or great businesses, the Village aims to attract and keep them, their talent, and their contributions to the community.



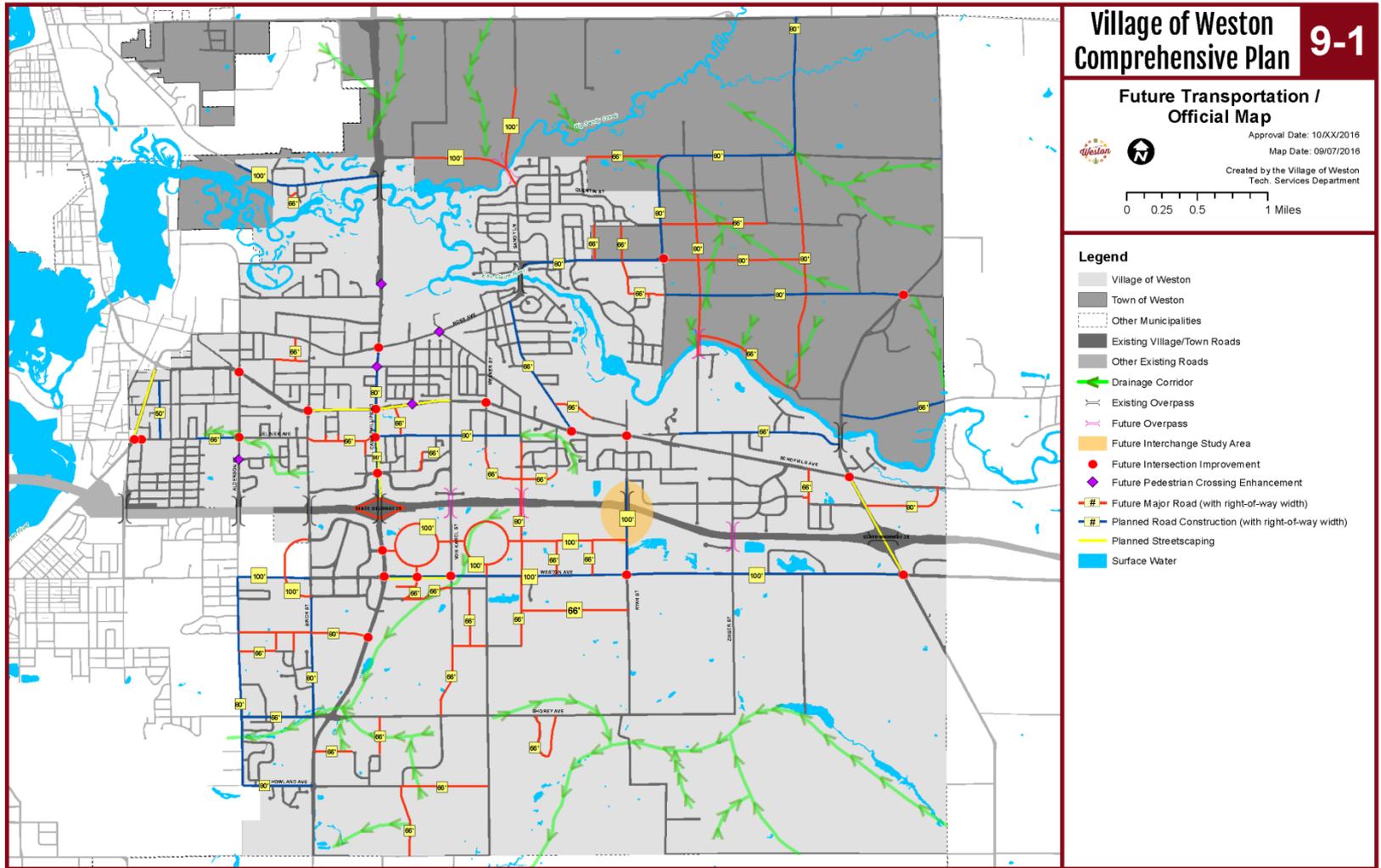
Priority Economic Development Initiatives

Initiative <small>(Follow links for further details)</small>	Description	Funding	Responsibility
<u>Attract Retailers in Targeted Sectors</u>	Weston has both economic strengths and gaps, which suggest particular business sector targets to grow the local economy and provide goods and services to Weston residents. In particular, the Village will seek to add and help expand retail operations and restaurant types in short supply.	Tax incremental financing; grants; taxes	Village Administrator and Director of Planning & Development, in collaboration with local developers, site selectors, real estate professionals, and retailers
<u>Adopt a Business Retention and Expansion Program</u>	Communities have the best chance of growing jobs through retaining and expanding existing businesses. The Village intends to establish a more formal business retention and expansion program, perhaps in collaboration with the Marathon County Economic Development Corporation and using a similar model.	Grants from the Wisconsin Economic Development Corporation (WEDC), CDBG, and others; taxes	Village Administrator, in collaboration with other Village staff, and regional and local economic development groups
<u>Implement "It's Right Here" Marketing Effort</u>	The Village has invested in a recent effort to rebrand and market the community to new businesses and residents. Weston will communicate this new brand to target markets via its Web page, media outlets, conferences and trade shows, and replacement community signage.	Grants; taxes	Village Administrator, Village Relations Department

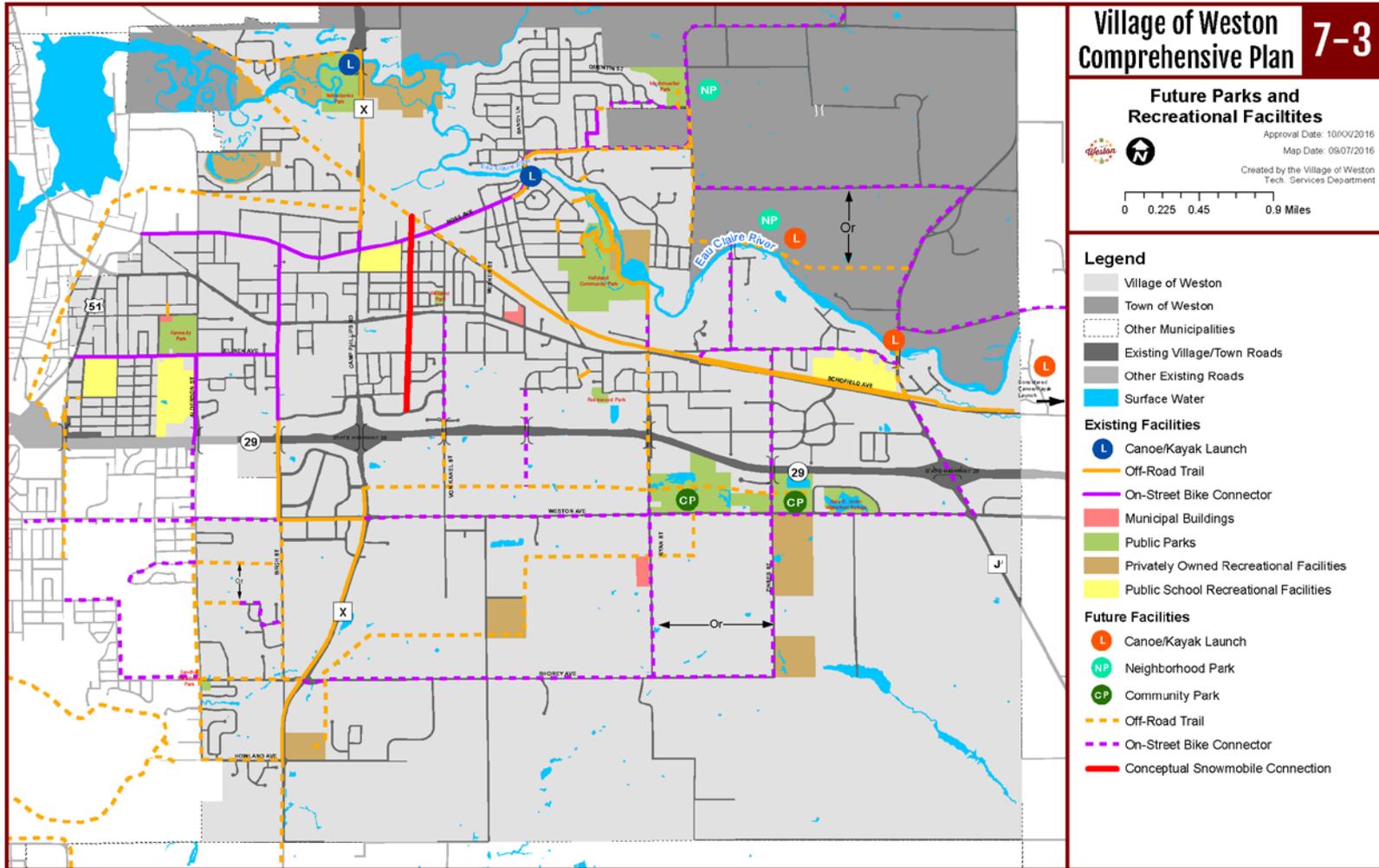
Will Guide Future Land Use, ...



...Future Roads and Facilities, and...

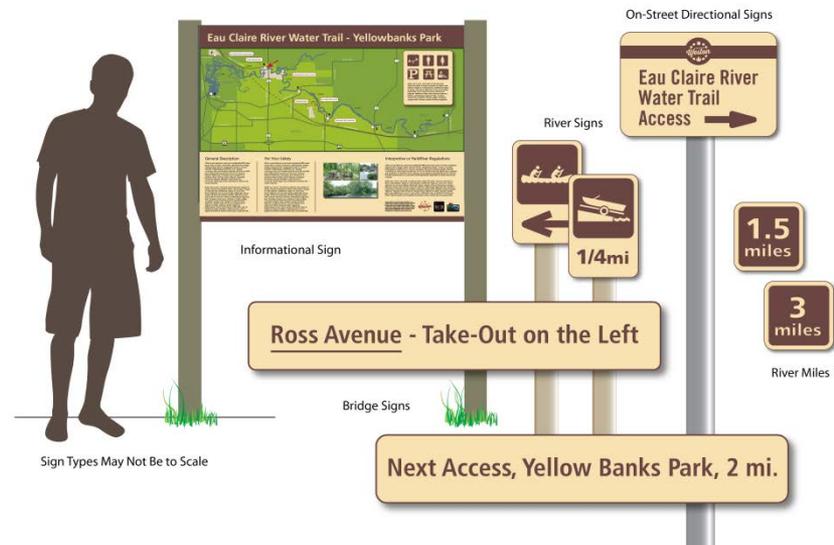


...Future Parks and Trails.



Priority Initiatives

- Each chapter has a handful of “priority initiatives”, totaling 23 in all of Volume 2
- Implementation chapter includes proposed rankings of each of these 23 initiatives as “top”, “high”, or “moderate” priority



Suggested “Top” Priorities

- Use future land use map and zoning ordinance to guide land use decisions
- Prioritize public improvements via a capital improvements program
- Implement master plans for municipal facility sites
- Strategically prioritize transportation expansion projects

Suggested “High” Priorities

- Promote redevelopment and infill
- Attract retailers in targeted sectors
- Adopt business retention and expansion program
- Prepare or require neighborhood development plans
- Encourage higher-quality rental housing

Suggested “High” Priorities

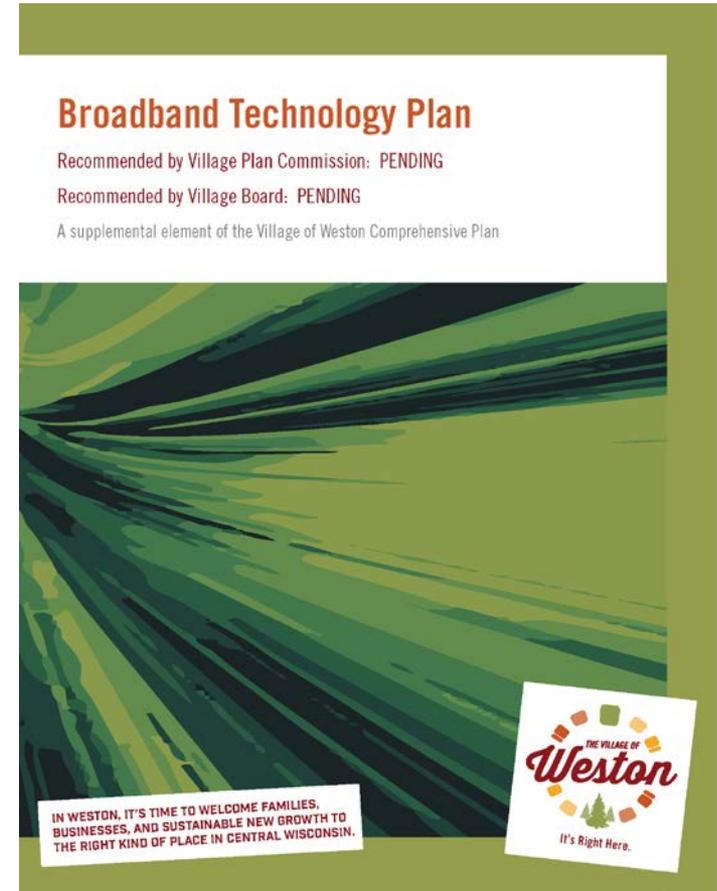
- Increase quality and use of Eau Claire River
- Improve appearance and function of commercial routes
- Advance a recreational center on Village’s south side
- Develop an all-season trail network

Broadband Technology Plan

(first plan in Volume 3)

Purpose

- “Broadband” is high-speed data transmission in which a single cable can transfer large amounts of data at a single time
- Broadband is critical to economic growth, education, and a connected citizenry
- Plan coordinates Village and Town policies, procedures, and infrastructure for broadband internet expansion in Weston



Vision

- Broadband to residents as a pathway to opportunity
- Broadband to businesses for connectivity necessary to compete successfully in the global economy
- Partnerships with broadband providers
- Expanded broadband use to increase the likelihood of system upgrades



Initiatives

- Change the Funding “Bottom Line” for Broadband Expansion
 - Grants
 - Creative local funding (e.g., TIF)
 - Business stakeholder consortium
- Establish Policy Direction to Work with Internet Service Providers on Expansion
 - Make a “business case” for expansion
- Explore Village Leadership Opportunities for Broadband

Initiatives

- Implement a Dig Once and Joint Trench Use Policy
- Collaborate on Mapping Efforts for Economic Growth
- Work to Expand Access to Residential Customers
- Target Broadband Expansion to Specific Underserved Areas
- Participate in the Wausau CAN
- Collaboratively Plan for Tall Structures



Benefits

- Slightly earlier version of Plan already adopted by Village and Town in 2015
- Village/Charter obtained \$74,000 PSC Broadband Expansion Grant for extension to Business & Technology Park South
- Town/Frontier just obtained PSC grant for expansion to residents in underserved areas
- Broadband installation and “dig once” policies in new Village subdivision ordinance

Next Steps

Next Steps

- Joint Board/Commission public hearing (tonight)
- Final changes
- Commission recommendation and Board adoption
- Implementation!
- Possible future plan amendments as warranted

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

MEETING PACKET

AGENDA ITEM COVER SHEET

ITEM # – 41



Prov. given
9-15

OPERATOR LICENSE APPLICATION

mail to The Store

LICENSE TYPE: Operator License

This license could be denied if it is determined the applicant intentionally omitted or provided false information on this application

Please review the information below and correct any errors shown:

NAME: Gina Bell

BUSINESS NAME: The Store # 59

ADDRESS:

NEW ADDRESS: _____

BIRTH DATE: _____

DRIVERS LICENSE # _____

TELEPHONE NUMBER: _____

APPLICANT NOTICE:

1. The VILLAGE performs background checks on all applicants. The VILLAGE OF WESTON may suspend, revoke or deny a license issued upon this application if the applicant fails to provide requested information or is not truthful in completion of this application.
2. The VILLAGE OF WESTON does not issue licenses or permits related to alcohol beverages to any person who has habitually been a law offender or has been convicted of a felony that the VILLAGE determines, substantially relates to the licensing activity unless the person has been duly pardoned.
3. Even if your license has been granted by the Village Board, it will be held if you owe any outstanding fines, forfeitures or other debts to the VILLAGE.
4. Because application fees offset the cost to process your application, the fees are non refundable regardless of whether you obtain a license or not.

Have you been arrested, or have charges pending or been convicted of any offenses, or violations or any federal, state, or municipal laws or ordinances here or any other municipality? NO YES (Complete arrest or conviction information below)

NAME: _____ STATUTE #/ LOCAL ORDINANCE _____

CHARGE _____ WHERE CONVICTED _____

DATE: _____ PENALTY _____ MISDEMEANOR _____ FELONY _____

List additional information regarding arrest / conviction information on the back of this application.

I hereby testify the above information is true and correct. I agree, in consideration of the granting of this license to comply with the laws of the State of Wisconsin, the VILLAGE OF WESTON Municipal Code and the rules and regulations of the various regulatory agencies and commissions of the VILLAGE OF WESTON pertaining to the supervision of activities permitted under the license for which this application is made. I understand this license may be revoked by the VILLAGE OF WESTON according to the law.

Note: If you renew by mail and have not received your license by the end of June, please call the VILLAGE OF WESTON CLERK

Gina Bell
(APPLICANT SIGNATURE)

9/15/2016
(DATE)

Remit completed application with payment to:

VILLAGE OF WESTON
VILLAGE CLERK
5500 SCHOFIELD AVE, WESTON, WI 54476

APPROVED
Date 9-23-16
By [Signature]



47

OPERATOR LICENSE APPLICATION

LICENSE TYPE: Operator License

Please review the information below and correct any errors shown:

NAME: Holli Eckelstafer BUSINESS NAME: Kwik Trip # 140

ADDRESS: _____

NEW ADDRESS: _____

BIRTH DATE: _____

DRIVERS LICENSE #: _____

TELEPHONE NUMBER: _____

APPLICANT NOTICE:

1. The VILLAGE performs background checks on all applicants. The VILLAGE OF WESTON may suspend, revoke or deny a license issued upon this application if the applicant fails to provide requested information or is not truthful in completion of this application.
2. The VILLAGE OF WESTON does not issue licenses or permits related to alcohol beverages to any person who has habitually been a law offender or has been convicted of a felony that the VILLAGE determines, substantially relates to the licensing activity unless the person has been duly pardoned.
3. Even if your license has been granted by Council, it will be held if you owe any outstanding fines, forfeitures or other debts to the VILLAGE.
4. Because application fees offset the cost to process your application, the fees are non-refundable regardless of whether you obtain a license or not.

Have you been arrested, or have charges pending or been convicted of any offenses, or violations or any federal, state, or municipal laws or ordinances here or any other municipality? NO YES (Complete arrest or conviction information below)

NAME _____ STATUTE # / LOCAL ORDINANCE _____
 CHARGE _____ WHERE CONVICTED _____
 DATE _____ PENALTY _____ MISDEMEANOR _____ FELONY _____

List additional information regarding arrest/ conviction information on the back of this application.

I hereby testify the above information is true and correct. I agree, in consideration of the granting of this license to comply with the laws of the State of Wisconsin, the VILLAGE OF WESTON Municipal Code and the rules and regulations of the various regulatory agencies and commissions of the VILLAGE OF WESTON pertaining to the supervision of activities permitted under the license for which this application is made. I understand this license may be revoked by the VILLAGE OF WESTON according to the law.

Note: If you renew by mail and have not received your license by the end of June, please call the VILLAGE OF WESTON CLERK

Holli Eckelstafer
(APPLICANT SIGNATURE)

7/15/16
(DATE)

Remit completed application with payment to:

VILLAGE OF WESTON
VILLAGE CLERK
5500 SCHOFIELD AVE, WESTON, WI 54476

APPROVED
Date 9-23-16
By [Signature]



OPERATOR LICENSE APPLICATION

LICENSE TYPE: Operator License

Please review the information below and correct any errors shown:

NAME: Sarah Kyles BUSINESS NAME: Kwik Trip #140

ADDRESS: _____

NEW ADDRESS: _____

BIRTH DATE: _____

DRIVERS LICENSE # _____

TELEPHONE NUMBER: _____

APPLICANT NOTICE:

- 1. The VILLAGE performs background checks on all applicants. The VILLAGE OF WESTON may suspend, revoke or deny a license issued upon this application if the applicant fails to provide requested information or is not truthful in completion of this application.
2. The VILLAGE OF WESTON does not issue licenses or permits related to alcohol beverages to any person who has habitually been a law offender or has been convicted of a felony that the VILLAGE determines, substantially relates to the licensing activity unless the person has been duly pardoned.
3. Even if your license has been granted by Council, it will be held if you owe any outstanding fines, forfeitures or other debts to the VILLAGE.
4. Because application fees offset the cost to process your application, the fees are non-refundable regardless of whether you obtain a license or not.

Have you been arrested, or have charges pending or been convicted of any offenses, or violations or any federal, state, or municipal laws or ordinances here or any other municipality? [X] NO [] YES (Complete arrest or conviction information below)

NAME _____ STATUTE # / LOCAL ORDINANCE _____
CHARGE _____ WHERE CONVICTED _____
DATE _____ PENALTY _____ MISDEMEANOR _____ FELONY _____

List additional information regarding arrest / conviction information on the back of this application.

I hereby testify the above information is true and correct. I agree, in consideration of the granting of this license to comply with the laws of the State of Wisconsin, the VILLAGE OF WESTON Municipal Code and the rules and regulations of the various regulatory agencies and commissions of the VILLAGE OF WESTON pertaining to the supervision of activities permitted under the license for which this application is made. I understand this license may be revoked by the VILLAGE OF WESTON according to the law.

Note: If you renew by mail and have not received your license by the end of June, please call the VILLAGE OF WESTON CLERK

[Signature]
(APPLICANT SIGNATURE)

[Date: 9/14/16]
(DATE)

Remit completed application with payment to:

VILLAGE OF WESTON
VILLAGE CLERK
5500 SCHOFIELD AVE, WESTON, WI 54476

APPROVED

Date 9-23-16

By [Signature]

**VILLAGE OF WESTON, WISCONSIN
OFFICIAL MEETING AGENDA OF THE BOARD OF TRUSTEES**

MEETING PACKET

AGENDA ITEM COVER SHEET

ITEM # – 42

**VILLAGE OF WESTON
REQUEST FOR CONSIDERATION**

AGENDA ITEM DSCRPTN: VOUCHERS – PAYMENT OF VILLAGE EXPENDITURES.

FOR CONSIDERATION AT: BOARD OF TRUSTEES; MONDAY, OCTOBER 3, 2016

LEGISLATION TYPE: ACKNOWLEDGE | **MOTION** | ORDINANCE | POLICY | RESOLUTION

RECOMMENDATION TO: Approve payment of Village expenditures (vouchers) for the period of
09/15/2016-09/30/2016 in the grand total amount of \$674,988.98.
Check numbers were #44305-44412.

REPORT PREPARED BY: JOHN JACOBS; FINANCE DIRECTOR/TREASURER

BACKGROUND: Vouchers were received by the Finance Department from various departments
during the period of 09/15/2016-09/30/2016 for payment. All invoices were
reviewed for proper authorized approval by a department manager or
supervisor, prior to processing for payment. Finance Director Jacobs reviewed
the voucher register report, prior to the accounts payable checks being printed
and mailed.

FISCAL IMPACTS:

Budget Line Item: Various – across all departments and funds
Budget Line Item: _____
Budgeted Expenditure: Various – across all departments and funds
Budgeted Revenue: _____

STATUTORY REFERENCES:

Wisconsin Statute: 66.0607(4)
Administrative Code: _____
Municipal Code: _____
Judicial Ruling: _____

FURTHER REVIEW: No further review required at this time.

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
44234									
09/16	09/30/16	44234	20838	MCCULLOUGH, KENNEDY M	REIMB: 2016 RECE	REIMB: 2016 LIFEGUARD RE-CERTIFICATION	1	22-05-55420-157-000	50.00- V
Total 44234:									50.00-
44305									
09/16	09/23/16	44305	190	ABBY BANK	2013A SEP 16	9/26/16 PRIN PMT - 2013A G.O. NOTE	1	30-08-58149-612-000	87,000.00
09/16	09/23/16	44305	190	ABBY BANK	2013A SEP 16	9/26/16 INT PMT - 2013A G.O. NOTE	2	30-08-58349-622-000	8,644.32
Total 44305:									95,644.32
44306									
09/16	09/23/16	44306	250	ACE HARDWARE CENTER	302655 AUG16	INV# 149109: OILER ZOOM SPOUT (2)	1	60-03-53740-349-000	4.78
09/16	09/23/16	44306	250	ACE HARDWARE CENTER	306258 AUG16	INV# 148949: D CD4 & AA BATTERIES	1	10-01-51600-390-000	19.98
09/16	09/23/16	44306	250	ACE HARDWARE CENTER	306258 AUG16	INV# 149116: SCREW SPAX - SHOP USE	2	10-03-53310-353-000	5.59
09/16	09/23/16	44306	250	ACE HARDWARE CENTER	306258 AUG16	INV# 149132: GROUND RECEPTACLE - BRD RM PROJECTOR	3	10-01-51600-355-000	.59
09/16	09/23/16	44306	250	ACE HARDWARE CENTER	306258 AUG16	INV# 149132: RECEPTACLE WALL PLATE - BRD RM PROJECT	4	10-01-51600-355-000	.49
09/16	09/23/16	44306	250	ACE HARDWARE CENTER	306258 AUG16	INV# 149132: BOX SWITCH 3-1/2" - BRD RM PROJECTOR SCR	5	10-01-51600-355-000	4.49
09/16	09/23/16	44306	250	ACE HARDWARE CENTER	306258 AUG16	INV# 149137: CORD COVER KIT 12 PC - SHOP USE	6	10-03-53310-353-000	27.99
09/16	09/23/16	44306	250	ACE HARDWARE CENTER	306258 AUG16	INV# 149395: ORANGE SPRAYPAINT - INSPECTIONS	7	10-02-52400-390-000	11.98
09/16	09/23/16	44306	250	ACE HARDWARE CENTER	306258 AUG16	INV# 149562: AAA BATTERIES - OFFICE	8	10-01-51600-390-000	11.99
09/16	09/23/16	44306	250	ACE HARDWARE CENTER	306258 AUG16	INV# 149585: MAGNETIC CLIP NICKEL CD2 - OFFICE	9	10-01-51600-390-000	3.99
09/16	09/23/16	44306	250	ACE HARDWARE CENTER	306258 AUG16	INV# 149620: #15 PRIMER AND PAINT FOR TAILGATE	10	10-03-53310-353-000	33.97
09/16	09/23/16	44306	250	ACE HARDWARE CENTER	306274 AUG16	INV# 148456: AA & AAA BATTERIES FOR AQ CTR (1 PK OF EA	1	22-05-55420-390-000	23.38
09/16	09/23/16	44306	250	ACE HARDWARE CENTER	306274 AUG16	INV# 148670: ORTHO MX PITB KLR 32 OZ. (3)	2	10-05-55210-245-000	48.57
09/16	09/23/16	44306	250	ACE HARDWARE CENTER	306274 AUG16	INV# 148670: LARGE ANGLED BROOM	3	10-05-55210-390-000	10.79
09/16	09/23/16	44306	250	ACE HARDWARE CENTER	306274 AUG16	INV# 148670: HINGED PLUG 15A	4	10-05-55210-390-000	3.14
09/16	09/23/16	44306	250	ACE HARDWARE CENTER	306274 AUG16	INV# 149076: REPL FOR TEDDY PIKE'S MAILBOX	5	10-05-55210-390-000	17.99
09/16	09/23/16	44306	250	ACE HARDWARE CENTER	306274 AUG16	INV# 148804: CONNECTOR 7POLE RV BLADE	6	10-05-55210-242-000	7.19
09/16	09/23/16	44306	250	ACE HARDWARE CENTER	596114 AUG16	INV# 148340: RED MARKING PAINT (3) - LOCATING ELECTRIC	1	10-02-52400-390-000	19.47
09/16	09/23/16	44306	250	ACE HARDWARE CENTER	596114 AUG16	INV# 148340: GLUE CONTACT - LOCATING ELECTRICAL	2	10-02-52400-390-000	4.99
09/16	09/23/16	44306	250	ACE HARDWARE CENTER	596114 AUG16	INV# 148340: PAINTBRUSH 1" - LOCATING ELECTRICAL	3	10-02-52400-390-000	.79
09/16	09/23/16	44306	250	ACE HARDWARE CENTER	596114 AUG16	INV# 148639: CABLE RING 6" - CLEANING SUPPLIES	4	10-01-51600-344-000	2.99
09/16	09/23/16	44306	250	ACE HARDWARE CENTER	596114 AUG16	INV# 148639: 24 OZ BLEACH GEL - CLEANING SUPPLIES	5	10-01-51600-344-000	17.94
09/16	09/23/16	44306	250	ACE HARDWARE CENTER	596114 AUG16	INV# 148639: 1 GAL FLOOR CLEANER - CLEANING SUPPLIES	6	10-01-51600-344-000	51.96
Total 44306:									335.04
44307									
09/16	09/23/16	44307	20528	ADVANCED DISPOSAL SERVICES	D20000612913	R/R SERVICE: 90 GL CARTS (4054) AUG 2016	1	18-03-53620-297-000	28,986.10
09/16	09/23/16	44307	20528	ADVANCED DISPOSAL SERVICES	D20000612913	R/R SERVICE: 45 GL CARTS (676) AUG 2016	2	18-03-53620-297-000	4,488.64

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
09/16	09/23/16	44307	20528	ADVANCED DISPOSAL SERVICES	D20000612913	R/R SERVICE: RECYCLING PICK-UP (4725) AUG 2016	3	18-03-53635-297-000	9,591.75
09/16	09/23/16	44307	20528	ADVANCED DISPOSAL SERVICES	D20000612914	R/R SERVICE: 8YD CARDBOARD CONTAINER AUG 2016	1	18-03-53635-297-000	21.25
09/16	09/23/16	44307	20528	ADVANCED DISPOSAL SERVICES	D20000612914	R/R SERVICE: 10YD DUMPSTER AUG 2016	2	10-01-51600-297-000	105.00
09/16	09/23/16	44307	20528	ADVANCED DISPOSAL SERVICES	D20000612916	R/R SERVICE: KENNEDY PK - SEPT 2016	1	10-05-55210-297-000	35.00
09/16	09/23/16	44307	20528	ADVANCED DISPOSAL SERVICES	D20000612917	R/R SERVICE: YELLOWBANKS PARK - SEPT 2016	1	10-05-55210-297-000	35.00
Total 44307:									43,262.74
44308									
09/16	09/23/16	44308	370	AIRGAS USA LLC	9054939328	2029372: (2) ROLLS OF WELDING WIRE - 7100 ULTRA	1	10-03-53310-353-000	357.96
09/16	09/23/16	44308	370	AIRGAS USA LLC	9055211036	2029372 - MIG WELDING TIPS (2)	1	10-03-53310-353-000	17.06
09/16	09/23/16	44308	370	AIRGAS USA LLC	9055211037	2029372: MIG WELDING TIPS (10)	1	10-03-53310-353-000	18.50
09/16	09/23/16	44308	370	AIRGAS USA LLC	9938506846	2029372: TANK LEASE	1	10-03-53310-299-000	68.65
Total 44308:									462.17
44309									
09/16	09/23/16	44309	530	AMERICAN ASPHALT OF WISCONSIN	5300034730	THIN ASPHALT OVERLAYS (WESTON AVE-RIVER PINES-SAN	1	10-03-53310-236-000	92,895.72
09/16	09/23/16	44309	530	AMERICAN ASPHALT OF WISCONSIN	5300034731	MILITARY VALVE REPAIRS ASPHALT PATCH	1	60-03-53761-290-000	1,450.00
09/16	09/23/16	44309	530	AMERICAN ASPHALT OF WISCONSIN	5300034731	WESTON AVE PATCH FOR WATER MAIN BREAK	2	60-03-53761-290-000	1,710.00
Total 44309:									96,055.72
44310									
09/16	09/23/16	44310	19546	BSN SPORTS LLC	98214493	SOCCER NETS (2) - KELLYLAND PK	1	10-05-55210-390-000	444.58
Total 44310:									444.58
44311									
09/16	09/23/16	44311	2330	BUSINESS SERVICE CENTER INC	31WSD1-091916	ANSWERING SERVICE: 9/19-10/15/16	1	60-03-53780-290-000	40.75
09/16	09/23/16	44311	2330	BUSINESS SERVICE CENTER INC	31WSD1-091916	ANSWERING SERVICE: 9/19-10/15/16	2	61-03-53613-290-000	40.75
09/16	09/23/16	44311	2330	BUSINESS SERVICE CENTER INC	31WSD1-091916	ADD'L MINUTES: 8/22-9/18/16	3	60-03-53780-290-000	2.55
09/16	09/23/16	44311	2330	BUSINESS SERVICE CENTER INC	31WSD1-091916	ADD'L MINUTES: 8/22-9/18/16	4	61-03-53613-290-000	2.55
Total 44311:									86.60
44312									
09/16	09/23/16	44312	4400	CARDMEMBER SERVICE	0094 AUG16	8/24/16 FUND OF LOCAL GOVT: REG - BEHNKE	1	10-03-53310-157-000	150.00
09/16	09/23/16	44312	4400	CARDMEMBER SERVICE	0094 AUG16	8/24/16 FUND OF LOCAL GOVT: REG - BORTH	2	60-03-53780-157-000	150.00
09/16	09/23/16	44312	4400	CARDMEMBER SERVICE	0094 AUG16	8/24/16 FUND OF LOCAL GOVT: REG - DONNER	3	10-03-53100-157-000	150.00
09/16	09/23/16	44312	4400	CARDMEMBER SERVICE	0094 AUG16	8/24/16 FUND OF LOCAL GOVT: REG - SKRZYPCHAK	4	10-03-53310-157-000	150.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
09/16	09/23/16	44312	4400	CARDMEMBER SERVICE	0094 AUG16	8/24/16 FUND OF LOCAL GOVT: REG - WODALSKI	5	10-03-53170-157-000	150.00
09/16	09/23/16	44312	4400	CARDMEMBER SERVICE	0094 AUG16	8/24/16 FUND OF LOCAL GOVT: LUNCH - BEHNKE	6	10-03-53310-334-000	13.32
09/16	09/23/16	44312	4400	CARDMEMBER SERVICE	0094 AUG16	8/24/16 FUND OF LOCAL GOVT: LUNCH - BORTH	7	60-03-53780-334-000	13.32
09/16	09/23/16	44312	4400	CARDMEMBER SERVICE	0094 AUG16	8/24/16 FUND OF LOCAL GOVT: LUNCH - DONNER	8	10-03-53100-334-000	13.32
09/16	09/23/16	44312	4400	CARDMEMBER SERVICE	0094 AUG16	8/24/16 FUND OF LOCAL GOVT: LUNCH - SKRZYPCHAK	9	10-03-53310-334-000	13.31
09/16	09/23/16	44312	4400	CARDMEMBER SERVICE	0094 AUG16	8/24/16 FUND OF LOCAL GOVT: LUNCH - WODALSKI	10	10-03-53170-334-000	13.31
09/16	09/23/16	44312	4400	CARDMEMBER SERVICE	0094 AUG16	BARCODE SCANNER - FLORY	11	10-01-51440-310-000	71.00
09/16	09/23/16	44312	4400	CARDMEMBER SERVICE	0094 AUG16	(8) THERMAL PAPER ROLLS FOR VOTING MACH - ELECTION	12	10-01-51440-310-000	25.69
09/16	09/23/16	44312	4400	CARDMEMBER SERVICE	0094 AUG16	PARK EE - CPR TRAINING	13	10-00-46724-000-000	27.00
09/16	09/23/16	44312	4400	CARDMEMBER SERVICE	0094 AUG16	ELEC WORKER DINNER - PANERA	14	10-01-51440-310-000	212.83
09/16	09/23/16	44312	4400	CARDMEMBER SERVICE	0094 AUG16	ELEC WORKER LUNCH - JIMMY JOHNS	15	10-01-51440-310-000	180.41
09/16	09/23/16	44312	4400	CARDMEMBER SERVICE	0094 AUG16	LABELS FOR ABSENTEE BALLOTS - ELECTIONS	16	10-01-51440-310-000	101.45
09/16	09/23/16	44312	4400	CARDMEMBER SERVICE	0094 AUG16	CHECK SCANNER TONER (2)	17	10-01-51450-310-000	55.98
09/16	09/23/16	44312	4400	CARDMEMBER SERVICE	0094 AUG16	LEADERSHIP EXCELLENCE 2016-2017 (INV 114632) - GUILD	18	10-01-51410-325-000	2,675.00
09/16	09/23/16	44312	4400	CARDMEMBER SERVICE	0094 AUG16	LUNCH W/ HEIDI MILLER - GUILD	19	10-01-51410-335-000	40.00
09/16	09/23/16	44312	4400	CARDMEMBER SERVICE	0094 AUG16	LUNCH W/ HEIDI MILLER - GUILD	20	10-01-51410-335-000	11.13
09/16	09/23/16	44312	4400	CARDMEMBER SERVICE	0094 AUG16	WMCA CONF 8/17-8/19/16 LODGING - WEINKAUF	21	10-01-51420-336-000	164.00
09/16	09/23/16	44312	4400	CARDMEMBER SERVICE	0094 AUG16	WMCA CONF 8/17-8/19/16 LODGING - CHRISTIANSEN	22	10-01-51420-336-000	164.00
09/16	09/23/16	44312	4400	CARDMEMBER SERVICE	0094 AUG16	WMCA CONF 8/17-8/19/16 LODGING - MELISKA/FLORY	23	10-01-51420-336-000	164.00
09/16	09/23/16	44312	4400	CARDMEMBER SERVICE	0094 AUG16	TWO-POCKET PORTFOLIOS (2) - GUILD	24	10-01-51410-310-000	32.84
09/16	09/23/16	44312	4400	CARDMEMBER SERVICE	0094 AUG16	STORAGE CART FOR POLLING PLACES - ELECTIONS	25	10-01-51440-314-000	74.79
09/16	09/23/16	44312	4400	CARDMEMBER SERVICE	0094 AUG16	I VOTED STICKERS (ROLL OF 1000)	26	10-01-51440-310-000	60.85
Total 44312:									4,877.55
44313									
09/16	09/23/16	44313	20672	CARLSON DETTMANN CONSULTING	1544 ADDL CHGS	SAFER DISTRICT PROJECT: PMT 3 OF 3	1	10-02-52905-290-000	3,500.00
09/16	09/23/16	44313	20672	CARLSON DETTMANN CONSULTING	1544 ADDL CHGS	EMPD DISTRICT PROJECT: PMT 3 OF 3	2	10-02-52199-290-000	3,500.00
09/16	09/23/16	44313	20672	CARLSON DETTMANN CONSULTING	1873	AUG16 MILEAGE - BIDWELL	1	10-01-51410-290-000	61.56
09/16	09/23/16	44313	20672	CARLSON DETTMANN CONSULTING	1873	PAY-FOR-PERFORMANCE RETAINER: SEPT 2016	2	10-01-51430-290-000	2,500.00
Total 44313:									9,561.56
44314									
09/16	09/23/16	44314	21354	CARLSON, TANER	2016 EOY BONUS	AQ CTR YEAR-END BONUS	1	22-05-55420-139-000	100.00
Total 44314:									100.00
44315									
09/16	09/23/16	44315	2680	CENTURY FENCE COMPANY	16-10046-EZ	VOLKMAN ST PAVEMENT MARKINGS	1	10-03-53310-230-000	4,260.00

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Total 44315:									4,260.00
44316									
09/16	09/23/16	44316	20162	COCA-COLA REFRESHMENTS USA IN	31187158	0004069048: SODA MACHINE REPAIRS	1	10-01-51600-249-000	133.80
Total 44316:									133.80
44317									
09/16	09/23/16	44317	3330	COVANTAGE CREDIT UNION	2013B PMT 9/24/16	9/24/16 PRIN PMT - 2013B TAXABLE G.O. NOTE	1	30-08-58150-612-000	105,625.00
09/16	09/23/16	44317	3330	COVANTAGE CREDIT UNION	2013B PMT 9/24/16	9/24/16 INT PMT - 2013B TAXABLE G.O. NOTE	2	30-08-58350-622-000	12,747.23
Total 44317:									118,372.23
44318									
09/16	09/23/16	44318	3410	CTL COMPANY INC	S2065261.001	HAND SOAP (2 GALLONS) - PARKS	1	10-05-55210-390-000	33.68
09/16	09/23/16	44318	3410	CTL COMPANY INC	S2065261.001	60 GAL CAN LINERS (4 CASES) - PARKS	2	10-05-55210-390-000	272.04
09/16	09/23/16	44318	3410	CTL COMPANY INC	S2065261.001	BROWN 20-30 GAL LINERS (2 CASES) - AQ CTR	3	22-05-55420-344-000	120.50
09/16	09/23/16	44318	3410	CTL COMPANY INC	S2065261.001	60 GAL CAN LINERS (2 CASES) - AQ CTR	4	22-05-55420-344-000	136.02
09/16	09/23/16	44318	3410	CTL COMPANY INC	S2065261.002	PARA URINAL BLOCK 4 OZ (1 BOX)	1	22-05-55420-344-000	9.61
Total 44318:									571.85
44319									
09/16	09/23/16	44319	21343	DANINGER, ABIGAIL	SEC DEP REF 9/18/	YELLOWBANKS SHELTER #1 9/18/16 - SECURITY DEPOSIT R	1	10-00-23160-000-000	25.00
Total 44319:									25.00
44320									
09/16	09/23/16	44320	20835	DENK, MANNING M	2016 EOY BONUS	AQ CTR YEAR-END BONUS	1	22-05-55420-139-000	200.00
Total 44320:									200.00
44321									
09/16	09/23/16	44321	20479	DIAMOND MOWERS INC	0116592-IN	#61: ROLLER BEARING FLANGE (2)	1	63-03-53656-353-000	607.17
09/16	09/23/16	44321	20479	DIAMOND MOWERS INC	0116740-IN	#61: ROLLER STUB SHAFT (2)	1	63-03-53656-353-000	127.64
Total 44321:									734.81
44322									
09/16	09/23/16	44322	21347	DORNSTREICH, ASHLEY	SEC DEP REF 9/10/	KENNEDY PK SHELTER 9/10/16 - SECURITY DEPOSIT REFUN	1	10-00-23160-000-000	25.00

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Total 44322:									25.00
44323									
09/16	09/23/16	44323	4420	ELECTION SYSTEMS/SOFTWARE INC	983035	DS200 VOTING MACHINE RENTAL	1	10-01-51440-242-000	1,290.00
Total 44323:									1,290.00
44324									
09/16	09/23/16	44324	4490	EMC INSURANCE COMPANIES	D-67520681	BUILDINGS+CONTENTS INS	1	10-01-51540-511-000	1,732.85
09/16	09/23/16	44324	4490	EMC INSURANCE COMPANIES	D-67520681	CONTRACTORS EQUIP INS	2	10-01-51540-512-000	267.59
09/16	09/23/16	44324	4490	EMC INSURANCE COMPANIES	D-67520681	WORKERS COMP INS	3	70-01-51496-156-000	5,123.64
Total 44324:									7,124.08
44325									
09/16	09/23/16	44325	4610	ENVIROTECH EQUIPMENT	082816-2A	#4 SEWER VAC TRUCK PARTS	1	61-03-53606-241-000	445.49
09/16	09/23/16	44325	4610	ENVIROTECH EQUIPMENT	090216-23A	#4 SEWER VAC TRUCK PARTS	1	61-03-53606-241-000	446.92
Total 44325:									892.41
44326									
09/16	09/23/16	44326	4840	FAHRNER ASPHALT SEALERS LLC	36098	VOLKMAN ST MICROSURFACING	1	10-03-53310-236-000	12,345.85
Total 44326:									12,345.85
44327									
09/16	09/23/16	44327	4900	FARRELL EQUIPMENT & SUPPLY CO	INV0000000082670	SPRAY FOAM FOR INLET REPAIRS ON WINDSOR & LEYBUR	1	63-03-53655-371-000	25.97
Total 44327:									25.97
44328									
09/16	09/23/16	44328	21351	FELCH, SAVANNAH	2016 EOY BONUS	AQ CTR YEAR-END BONUS	1	22-05-55420-139-000	200.00
Total 44328:									200.00
44329									
09/16	09/23/16	44329	20024	FRONTIER	241-7732 SEPT16	RYAN ST L/S: 9/4-10/3/16	1	61-03-53610-225-000	50.64
09/16	09/23/16	44329	20024	FRONTIER	355-0054 SEPT16	EVERGREEN POINTE L/S: 9/4-10/3/16	1	61-03-53610-225-000	51.06
09/16	09/23/16	44329	20024	FRONTIER	355-4506 SEPT16	COLLEEN L/S: 9/16-10/15/16	1	61-03-53610-225-000	53.88
09/16	09/23/16	44329	20024	FRONTIER	355-5287 SEPT16	HARLYN L/S: 9/10-10/9/16	1	61-03-53610-225-000	53.88

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Total 44329:									209.46
44330									
09/16	09/23/16	44330	5720	G & K SERVICES	1051092 AUG16	RUGS	1	10-01-51600-290-000	212.66
09/16	09/23/16	44330	5720	G & K SERVICES	1051092 AUG16	PAPER PRODUCTS & AIR FRESHENER	2	10-01-51600-344-000	128.52
09/16	09/23/16	44330	5720	G & K SERVICES	1051092 AUG16	HAND SOAP/SHOP RAGS/TOWELS/ETC	3	10-03-53310-344-000	522.20
09/16	09/23/16	44330	5720	G & K SERVICES	1051092 AUG16	UNIFORM MAINT STREETS	4	10-03-53310-346-000	199.24
09/16	09/23/16	44330	5720	G & K SERVICES	1051092 AUG16	UNIFORM MAINT WATER	5	60-03-53780-346-000	51.40
Total 44330:									1,114.02
44331									
09/16	09/23/16	44331	20417	GUILD, DANIEL	MTG REIMB SEPT1	MEETING MEAL 9/8/16 - LOG CABIN	1	10-01-51410-335-000	44.00
09/16	09/23/16	44331	20417	GUILD, DANIEL	MTG REIMB SEPT1	MEETING MEAL 9/9/16 - BASIL	2	10-01-51410-335-000	18.00
09/16	09/23/16	44331	20417	GUILD, DANIEL	MTG REIMB SEPT1	MEETING MEAL 9/14/16 - JALAPENOS	3	10-01-51410-335-000	11.00
09/16	09/23/16	44331	20417	GUILD, DANIEL	MTG REIMB SEPT1	MEETING MEAL 9/19/16 - JALAPENOS	4	10-01-51410-335-000	28.00
Total 44331:									101.00
44332									
09/16	09/23/16	44332	21352	HAGENBUCHER, JORDAN	2016 EOY BONUS	AQ CTR YEAR-END BONUS	1	22-05-55420-139-000	200.00
Total 44332:									200.00
44333									
09/16	09/23/16	44333	21344	JENSEN, REBECCA	SEC DEP REF 9/10/	YELLOWBANKS SHELTER #1 9/10/16 - SECURITY DEPOSIT R	1	10-00-23160-000-000	25.00
Total 44333:									25.00
44334									
09/16	09/23/16	44334	21345	JOHNSON, ALISON	SEC DEP REF 9/17/	KENNEDY PARK HALL 9/17/16 - SECURITY DEPOSIT REFUND	1	10-00-23160-000-000	50.00
Total 44334:									50.00
44335									
09/16	09/23/16	44335	20580	KIMBALL MIDWEST	5130666	AIR COUPLER RELEASE	1	10-03-53310-353-000	144.28
Total 44335:									144.28

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44336	09/16	09/23/16	44336	21356	KRUEGER, ANNE	2016 EOY BONUS	AQ CTR YEAR-END BONUS	1	22-05-55420-139-000	100.00
Total 44336:									100.00	
44337	09/16	09/23/16	44337	20648	KUBISIAK, COLE E	2016 EOY BONUS	AQ CTR YEAR-END BONUS	1	22-05-55420-139-000	200.00
Total 44337:									200.00	
44338	09/16	09/23/16	44338	21314	LYGA, EMILY L	2016 EOY BONUS	AQ CTR YEAR-END BONUS	1	22-05-55420-139-000	200.00
Total 44338:									200.00	
44339	09/16	09/23/16	44339	9920	MARATHON COUNTY TREASURER	CC TAX PMTS JUL 7/24	CC TAX PMT #192-2808-084-0963	1	10-00-12110-000-000	3,181.00
09/16	09/23/16	44339	9920	MARATHON COUNTY TREASURER	CC TAX PMTS JUL 7/22	CC TAX PMT #192-2808-322-0182	2	10-00-12110-000-000	2,120.00	
09/16	09/23/16	44339	9920	MARATHON COUNTY TREASURER	CC TAX PMTS JUL 7/27	CC TAX PMT #192-2808-231-0958	3	10-00-12110-000-000	2,087.00	
09/16	09/23/16	44339	9920	MARATHON COUNTY TREASURER	CC TAX PMTS JUL 7/29	CC TAX PMT #192-2808-174-0946	4	10-00-12110-000-000	854.00	
09/16	09/23/16	44339	9920	MARATHON COUNTY TREASURER	CC TAX PMTS JUL 7/31	CC TAX PMT #192-2808-191-0128	5	10-00-12110-000-000	1,469.00	
09/16	09/23/16	44339	9920	MARATHON COUNTY TREASURER	CC TAX PMTS JUL 8/03	CC TAX PMT #192-2808-323-0066	6	10-00-12110-000-000	1,223.00	
Total 44339:									10,934.00	
44340	09/16	09/23/16	44340	20838	MCCULLOUGH, KENNEDY M	2016 EOY BONUS	AQ CTR YEAR-END BONUS	1	22-05-55420-139-000	200.00
Total 44340:									200.00	
44341	09/16	09/23/16	44341	20623	MDROFFERS CONSULTING LLC	201608010	MDROFFERS WO# 11 - CREATION OF RM ZONING DISTRICT	1	10-06-56930-219-000	1,200.00
09/16	09/23/16	44341	20623	MDROFFERS CONSULTING LLC	201608011	EC RIVER TRAIL PLAN WO# 6	1	42-07-57627-215-000	90.00	
09/16	09/23/16	44341	20623	MDROFFERS CONSULTING LLC	201608012	MDROFFERS WO#8 - 2016 COMP PLAN UPDATE	1	10-06-56930-219-000	2,667.50	
Total 44341:									3,957.50	
44342	09/16	09/23/16	44342	10150	MEVERDEN MATERIALS INC	8/4-8/12/16 GRANIT	SCREENED GRANITE FOR SHOULDERING: 414.84 TONS - 8/4	1	10-03-53310-237-000	1,617.88

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Total 44342:									1,617.88
44343									
09/16	09/23/16	44343	10150	MEVERDEN MATERIALS INC	8/19/16 GRANITE	8/19/16 - SCREENED GRANITE FOR SHOULDERING: 137.63 T	1	10-03-53310-237-000	536.76
Total 44343:									536.76
44344									
09/16	09/23/16	44344	21091	MILLER, ALEX J	2016 EOY BONUS	AQ CTR YEAR-END BONUS	1	22-05-55420-139-000	200.00
Total 44344:									200.00
44345									
09/16	09/23/16	44345	21224	MI-TECH SERVICES INC	32027611	LANDFILL MONITORING: GES O&M - 8/1-8/28/16	1	18-03-53631-215-000	1,610.21
Total 44345:									1,610.21
44346									
09/16	09/23/16	44346	21355	NELSON, JONATHAN	2016 EOY BONUS	AQ CTR YEAR-END BONUS	1	22-05-55420-139-000	100.00
Total 44346:									100.00
44347									
09/16	09/23/16	44347	21106	NINNEMANN, KYLE	2016 EOY BONUS	AQ CTR YEAR-END BONUS	1	22-05-55420-139-000	100.00
Total 44347:									100.00
44348									
09/16	09/23/16	44348	21310	POLISHED PEN LLC, THE	2503	EDIT: SEPT/OCT 2016 NEWSLETTER	1	10-06-56945-290-000	438.75
Total 44348:									438.75
44349									
09/16	09/23/16	44349	19819	RC PAVERS ASPHALT PAVING LLC	8/31/16 #713	ASPHALT FOR ERIC ST PATCHING (#713)	1	10-03-53310-236-000	816.00
Total 44349:									816.00
44350									
09/16	09/23/16	44350	21237	RIB MOUNTAIN CYCLES	220000070393	INNER-TUBE FOR SKERVEN'S BIKE	1	60-03-53770-349-000	14.00

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Total 44350:									14.00
44351									
09/16	09/23/16	44351	13530	RIB MT METRO SEWERAGE DISTRICT	9/2016	O&M DUE: AUG 2016	1	61-03-53610-227-000	66,457.31
Total 44351:									66,457.31
44352									
09/16	09/23/16	44352	13580	RIISER ENERGY	9900 AUG16	FUEL: BLDG INSP - AUG 2016	1	10-02-52400-351-000	191.59
09/16	09/23/16	44352	13580	RIISER ENERGY	9900 AUG16	FUEL: ENG DEPT - AUG 2016	2	10-03-53100-351-000	24.15
09/16	09/23/16	44352	13580	RIISER ENERGY	9900 AUG16	FUEL: STREET DEPT - AUG 2016	3	10-03-53310-351-000	2,948.31
09/16	09/23/16	44352	13580	RIISER ENERGY	9900 AUG16	FUEL: CLERK - AUG 2016	4	10-01-51420-351-000	24.61
09/16	09/23/16	44352	13580	RIISER ENERGY	9900 AUG16	FUEL: SEWER - AUG 2016	5	61-03-53610-351-000	235.75
09/16	09/23/16	44352	13580	RIISER ENERGY	9900 AUG16	FUEL: WATER - AUG 2016	6	60-03-53780-351-000	987.19
09/16	09/23/16	44352	13580	RIISER ENERGY	9900 AUG16	FUEL: PARKS - AUG 2016	7	10-05-55210-351-000	834.27
09/16	09/23/16	44352	13580	RIISER ENERGY	9900 AUG16	FUEL: METRO - AUG 2016	8	10-00-14510-000-000	3,368.29
09/16	09/23/16	44352	13580	RIISER ENERGY	9900 AUG16	FUEL: HOLDING ACCT - AUG 2016	9	10-00-21001-000-000	1,550.80
09/16	09/23/16	44352	13580	RIISER ENERGY	9900 AUG16	FUEL: R/R DEPT - AUG 2016	10	18-03-53637-351-000	35.88
Total 44352:									10,200.84
44353									
09/16	09/23/16	44353	13830	ROTHSCHILD WATERWORKS	000-1018-00 SEPT1	PURCHASED WATER: 11/23/15-9/12/16	1	60-03-53710-220-000	4,980.00
Total 44353:									4,980.00
44354									
09/16	09/23/16	44354	20839	SANCHEZ, DARREN D	2016 EOY BONUS	AQ CTR YEAR-END BONUS	1	22-05-55420-139-000	200.00
Total 44354:									200.00
44355									
09/16	09/23/16	44355	21348	SANTANDER LEASING LLC	1864613	MINI EXCAVATOR - LEASE PMT #1	1	10-03-53310-299-000	1,663.81
09/16	09/23/16	44355	21348	SANTANDER LEASING LLC	1864613	MINI EXCAVATOR - LEASE PMT #1	2	60-03-53761-290-000	1,663.81
09/16	09/23/16	44355	21348	SANTANDER LEASING LLC	1864613	MINI EXCAVATOR - LEASE PMT #1	3	61-03-53603-251-000	1,663.81
09/16	09/23/16	44355	21348	SANTANDER LEASING LLC	1864613	MINI EXCAVATOR - LEASE PMT #1	4	63-03-53655-290-000	1,663.80
Total 44355:									6,655.23

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44356									
09/16	09/23/16	44356	19978	SCAFFIDI MOTORS INC	33591	FUEL FILTER WRENCH FOR MACK TRUCKS	1	10-03-53310-349-000	15.61
09/16	09/23/16	44356	19978	SCAFFIDI MOTORS INC	33650	INV# 33591: FUEL FILTER WRENCH RETURN	1	10-03-53310-349-000	15.61-
09/16	09/23/16	44356	19978	SCAFFIDI MOTORS INC	33651	INV# 32222: FILTER WRENCH RETURN	1	10-03-53310-353-000	29.93-
09/16	09/23/16	44356	19978	SCAFFIDI MOTORS INC	34455	CAB AIR FILTERS FOR MACK TRUCKS (2)	1	10-03-53310-353-000	26.20
09/16	09/23/16	44356	19978	SCAFFIDI MOTORS INC	34455	DEF FLUID FOR ALL DEF TANKS (10)	2	10-03-53310-353-000	80.00
Total 44356:									76.27
44357									
09/16	09/23/16	44357	14610	SCOTT'S ENTERPRISES RINGLE LLC	15016	LAWN MOWING: 3711 MICHAEL DR 8/31/16	1	10-00-13611-000-000	83.75
09/16	09/23/16	44357	14610	SCOTT'S ENTERPRISES RINGLE LLC	15017	LAWN MOWING: 6806 LANG DR 8/31/16	1	10-00-13611-000-000	127.50
09/16	09/23/16	44357	14610	SCOTT'S ENTERPRISES RINGLE LLC	15084	LAWN MOWING: 4909 ROSS AVE 9/13/16	1	10-00-13611-000-000	87.50
Total 44357:									298.75
44358									
09/16	09/23/16	44358	21349	SLOMA, KRISSY	SEC DEP REF 9/10/	SANDHILL PK 9/10/16 - SECURITY DEPOSIT REFUND	1	10-00-23160-000-000	25.00
Total 44358:									25.00
44359									
09/16	09/23/16	44359	21254	STROIK, DONNA	CONF REIMB SEP	CIVIC SYMPOSIUM 9/15-9/16/16: MEAL/MILEAGE REIMB FOR	1	10-01-51520-334-000	165.19
09/16	09/23/16	44359	21254	STROIK, DONNA	CONF REIMB SEP	CIVIC SYMPOSIUM 9/15-9/16/16: HOTEL SALES TAX REFUND	2	10-01-51520-336-000	26.24-
Total 44359:									138.95
44360									
09/16	09/23/16	44360	21350	TIDD, JASON	SEC DEP REF 9/17/	YELLOWBANKS PK 9/17/16 - SECURITY DEPOSIT REFUND	1	10-00-23160-000-000	25.00
Total 44360:									25.00
44361									
09/16	09/23/16	44361	21229	TRITTIN, JENNA	CONF REIMB SEP	CIVIC SYMPOSIUM 9/16/16 - MEAL REIMB (STROIK & TRITTI	1	10-01-51520-334-000	25.00
Total 44361:									25.00
44362									
09/16	09/23/16	44362	21353	VANG, DORINA	2016 EOY BONUS	AQ CTR YEAR-END BONUS	1	22-05-55420-139-000	200.00

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Total 44362:									200.00
44363									
09/16	09/23/16	44363	21346	VONG, LEE	SEC DEP REF 9/17/	MACHMUELLER PK SHELTER 9/17/16 - SECURITY DEPOSIT R	1	10-00-23160-000-000	25.00
Total 44363:									25.00
44364									
09/16	09/23/16	44364	21319	WESTFALL, RYLIE J	2016 EOY BONUS	AQ CTR YEAR-END BONUS	1	22-05-55420-139-000	200.00
Total 44364:									200.00
44365									
09/16	09/23/16	44365	19070	WI STATE LABORATORY OF HYGIENE	471447	FLUORIDE TESTING: AUG 2016	1	60-03-53730-294-000	25.00
Total 44365:									25.00
44366									
09/16	09/27/16	44366	310	AFLAC	685246	PAYROLLS: AUG 2016	1	10-00-21560-000-000	251.24
Total 44366:									251.24
44367									
09/16	09/27/16	44367	19843	DIVERSIFIED BENEFIT SERVICES	226726	FLEX ADMIN FEES (11) - AUG 2016	1	10-01-51430-163-000	69.39
09/16	09/27/16	44367	19843	DIVERSIFIED BENEFIT SERVICES	226726	FLEX ADMIN FEES (5) - AUG 2016	2	10-00-14510-000-000	31.54
Total 44367:									100.93
44368									
09/16	09/27/16	44368	21187	GROUP HEALTH COOPERATIVE	OCT 2016	Steve Meilahn	1	70-01-51493-154-000	464.27
09/16	09/27/16	44368	21187	GROUP HEALTH COOPERATIVE	OCT 2016	SAFER Family HMO (6)	2	70-00-21530-000-000	1,044.61
09/16	09/27/16	44368	21187	GROUP HEALTH COOPERATIVE	OCT 2016	SAFER Family HMO (6)	3	70-01-51493-154-000	5,919.47
09/16	09/27/16	44368	21187	GROUP HEALTH COOPERATIVE	OCT 2016	SAFER Family HSA (2)	4	70-00-21530-000-000	569.84
09/16	09/27/16	44368	21187	GROUP HEALTH COOPERATIVE	OCT 2016	SAFER Family HSA (2)	5	70-01-51493-154-000	1,973.16
09/16	09/27/16	44368	21187	GROUP HEALTH COOPERATIVE	OCT 2016	SAFER Single HMO (1)	6	70-00-21530-000-000	113.97
09/16	09/27/16	44368	21187	GROUP HEALTH COOPERATIVE	OCT 2016	SAFER Single HSA (1)	7	70-01-51493-154-000	394.63
09/16	09/27/16	44368	21187	GROUP HEALTH COOPERATIVE	OCT 2016	Metro Family HMO (18)	8	70-00-21530-000-000	3,133.84
09/16	09/27/16	44368	21187	GROUP HEALTH COOPERATIVE	OCT 2016	Metro Family HMO (18)	9	70-01-51493-154-000	17,758.40
09/16	09/27/16	44368	21187	GROUP HEALTH COOPERATIVE	OCT 2016	Metro Single HMO (3)	10	70-00-21530-000-000	208.92
09/16	09/27/16	44368	21187	GROUP HEALTH COOPERATIVE	OCT 2016	Metro Single HMO (3)	11	70-01-51493-154-000	1,183.89

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09/16	09/27/16	44368	21187	GROUP HEALTH COOPERATIVE	OCT 2016	Village Family HMO (17)	12	70-00-21530-000-000	2,959.73
09/16	09/27/16	44368	21187	GROUP HEALTH COOPERATIVE	OCT 2016	Village Family HMO (17)	13	70-01-51493-154-000	16,771.83
09/16	09/27/16	44368	21187	GROUP HEALTH COOPERATIVE	OCT 2016	Village Single HMO (8)	14	70-00-21530-000-000	557.12
09/16	09/27/16	44368	21187	GROUP HEALTH COOPERATIVE	OCT 2016	Village Single HMO (8)	15	70-01-51493-154-000	3,157.04
Total 44368:									56,210.72
44369									
09/16	09/27/16	44369	12810	LEGALSHIELD	0114583 AUG16	DUES: AUG 2016 - DIETSCHKE, JACOBS, LENHARD, SKRZYPC	1	10-00-21566-000-000	140.50
Total 44369:									140.50
44370									
09/16	09/27/16	44370	10520	SECURIAN FINANCIAL GROUP INC	METRO OCT 2016	METRO PREMIUM: OCT 2016	1	70-01-51495-155-000	254.52
09/16	09/27/16	44370	10520	SECURIAN FINANCIAL GROUP INC	METRO OCT 2016	METRO PREMIUM: OCT 2016	2	70-00-21531-000-000	489.80
09/16	09/27/16	44370	10520	SECURIAN FINANCIAL GROUP INC	SAFER OCT 2016	SAFER PREMIUM: OCT 2016	1	70-01-51495-155-000	44.57
09/16	09/27/16	44370	10520	SECURIAN FINANCIAL GROUP INC	SAFER OCT 2016	SAFER PREMIUM: OCT 2016	2	70-00-21531-000-000	77.01
09/16	09/27/16	44370	10520	SECURIAN FINANCIAL GROUP INC	VOW OCT 2016	VOW PREMIUM: OCT 2016	1	70-01-51495-155-000	352.79
09/16	09/27/16	44370	10520	SECURIAN FINANCIAL GROUP INC	VOW OCT 2016	VOW PREMIUM: OCT 2016	2	70-00-21531-000-000	533.62
Total 44370:									1,752.31
44371									
09/16	09/27/16	44371	990	MMG EMPLOYER SOLUTIONS	118947	EAP 2ND QTR (VOW 36)	1	70-01-51492-154-000	225.00
Total 44371:									225.00
44372									
09/16	09/30/16	44372	20081	ASSOCIATED TRUST COMPANY	5056565	2007A CDA ESCROW FEES TO 8/31/2016	1	27-08-58401-551-000	513.00
09/16	09/30/16	44372	20081	ASSOCIATED TRUST COMPANY	5056566	2007B CDA ESCROW FEES TO 8/31/2016	1	27-08-58401-551-000	513.00
Total 44372:									1,026.00
44373									
09/16	09/30/16	44373	2500	CARQUEST AUTO PARTS	2763-279364	#61: FILTERS	1	63-03-53655-390-000	260.86
09/16	09/30/16	44373	2500	CARQUEST AUTO PARTS	2763-279802	BLADE SOCKET	1	10-03-53310-353-000	13.79
09/16	09/30/16	44373	2500	CARQUEST AUTO PARTS	2763-279803	TIRE GAUGES	1	10-03-53310-353-000	53.50
09/16	09/30/16	44373	2500	CARQUEST AUTO PARTS	2763-279805	TIRE GAUGE RETURNS	1	10-03-53310-353-000	14.38-
09/16	09/30/16	44373	2500	CARQUEST AUTO PARTS	2763-279945	AIR FILTER RETURNS	1	10-03-53310-353-000	72.61-
09/16	09/30/16	44373	2500	CARQUEST AUTO PARTS	2763-280016	FUEL FILTERS	1	18-03-53635-353-000	7.42
09/16	09/30/16	44373	2500	CARQUEST AUTO PARTS	2763-280019	#100: FILTERS	1	18-03-53635-353-000	90.48

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09/16	09/30/16	44373	2500	CARQUEST AUTO PARTS	2763-280048	LATEX GLOVES - SHOP	1	10-03-53310-353-000	17.59
Total 44373:									356.65
44374									
09/16	09/30/16	44374	20050	COMPLETE OFFICE OF WISCONSIN	649975	(2) TONER - FINANCE DEPT	1	10-01-51520-310-000	191.46
09/16	09/30/16	44374	20050	COMPLETE OFFICE OF WISCONSIN	649975	RUBBERBANDS/LETTER OPENERS (2)/DUCT TAPE/CALC RIB	2	10-01-51450-310-000	46.08
Total 44374:									237.54
44375									
09/16	09/30/16	44375	3220	CONTROL CONCEPTS TECH	445352-001	#15: AIR DRYER SEALS	1	10-03-53310-353-000	9.79
09/16	09/30/16	44375	3220	CONTROL CONCEPTS TECH	445800-001	#25: AIR LINE FITTING	1	10-03-53310-353-000	8.39
09/16	09/30/16	44375	3220	CONTROL CONCEPTS TECH	446054-001	#26: AIR SEAT GRADER	1	10-03-53310-353-000	25.39
Total 44375:									43.57
44376									
09/16	09/30/16	44376	3450	CUMMINS NPOWER LLC	809-57907	GENERATOR MAINT - FIRE STATION #2	1	10-02-52199-355-000	776.04
Total 44376:									776.04
44377									
09/16	09/30/16	44377	19613	DC EVEREST JUNIOR HIGH SCHOOL	RESTITUTION CB	RESTITUTION: CAMERON BURGARD - CIT# BR80C9H5K8	1	10-00-45111-000-000	100.00
09/16	09/30/16	44377	19613	DC EVEREST JUNIOR HIGH SCHOOL	RESTITUTION TT A	RESTITUTION: TITAN THOMPSON - CIT# BR80C9H5K7	1	10-00-45111-000-000	100.85
Total 44377:									200.85
44378									
09/16	09/30/16	44378	7180	DEX MEDIA LLC	610029047954	ADVERTISING CONTRACT: SEPT 2016	1	10-01-51450-326-000	42.25
Total 44378:									42.25
44379									
09/16	09/30/16	44379	20128	EHLERS & ASSOCIATES	71585	7/22-8/31/16 PREP FOR WATER RATE STUDY	1	60-03-53780-290-912	2,112.50
Total 44379:									2,112.50
44380									
09/16	09/30/16	44380	20307	FRAAZA ROCKS & SAND	2327	MULCH FOR LANDSCAPE 7/5-7/8/16 - 125 YDS	1	10-05-55210-365-000	1,875.00

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Total 44380:									1,875.00
44381									
09/16	09/30/16	44381	20024	FRONTIER	241-7946 SEPT16	POOL PHONES: 9/16-10/15/16	1	22-05-55420-225-000	91.35
Total 44381:									91.35
44382									
09/16	09/30/16	44382	20526	JERRY'S CLEANING	SEPT 2016	CLEANING SERVICES: SEPT 2016	1	10-01-51600-216-000	600.00
Total 44382:									600.00
44383									
09/16	09/30/16	44383	9200	LONDERVILLE STEEL ENTERPRISES	443280	PLATES FOR PARK BENCH	1	10-05-55210-390-000	95.15
Total 44383:									95.15
44384									
09/16	09/30/16	44384	20505	LOR, MAI YANG	F/M TOKENS: SEP	F/M TOKENS - DEBIT	1	10-06-56940-349-000	25.00
09/16	09/30/16	44384	20505	LOR, MAI YANG	F/M TOKENS: SEP	F/M TOKENS - EBT	2	10-06-56940-349-000	28.00
Total 44384:									53.00
44385									
09/16	09/30/16	44385	21072	MAILFINANCE	N6126838	POSTAGE METER LEASE: 7/12-10/11/16	1	10-01-51450-281-000	215.88
09/16	09/30/16	44385	21072	MAILFINANCE	N6126838	POSTAGE METER LEASE: 7/12-10/11/16	2	60-03-53771-281-000	107.94
09/16	09/30/16	44385	21072	MAILFINANCE	N6126838	POSTAGE METER LEASE: 7/12-10/11/16	3	61-03-53612-281-000	107.94
Total 44385:									431.76
44386									
09/16	09/30/16	44386	9850	MARATHON COUNTY LANDFILL	513597	CLEAN-UP FROM GRAND AVE FOR SCHOFIELD	1	61-00-13611-000-000	72.24
Total 44386:									72.24
44387									
09/16	09/30/16	44387	9910	MARATHON COUNTY TREASURER	AUG 2016	JAIL SURCHARGES: AUG 2016	1	10-00-45111-000-000	953.90
09/16	09/30/16	44387	9910	MARATHON COUNTY TREASURER	AUG 2016	DRIVER IMPROVEMENT SURCHARGES: AUG 2016	2	10-00-45111-000-000	369.90

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Total 44387:									1,323.80
44388									
09/16	09/30/16	44388	9900	MARATHON CTY REGISTER OF DEED	2016-143	RECORD CROP LEASE AGREEMENT - ZOGATA (FARMER)	1	40-07-57334-821-000	30.00
Total 44388:									30.00
44389									
09/16	09/30/16	44389	20838	MCCULLOUGH, KENNEDY M	REIMB: 2016 RECE	REIMB: 2016 LIFEGUARD RE-CERTIFICATION	1	22-05-55420-157-000	50.00
Total 44389:									50.00
44390									
09/16	09/30/16	44390	10650	MONTAGE ENTERPRISES INC	50028	#61: ALAMO MOWER CUTTER SHAFT & BEARINGS	1	63-03-53656-353-000	249.70
Total 44390:									249.70
44391									
09/16	09/30/16	44391	19860	NORTHERN LAKE SERVICE INC	302411	WATER TESTING: 8/31/16	1	60-03-53730-294-000	216.00
Total 44391:									216.00
44392									
09/16	09/30/16	44392	11550	NORTHWAY COMMUNICATIONS INC	INV 102311	WEATHER SIREN SVC CALL - FUST & TOWNLINE	1	10-00-14410-000-000	150.00
Total 44392:									150.00
44393									
09/16	09/30/16	44393	11920	OLE'S FULL SERVICE MOBILE	2778	REPAIRS TO COURT/TOWN ENTRY DOOR LOCK	1	10-00-14530-000-000	192.50
Total 44393:									192.50
44394									
09/16	09/30/16	44394	18080	PETTY CASH, VILLAGE OF WESTON	JUN-SEPT 2016	6/10/16: COFFEE/CUPS - OFFICE	1	10-01-51450-390-000	30.23
09/16	09/30/16	44394	18080	PETTY CASH, VILLAGE OF WESTON	JUN-SEPT 2016	6/13/16: PC SPEAKERS - AQ CTR	2	22-05-55420-390-000	12.22
09/16	09/30/16	44394	18080	PETTY CASH, VILLAGE OF WESTON	JUN-SEPT 2016	6/15/16: ICE FOR WATER SAMPLES - UTILITIES	3	60-03-53740-399-000	1.99
09/16	09/30/16	44394	18080	PETTY CASH, VILLAGE OF WESTON	JUN-SEPT 2016	6/20/16: CLEAR BAGS (10) - COMM MEMBER BASKETS	4	10-01-51101-390-000	13.61
09/16	09/30/16	44394	18080	PETTY CASH, VILLAGE OF WESTON	JUN-SEPT 2016	6/29/16: COFFEE/CUPS - OFFICE	5	10-01-51450-390-000	22.13
09/16	09/30/16	44394	18080	PETTY CASH, VILLAGE OF WESTON	JUN-SEPT 2016	6/29/16: MDROFFERS MTG LUNCH - BLIGHT STUDY TOUR	6	10-06-56900-335-000	31.38
09/16	09/30/16	44394	18080	PETTY CASH, VILLAGE OF WESTON	JUN-SEPT 2016	7/10/16: FUEL - BORTH	7	60-03-53766-351-000	30.00

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09/16	09/30/16	44394	18080	PETTY CASH, VILLAGE OF WESTON	JUN-SEPT 2016	7/11-9/20/16: FUNDS BORROWED BY GUILD	8	10-00-13802-000-000	25.00
09/16	09/30/16	44394	18080	PETTY CASH, VILLAGE OF WESTON	JUN-SEPT 2016	7/12/16: CARD	9	10-01-51450-390-000	1.06
09/16	09/30/16	44394	18080	PETTY CASH, VILLAGE OF WESTON	JUN-SEPT 2016	7/12/16: DUAL HARD DRIVE DOCKING STATION - CROWE	10	10-01-51450-390-000	48.52
09/16	09/30/16	44394	18080	PETTY CASH, VILLAGE OF WESTON	JUN-SEPT 2016	7/17/16: #88 VAN FUEL - DIETSCH	11	60-03-53766-351-000	30.30
09/16	09/30/16	44394	18080	PETTY CASH, VILLAGE OF WESTON	JUN-SEPT 2016	8/02/16: COFFEE/FOOD/PLATES - OFFICE	12	10-01-51450-390-000	35.08
09/16	09/30/16	44394	18080	PETTY CASH, VILLAGE OF WESTON	JUN-SEPT 2016	8/02/16: FOOD - AUG ALL STAFF MTG	13	10-01-51450-390-000	21.25
09/16	09/30/16	44394	18080	PETTY CASH, VILLAGE OF WESTON	JUN-SEPT 2016	8/05/16: BINDERS - ELECTIONS	14	10-01-51440-310-000	13.70
09/16	09/30/16	44394	18080	PETTY CASH, VILLAGE OF WESTON	JUN-SEPT 2016	8/17/16: CLERK CONF LUNCH - RHONDA/SHERRY/SARAH/HE	15	10-01-51420-334-000	25.00
09/16	09/30/16	44394	18080	PETTY CASH, VILLAGE OF WESTON	JUN-SEPT 2016	8/17/16: COFFEE/CUPS - OFFICE	16	10-01-51450-390-000	33.44
09/16	09/30/16	44394	18080	PETTY CASH, VILLAGE OF WESTON	JUN-SEPT 2016	8/29/16: COFFEE - OFFICE	17	10-01-51450-390-000	4.94
09/16	09/30/16	44394	18080	PETTY CASH, VILLAGE OF WESTON	JUN-SEPT 2016	8/30/16: ICE FOR WATER SAMPLES - UTILITIES	18	60-03-53740-399-000	1.99
09/16	09/30/16	44394	18080	PETTY CASH, VILLAGE OF WESTON	JUN-SEPT 2016	9/13/16: COFFEE/PLATES/SPOONS - OFFICE	19	10-01-51450-390-000	29.84
09/16	09/30/16	44394	18080	PETTY CASH, VILLAGE OF WESTON	JUN-SEPT 2016	9/20/16: COFFEE - OFFICE	20	10-01-51450-390-000	5.99
Total 44394:									417.67
44395									
09/16	09/30/16	44395	21177	PICK N SAVE	RESTITUTION AUG	RESTITUTION: KATHY COMBS - CIT# BR80CR2KRG	1	10-00-45111-000-000	100.00
Total 44395:									100.00
44396									
09/16	09/30/16	44396	19838	RHYME BUSINESS PRODUCTS LLC	AR92404	MONTHLY COLOR USAGE: 8/11-9/10/16	1	10-01-51450-280-000	473.63
09/16	09/30/16	44396	19838	RHYME BUSINESS PRODUCTS LLC	AR92404	MONTHLY B&W USAGE: 8/11-9/10/16	2	10-01-51450-280-000	114.07
Total 44396:									587.70
44397									
09/16	09/30/16	44397	19978	SCAFFIDI MOTORS INC	35532	WINTER WIPER BLADES (20)	1	10-03-53312-353-000	75.00
Total 44397:									75.00
44398									
09/16	09/30/16	44398	14430	SCHOFIELD, CITY OF	AUG 2016	ALLOCATED TOTALS TO MUNICIPALITY: AUG 2016	1	10-00-24425-000-000	3,307.96
Total 44398:									3,307.96
44399									
09/16	09/30/16	44399	19836	SCOTT CONSTRUCTION INC.	12785	CHIP SEALING OF VARIOUS STREETS	1	10-03-53310-236-000	64,263.21

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Total 44399:									64,263.21
44400									
09/16	09/30/16	44400	14610	SCOTT'S ENTERPRISES RINGLE LLC	15028	LAWN MOWING: WELLS/WATER TOWERS/LIFT STATIONS/TRI	1	60-03-53710-245-603	200.00
09/16	09/30/16	44400	14610	SCOTT'S ENTERPRISES RINGLE LLC	15028	LAWN MOWING: WELLS/WATER TOWERS/LIFT STATIONS/TRI	2	60-03-53710-245-603	851.00
09/16	09/30/16	44400	14610	SCOTT'S ENTERPRISES RINGLE LLC	15028	LAWN MOWING: WELLS/WATER TOWERS/LIFT STATIONS/TRI	3	60-03-53740-245-661	536.50
09/16	09/30/16	44400	14610	SCOTT'S ENTERPRISES RINGLE LLC	15028	LAWN MOWING: WELLS/WATER TOWERS/LIFT STATIONS/TRI	4	61-03-53601-245-000	462.50
09/16	09/30/16	44400	14610	SCOTT'S ENTERPRISES RINGLE LLC	15029	LAWN MOWING: BUS & TECH PK - AUG 2016 (3)	1	40-06-56771-290-000	2,280.00
09/16	09/30/16	44400	14610	SCOTT'S ENTERPRISES RINGLE LLC	15029	LAWN MOWING: MOUND RYAN AMY & FEITH 8/19/16	2	40-06-56771-290-000	185.00
09/16	09/30/16	44400	14610	SCOTT'S ENTERPRISES RINGLE LLC	15029	LAWN MOWING: MOUND CHRISTIE LN 8/19/16	3	40-06-56771-290-000	165.00
Total 44400:									4,680.00
44401									
09/16	09/30/16	44401	14650	SECURITY FENCE & SUPPLY	20182-2016-IN	RPR DUMPSTER ENCLOSURE	1	10-01-51600-247-000	1,665.00
Total 44401:									1,665.00
44402									
09/16	09/30/16	44402	15210	SOUTH AREA BUSINESS ASSOC	9/13/16 LUNCHEO	SABA FALL LUNCHEON - 9/13/16: GUILD	1	10-01-51410-325-000	15.00
Total 44402:									15.00
44403									
09/16	09/30/16	44403	15220	SOUTHSIDE TIRE CO INC	373128	RPR LOADER TIRE	1	10-03-53310-353-000	120.00
Total 44403:									120.00
44404									
09/16	09/30/16	44404	18220	STATE OF WI - COURT FINES	AUG 2016	ALLOCATED TOTALS TO COURT: AUG 2016	1	10-00-45111-000-000	3,529.20
Total 44404:									3,529.20
44405									
09/16	09/30/16	44405	15780	SUN PRINTING	80421	(500) ROTHSCHILD UTILITY CUSTOMER MAGNETS	1	60-03-53771-312-000	536.13
09/16	09/30/16	44405	15780	SUN PRINTING	80421	(402) ROTHSCHILD UTILITY CUSTOMER MAGNETS - POSTAG	2	60-03-53771-311-000	56.18
09/16	09/30/16	44405	15780	SUN PRINTING	80421	(500) ROTHSCHILD UTILITY CUSTOMER MAGNETS	3	61-03-53612-312-000	536.12
09/16	09/30/16	44405	15780	SUN PRINTING	80421	(402) ROTHSCHILD UTILITY CUSTOMER MAGNETS - POSTAG	4	61-03-53612-311-000	56.18
09/16	09/30/16	44405	15780	SUN PRINTING	82367	(6200) WESTON MUN UTILITIES 2015 ANNUAL REPORT PRIN	1	60-03-53780-312-000	1,970.66
09/16	09/30/16	44405	15780	SUN PRINTING	82367	(6200) WESTON MUN UTILITIES 2015 ANNUAL REPORT PRIN	2	61-03-53613-312-000	492.67

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
09/16	09/30/16	44405	15780	SUN PRINTING	82367	(6200) WESTON MUN UTILITIES 2015 ANNUAL REPORT PRIN	3	63-03-53652-312-000	492.67
09/16	09/30/16	44405	15780	SUN PRINTING	83396	(100) WESTONDIRECT FLYERS	1	10-06-56945-312-000	55.50
09/16	09/30/16	44405	15780	SUN PRINTING	83402	LOWER E/C RIVER WATER TRAIL BOOKLETS - TYPESETTING	1	42-07-57627-290-000	176.00
09/16	09/30/16	44405	15780	SUN PRINTING	83402	(100) LOWER E/C RIVER WATER TRAIL BOOKLETS	2	42-07-57627-312-000	749.00
09/16	09/30/16	44405	15780	SUN PRINTING	83470	(100) CAMP PHILLIPS CENTRE BOOKLETS	1	40-07-57352-312-000	647.75
09/16	09/30/16	44405	15780	SUN PRINTING	83545	(25) VILLAGE STAFF CONTACT MAGNET	1	10-01-51450-312-000	88.70
09/16	09/30/16	44405	15780	SUN PRINTING	83608	(6205) 14 PG SEPT/OCT THE WIRE NEWSLETTER	1	10-06-56945-312-000	2,042.00
09/16	09/30/16	44405	15780	SUN PRINTING	83608	(6205) INSERTS	2	10-06-56945-312-000	208.00
09/16	09/30/16	44405	15780	SUN PRINTING	83608	(6205) ENVELOPE IMPRINT	3	10-06-56945-312-000	149.00
09/16	09/30/16	44405	15780	SUN PRINTING	83608	MAILING SERVICES: SEPT/OCT 2016 NEWSLETTER	4	10-06-56945-290-000	1,081.31
09/16	09/30/16	44405	15780	SUN PRINTING	83608	SEPT/OCT 2016 NEWSLETTER - POSTAGE	5	10-06-56945-311-000	1,360.58
09/16	09/30/16	44405	15780	SUN PRINTING	83690	(217) IRISH FEST POST CARDS - PRINTING	1	29-05-55380-312-000	118.00
09/16	09/30/16	44405	15780	SUN PRINTING	83690	(217) IRISH FEST POST CARDS - POSTAGE	2	29-05-55380-311-000	72.93
Total 44405:									10,889.38
44406									
09/16	09/30/16	44406	21357	ULRICH-KOWALSKI, INANDA	SEC DEP REF 9/25/	YELLOWBANKS #2 9/25/16 - SECURITY DEPOSIT REFUND	1	10-00-23160-000-000	25.00
Total 44406:									25.00
44407									
09/16	09/30/16	44407	17130	VIKING ELECTRIC SUPPLY	1758987	TASK LIGHT LAMP FOR DONNER'S OFFICE	1	10-01-51600-355-000	18.26
09/16	09/30/16	44407	17130	VIKING ELECTRIC SUPPLY	1758987	DISCOUNT: TASK LIGHT LAMP FOR DONNER'S OFFICE	2	10-01-51600-355-000	.37-
09/16	09/30/16	44407	17130	VIKING ELECTRIC SUPPLY	1766022	STREET LIGHT PARTS	1	10-03-53420-390-000	39.40
09/16	09/30/16	44407	17130	VIKING ELECTRIC SUPPLY	1766022	DISCOUNT: STREET LIGHT PARTS	2	10-03-53420-390-000	.79-
09/16	09/30/16	44407	17130	VIKING ELECTRIC SUPPLY	1766035	WIRE FOR STREET LIGHTS	1	10-03-53420-390-000	98.49
09/16	09/30/16	44407	17130	VIKING ELECTRIC SUPPLY	1766035	DISCOUNT: WIRE FOR STREET LIGHTS	2	10-03-53420-390-000	1.97-
09/16	09/30/16	44407	17130	VIKING ELECTRIC SUPPLY	1766043	STREET LIGHT PARTS	1	10-03-53420-390-000	65.66
09/16	09/30/16	44407	17130	VIKING ELECTRIC SUPPLY	1766043	DISCOUNT: STREET LIGHT PARTS	2	10-03-53420-390-000	1.31-
09/16	09/30/16	44407	17130	VIKING ELECTRIC SUPPLY	1780559	STREET LIGHITNG MAINT & REPAIR PARTS	1	10-03-53420-390-000	32.83
09/16	09/30/16	44407	17130	VIKING ELECTRIC SUPPLY	CM 730526	RETURN: STREET LIGHITNG MAINT & REPAIR PARTS	1	10-03-53420-390-000	32.83-
Total 44407:									217.37
44408									
09/16	09/30/16	44408	17320	WALT'S PETROLEUM SERVICE INC	82188	GAS FILTERS FOR GAS PUMP	1	10-03-53310-351-000	46.02
Total 44408:									46.02

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
44409									
09/16	09/30/16	44409	17500	WAUSAU AWARDS & ENGRAVING INC	9/7/16	NAME PLATE/HOLDER - MAGUIRE	1	10-02-52400-312-000	15.50
09/16	09/30/16	44409	17500	WAUSAU AWARDS & ENGRAVING INC	9/7/16	NAME PLATE/HOLDER - HOFFMAN (CDA)	2	27-06-56727-312-000	7.75
09/16	09/30/16	44409	17500	WAUSAU AWARDS & ENGRAVING INC	9/7/16	NAME PLATE/HOLDER - HOFFMAN (CDA)	3	28-06-56728-312-000	7.75
09/16	09/30/16	44409	17500	WAUSAU AWARDS & ENGRAVING INC	9/7/16	NAME PLATE/HOLDER - LAWRENCE (PLAN)	4	10-06-56910-312-000	15.50
09/16	09/30/16	44409	17500	WAUSAU AWARDS & ENGRAVING INC	9/7/16	NAME PLATE/HOLDER - MUMBER/HUBBARD (PIC)	5	10-03-53580-312-000	31.00
09/16	09/30/16	44409	17500	WAUSAU AWARDS & ENGRAVING INC	9/7/16	NAME PLATE/HOLDER - GAU (ZBA)	6	10-06-56920-312-000	15.50
Total 44409:									93.00
44410									
09/16	09/30/16	44410	18090	WESTON, TOWN OF	AUG 2016	ALLOCATED TOTALS TO MUNICIPALITY: AUG 2016	1	10-00-24425-000-000	306.40
Total 44410:									306.40
44411									
09/16	09/30/16	44411	18990	WISCONSIN PUBLIC SERVICE	2484-00005 AUG16	Barbican Ave Irrigation : 8/12-9/13/16	1	10-03-53317-222-000	34.41
09/16	09/30/16	44411	18990	WISCONSIN PUBLIC SERVICE	2484-00010 AUG16	Barbican Ave Street Lighting: 8/12-9/13/16	1	10-03-53420-222-000	145.29
09/16	09/30/16	44411	18990	WISCONSIN PUBLIC SERVICE	2484-000136 AUG1	RIPPLING CREEK WELL: 8/16-9/15/16	1	60-03-53720-222-000	1,261.54
09/16	09/30/16	44411	18990	WISCONSIN PUBLIC SERVICE	2484-000136 AUG1	RIPPLING CREEK WELL: 8/15-9/14/16	2	60-03-53720-224-000	20.51
09/16	09/30/16	44411	18990	WISCONSIN PUBLIC SERVICE	2484-00034 AUG16	Valdres/Barbican Irrigation: 8/12-9/13/16	1	10-03-53317-222-000	41.40
09/16	09/30/16	44411	18990	WISCONSIN PUBLIC SERVICE	2484-00048 AUG16	Everest/Camp Phillips Traffic Lights: 8/11-9/12/16	1	10-03-53311-222-000	79.45
09/16	09/30/16	44411	18990	WISCONSIN PUBLIC SERVICE	2484-00056 AUG16	ALTA VERDE - POOL: 8/15-9/14/16	1	22-05-55420-222-000	2,000.08
09/16	09/30/16	44411	18990	WISCONSIN PUBLIC SERVICE	2484-00056 AUG16	ALTA VERDE - POOL: 8/14-9/13/16	2	22-05-55420-224-000	1,196.37
09/16	09/30/16	44411	18990	WISCONSIN PUBLIC SERVICE	2484-00060 AUG16	Everest Warning Siren: 8/11-9/12/16	1	10-02-52910-222-000	31.65
09/16	09/30/16	44411	18990	WISCONSIN PUBLIC SERVICE	2484-00065 AUG16	BLOEDEL WELL: 8/18-9/19/16	1	60-03-53720-222-000	1,003.84
09/16	09/30/16	44411	18990	WISCONSIN PUBLIC SERVICE	2484-00065 AUG16	BLOEDEL WELL: 8/17-9/18/16	2	60-03-53720-224-000	20.91
09/16	09/30/16	44411	18990	WISCONSIN PUBLIC SERVICE	2484-00066 AUG16	Birch/Weston Street Lighting: 8/11-9/12/16	2	10-03-53420-222-000	102.76
09/16	09/30/16	44411	18990	WISCONSIN PUBLIC SERVICE	2484-00066 JUL16	Birch/Weston Street Lighting: 7/12-8/11/16	1	10-03-53420-222-000	91.92
09/16	09/30/16	44411	18990	WISCONSIN PUBLIC SERVICE	2484-00072 AUG16	Recycle Shed : 8/9-9/9/16	1	10-03-53312-222-000	29.38
09/16	09/30/16	44411	18990	WISCONSIN PUBLIC SERVICE	2484-00094 AUG16	Birch/Weston Traffic Lights : 8/11-9/12/16	1	10-03-53311-222-000	48.08
09/16	09/30/16	44411	18990	WISCONSIN PUBLIC SERVICE	2484-00158 AUG16	Birch/Schofield Traffic Lights: 8/11-9/12/16	1	10-03-53311-222-000	47.44
09/16	09/30/16	44411	18990	WISCONSIN PUBLIC SERVICE	2484-00159 AUG16	Camp Phill/Schofield Traffic Lights: 8/11-9/12/16	1	10-03-53311-222-000	50.95
Total 44411:									6,205.98
44412									
09/16	09/30/16	44412	19140	YAEGER AUTO SALVAGE INC	225698	DISPOSAL: (52) TIRES FROM SIDE OF ROAD	1	18-03-53620-295-000	156.00
Total 44412:									156.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
Grand Totals:									<u>674,988.98</u>

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
10-00-12110-000-000	10,934.00	.00	10,934.00
10-00-13611-000-000	298.75	.00	298.75
10-00-13802-000-000	25.00	.00	25.00
10-00-14410-000-000	150.00	.00	150.00
10-00-14510-000-000	3,399.83	.00	3,399.83
10-00-14530-000-000	192.50	.00	192.50
10-00-21001-000-000	1,550.80	.00	1,550.80
10-00-21111-000-000	196.04	246,616.07-	246,420.03-
10-00-21560-000-000	251.24	.00	251.24
10-00-21566-000-000	140.50	.00	140.50
10-00-23160-000-000	225.00	.00	225.00
10-00-24425-000-000	3,614.36	.00	3,614.36
10-00-45111-000-000	5,153.85	.00	5,153.85
10-00-46724-000-000	27.00	.00	27.00
10-01-51101-390-000	13.61	.00	13.61
10-01-51410-290-000	61.56	.00	61.56
10-01-51410-310-000	32.84	.00	32.84
10-01-51410-325-000	2,690.00	.00	2,690.00
10-01-51410-335-000	152.13	.00	152.13
10-01-51420-334-000	25.00	.00	25.00
10-01-51420-336-000	492.00	.00	492.00
10-01-51420-351-000	24.61	.00	24.61
10-01-51430-163-000	69.39	.00	69.39
10-01-51430-290-000	2,500.00	.00	2,500.00
10-01-51440-242-000	1,290.00	.00	1,290.00
10-01-51440-310-000	665.93	.00	665.93
10-01-51440-314-000	74.79	.00	74.79
10-01-51450-280-000	587.70	.00	587.70
10-01-51450-281-000	215.88	.00	215.88
10-01-51450-310-000	102.06	.00	102.06
10-01-51450-312-000	88.70	.00	88.70
10-01-51450-326-000	42.25	.00	42.25
10-01-51450-390-000	232.48	.00	232.48

GL Account	Debit	Credit	Proof
10-01-51520-310-000	191.46	.00	191.46
10-01-51520-334-000	190.19	.00	190.19
10-01-51520-336-000	.00	26.24-	26.24-
10-01-51540-511-000	1,732.85	.00	1,732.85
10-01-51540-512-000	267.59	.00	267.59
10-01-51600-216-000	600.00	.00	600.00
10-01-51600-247-000	1,665.00	.00	1,665.00
10-01-51600-249-000	133.80	.00	133.80
10-01-51600-290-000	212.66	.00	212.66
10-01-51600-297-000	105.00	.00	105.00
10-01-51600-344-000	201.41	.00	201.41
10-01-51600-355-000	23.83	.37-	23.46
10-01-51600-390-000	35.96	.00	35.96
10-02-52199-290-000	3,500.00	.00	3,500.00
10-02-52199-355-000	776.04	.00	776.04
10-02-52400-312-000	15.50	.00	15.50
10-02-52400-351-000	191.59	.00	191.59
10-02-52400-390-000	37.23	.00	37.23
10-02-52905-290-000	3,500.00	.00	3,500.00
10-02-52910-222-000	31.65	.00	31.65
10-03-53100-157-000	150.00	.00	150.00
10-03-53100-334-000	13.32	.00	13.32
10-03-53100-351-000	24.15	.00	24.15
10-03-53170-157-000	150.00	.00	150.00
10-03-53170-334-000	13.31	.00	13.31
10-03-53310-157-000	300.00	.00	300.00
10-03-53310-230-000	4,260.00	.00	4,260.00
10-03-53310-236-000	170,320.78	.00	170,320.78
10-03-53310-237-000	2,154.64	.00	2,154.64
10-03-53310-299-000	1,732.46	.00	1,732.46
10-03-53310-334-000	26.63	.00	26.63
10-03-53310-344-000	522.20	.00	522.20
10-03-53310-346-000	199.24	.00	199.24
10-03-53310-349-000	15.61	15.61-	.00
10-03-53310-351-000	2,994.33	.00	2,994.33
10-03-53310-353-000	960.00	116.92-	843.08
10-03-53311-222-000	225.92	.00	225.92
10-03-53312-222-000	29.38	.00	29.38
10-03-53312-353-000	75.00	.00	75.00
10-03-53317-222-000	75.81	.00	75.81
10-03-53420-222-000	339.97	.00	339.97
10-03-53420-390-000	236.38	36.90-	199.48

GL Account	Debit	Credit	Proof
10-03-53580-312-000	31.00	.00	31.00
10-05-55210-242-000	7.19	.00	7.19
10-05-55210-245-000	48.57	.00	48.57
10-05-55210-297-000	70.00	.00	70.00
10-05-55210-351-000	834.27	.00	834.27
10-05-55210-365-000	1,875.00	.00	1,875.00
10-05-55210-390-000	877.37	.00	877.37
10-06-56900-335-000	31.38	.00	31.38
10-06-56910-312-000	15.50	.00	15.50
10-06-56920-312-000	15.50	.00	15.50
10-06-56930-219-000	3,867.50	.00	3,867.50
10-06-56940-349-000	53.00	.00	53.00
10-06-56945-290-000	1,520.06	.00	1,520.06
10-06-56945-311-000	1,360.58	.00	1,360.58
10-06-56945-312-000	2,454.50	.00	2,454.50
18-00-21111-000-000	.00	44,987.73-	44,987.73-
18-03-53620-295-000	156.00	.00	156.00
18-03-53620-297-000	33,474.74	.00	33,474.74
18-03-53631-215-000	1,610.21	.00	1,610.21
18-03-53635-297-000	9,613.00	.00	9,613.00
18-03-53635-353-000	97.90	.00	97.90
18-03-53637-351-000	35.88	.00	35.88
22-00-21111-000-000	50.00	6,039.53-	5,989.53-
22-05-55420-139-000	2,400.00	.00	2,400.00
22-05-55420-157-000	50.00	50.00-	.00
22-05-55420-222-000	2,000.08	.00	2,000.08
22-05-55420-224-000	1,196.37	.00	1,196.37
22-05-55420-225-000	91.35	.00	91.35
22-05-55420-344-000	266.13	.00	266.13
22-05-55420-390-000	35.60	.00	35.60
27-00-21111-000-000	.00	1,033.75-	1,033.75-
27-06-56727-312-000	7.75	.00	7.75
27-08-58401-551-000	1,026.00	.00	1,026.00
28-00-21111-000-000	.00	7.75-	7.75-
28-06-56728-312-000	7.75	.00	7.75
29-00-21111-000-000	.00	190.93-	190.93-
29-05-55380-311-000	72.93	.00	72.93
29-05-55380-312-000	118.00	.00	118.00
30-00-21111-000-000	.00	214,016.55-	214,016.55-
30-08-58149-612-000	87,000.00	.00	87,000.00
30-08-58150-612-000	105,625.00	.00	105,625.00
30-08-58349-622-000	8,644.32	.00	8,644.32

GL Account	Debit	Credit	Proof
30-08-58350-622-000	12,747.23	.00	12,747.23
40-00-21111-000-000	.00	3,307.75-	3,307.75-
40-06-56771-290-000	2,630.00	.00	2,630.00
40-07-57334-821-000	30.00	.00	30.00
40-07-57352-312-000	647.75	.00	647.75
42-00-21111-000-000	.00	1,015.00-	1,015.00-
42-07-57627-215-000	90.00	.00	90.00
42-07-57627-290-000	176.00	.00	176.00
42-07-57627-312-000	749.00	.00	749.00
60-00-21111-000-000	.00	20,050.79-	20,050.79-
60-03-53710-220-000	4,980.00	.00	4,980.00
60-03-53710-245-603	1,051.00	.00	1,051.00
60-03-53720-222-000	2,265.38	.00	2,265.38
60-03-53720-224-000	41.42	.00	41.42
60-03-53730-294-000	241.00	.00	241.00
60-03-53740-245-661	536.50	.00	536.50
60-03-53740-349-000	4.78	.00	4.78
60-03-53740-399-000	3.98	.00	3.98
60-03-53761-290-000	4,823.81	.00	4,823.81
60-03-53766-351-000	60.30	.00	60.30
60-03-53770-349-000	14.00	.00	14.00
60-03-53771-281-000	107.94	.00	107.94
60-03-53771-311-000	56.18	.00	56.18
60-03-53771-312-000	536.13	.00	536.13
60-03-53780-157-000	150.00	.00	150.00
60-03-53780-290-000	43.30	.00	43.30
60-03-53780-290-912	2,112.50	.00	2,112.50
60-03-53780-312-000	1,970.66	.00	1,970.66
60-03-53780-334-000	13.32	.00	13.32
60-03-53780-346-000	51.40	.00	51.40
60-03-53780-351-000	987.19	.00	987.19
61-00-13611-000-000	72.24	.00	72.24
61-00-21111-000-000	.00	71,229.69-	71,229.69-
61-03-53601-245-000	462.50	.00	462.50
61-03-53603-251-000	1,663.81	.00	1,663.81
61-03-53606-241-000	892.41	.00	892.41
61-03-53610-225-000	209.46	.00	209.46
61-03-53610-227-000	66,457.31	.00	66,457.31
61-03-53610-351-000	235.75	.00	235.75
61-03-53612-281-000	107.94	.00	107.94
61-03-53612-311-000	56.18	.00	56.18
61-03-53612-312-000	536.12	.00	536.12

GL Account	Debit	Credit	Proof
61-03-53613-290-000	43.30	.00	43.30
61-03-53613-312-000	492.67	.00	492.67
63-00-21111-000-000	.00	3,427.81-	3,427.81-
63-03-53652-312-000	492.67	.00	492.67
63-03-53655-290-000	1,663.80	.00	1,663.80
63-03-53655-371-000	25.97	.00	25.97
63-03-53655-390-000	260.86	.00	260.86
63-03-53656-353-000	984.51	.00	984.51
70-00-21111-000-000	.00	63,311.67-	63,311.67-
70-00-21530-000-000	8,588.03	.00	8,588.03
70-00-21531-000-000	1,100.43	.00	1,100.43
70-01-51492-154-000	225.00	.00	225.00
70-01-51493-154-000	47,622.69	.00	47,622.69
70-01-51495-155-000	651.88	.00	651.88
70-01-51496-156-000	5,123.64	.00	5,123.64
Grand Totals:	<u>675,481.06</u>	<u>675,481.06-</u>	<u>.00</u>

Dated _____

Finance Committee Chairperson _____

Report Criteria:
Report type: GL detail