



VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN
REGULAR MEETING OF THE BOARD OF TRUSTEES
Weston Municipal Center Board Room
5500 Schofield Avenue, Weston, WI 54476
*The Public may attend the meeting virtually. See the instructions under
Public Comments below.*

Monday, June 15, 2020, at 6:00 p.m.

A quorum of members from other Village governmental bodies (boards, commissions, and committees) may attend the above-noticed meeting to gather information. If a quorum of other government bodies are present this would constitute a meeting pursuant to "State of Wisconsin ex rel. Badke v. Greendale Village Bd., 173 Wis.2d 553,494 N.W.2d 408 (1993)". Therefore, no official actions other than those of the BOARD OF TRUSTEES shall take place.

Any item on this agenda may be discussed or acted upon.

AGENDA ITEMS

1. Board of Trustees Meeting called to order by President Sparks
2. Pledge Allegiance to the Flag
3. Roll Call by Clerk for Board of Trustees
 - Ermeling, Fiene, Maloney, Sparks {p}, Xiong, White, Ziegler

PUBLIC COMMENTS (At this point the President will ask if there are any comments to be heard from the public).

Join Zoom Meeting by Computer (audio only meeting to make comments):

<https://zoom.us/j/94380082525>

Join Zoom Meeting by Phone (audio only meeting to make comments):

+19294362866, US (New York)

+13017158592, US (Germantown)

Meeting ID: 943 8008 2525

To join the **live access only** meeting (no comments accepted here) please visit https://www.youtube.com/channel/UCFxhggCP66X4E2_vRX2c3SA (this is for viewing purposes only).

HEARING

4. Open hearing and hear comments
 - [Request from Cody Jay](#) to have exemption from residency restrictions under [Sec. 54.115](#) - Regulation of Sexual Offenders
5. Close Hearing
6. Action on request from Cody Jay

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MINUTES FROM PREVIOUS MEETINGS.

7. [6/1/2020 Board of Trustees](#)

REPORTS/MINUTES FROM BOARDS, COMMITTEES, COMMISSIONS

8. Community Development Authority
9. Everest Metro Police Commission
10. Extraterritorial Zoning
11. Finance
12. Human Resources
13. Joint Review Board
14. Parks & Recreation
15. [Plan Commission](#)
16. [Public Works](#)
17. SAFER
18. Tourism
19. Zoning Board of Appeals

REPORTS FROM DEPARTMENTS

20. [Administrator](#)
 - Re-opening access to the Municipal Center
 - Routes to Recovery/Cares Subgrant Program
21. Clerks
22. [Finance](#)
23. Fire/EMS
24. [Parks & Recreation](#)
 - Aquatic Center Opening
25. [Plan/Dev](#)
26. [Police](#)
27. [Public Works](#)
28. Technology

WORK PRODUCT TRANSMITTALS

29. [May Budget Status Report](#)

CONSENT AGENDA

30. Requests to pull items out of consent consideration
31. [Vouchers – 52578-52645](#)
32. [Class A Beer and Liquor, Class B Beer and Liquor, Class B Beer and Reserve Liquor, Class B Beer and Class C Wine Licenses for the 2020/2021 term \(business listing attached\).](#)
33. [Kennel License for Playful Paws for the 2020/2021 term](#)
34. [Hotel/Motel Licenses for the 2020/2021 term \(listing attached\).](#)
35. [Cigarette Licenses for the 2020/2021 term \(listing attached\).](#)
36. [Mobile Home licenses for the 2020/2021 term \(listing attached\).](#)

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37. [Acknowledge Plan Commission Recommendation – Resolution 2020-PC-001: A Resolution Recommending Adoption of Components of The Comprehensive Plan of the Village of Weston, Marathon County, Wisconsin; Consisting of Amendments to Chapter 3: Land Use, Specifically Map 3-1 Future Land Use, of Volume 2: Vision and Directions.](#)
38. Acknowledge Public Hearing for Comprehensive Plan Amendments to be scheduled on July 20, 2020 at 6pm.
39. Action on consent agenda items

ORDINANCES

RESOLUTIONS

40. [Resolution No. 2020-008: A Resolution to Approve Final Plat for Markovich Properties Condominium Second Addendum.](#)

NEW BUSINESS

41. [Change Order #2 for Harlyn Ave Lift Station](#)
42. [Change Order #2 for Margaret St Utility Project](#)
43. [Kort St Easement Termination](#)
44. [Ryan St Utility Extension Engineering Design Contract](#)
45. Discussion and possible action designating village legal counsel or village attorney.

REMARKS FROM TRUSTEES

REMARKS FROM THE PRESIDENT

FUTURE ITEMS

Next meeting date(s):

- June 16, 2020, Board of Review – 5:00 p.m. to 7:00 p.m.
- July 6, 2020, Board of Trustees Regular Meeting at 6:00 p.m.
- July 20, 2020, Board of Trustees Regular Meeting at 6:00 p.m.

WITH NO OTHER PLANNED BUSINESS, THE MEETING IS ADJOURNED UNTIL JULY 6, 2020 @ 6:00 P.M.

January 13, 2020

Dear Mr. Keith and Board of Trustees for the Village of Weston:

My name is Cody Jay. I just turned 21 years old. I currently reside at 4904 Schofield Ave, Weston, WI 54476. I was recently convicted of 3rd Degree Sexual Assault in Marathon County. Due to my conviction, I am required to register with the Wisconsin Sex Offender Registry. Unfortunately, 4904 Schofield Ave is within the Buffer Zone in the Village of Weston. I have been living at this residence, with a co-worker and another roommate, for approximately five months.

I am young man and I am entirely new to probation and the rules associated with being a sex offender. I work fulltime at Fastenal here in town. I have worked there since April of 2018. I have no other criminal record. I would very much like to remain at this residence. I would respectfully request an exemption to the Weston sex offender residence ordinance in order to allow this to happen. Thank you for your time.

My probation agent's name is Greg Koch and he can be reached at 715-261-1619.

Sincerely,



Cody J. Jay

Cell (715)897-0821

VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN
REGULAR MEETING MINUTES OF THE BOARD OF TRUSTEES

Monday, June 1, 2020, at 6:00 p.m.

- 1. Board of Trustees Meeting called to order by President Sparks**
Sparks called the Board of Trustees meeting to order at 6:00 p.m.
- 2. Pledge Allegiance to the Flag**
- 3. Roll Call by Clerk for Board of Trustees**

Ermeling, Barb	YES
Fiene, Nate	YES
Maloney, Mark	YES
Sparks, Wally	YES
Xiong, Yee	YES
White, Loren	YES
Ziegler, Jon	YES

PUBLIC COMMENTS

Steve Cronin, 5402 Hewitt Ave., said he is the Concession Operator for the Aquatic Center. He said the Aquatic Center is a great asset to the Village of Weston. He feels the risk to the Covid-19 virus is low based on the numbers he received from the Marathon County Health Department. He said it is time to get back to work and a new normal. His hope is that the Health Department will review the proposed plans for opening and work with the Village to open in a safe manner. He said others around the state are also opening. The Village should be looking for ways to open and not shut down.

HEARING

- 4. Open hearing and hear comments**
Sparks called the hearing to order at 6:03
 - **Operator license for Heather Gardner**
Heather Gardner, 4303 Alderson, said she was present to talk about the recent denial of her operator license. She has changed life around and would like a second chance. She works at Patron as a bar manager. She is also hoping to become part owner. The current owners may move, and it would be important that she have the license. Fiene asked why she feels she should get a second chance. Gardner said she made a lot of mistakes in the past and it took a long time to get where she is today. She has taken a lot of steps to get there. She also has a child to take care of. She has been clean and sober for four years, as well as crime free. She also lost a child and is slowly rebuilding her life after the tragic event. Maloney asked about being around people from her past. Gardner said she does not hang out with those people, and if they tried to tempt her, she would continue to stand strong. Maloney asked if there is ever anyone working alone. Gardner said no. There was a short discussion on the

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ordinance and state statute language as it relates to loosening up the eligibility for an operator license. Chief Schulz will investigate this a bit more. Sparks asked about probation. Gardner has been off probation for two years and has had no problems since being off probation. Angela Gonzalez, 5915 Shorey Ave, owner of Patron, said Gardner does a great job and has proved herself. To be where she is right now is good. She has received all other required licenses for the job. She is hard working. She knows the material and the job well. She fully supports Gardner having an operator license. Xiong asked about the impact on Patron if license is denied. Gardner would continue to work with someone else licensed and also continue to apply for an operator license until she receives one. Xiong asked about Gardner's lack of cooperation with law enforcement in the past. Gardner said this was for providing false information because there were things, she did not want to tell the police at the time. Xiong asked Gonzalez if she trusted Gardner. She said yes. Ermeling said it looks like Gardner has moved forward with her life.

5. Close Hearing

Sparks closed the hearing.

6. Action on Operator license for Heather Gardner

Motion by Fiene second by Xiong to approve. Q/White suggested staff look into amending the current ordinance as it relates to issuing operator licenses. Ermeling said if someone has turned their life around, they should not be penalized. Schulz will look into a possible ordinance amendment. Ermeling asked if the Board was violating the current ordinance. Maloney said no because this is an appeal. Sparks said it is important that nothing changes on Gardner's record at renewal time.

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

Trustee	Voting
Sparks, Wally	YES
White, Loren	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	YES
Fiene, Nate	YES

PRESENTATION

- 7. Dale Grosskurth, Marathon County Environmental Health and Safety Director**
- **Covid-19 presentation**

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Dale Grosskurth said he can answer any questions that Trustees have. When Safer at Home was in place all the indoor and outdoor pools were closed. Then there was the injunction after that and that changed things back to the way there were. There are several different organizations providing recommendations and guidance on opening pools. There is no law or requirement. There will be challenges with opening the Aquatic Center. The hardest thing to control is the social distancing. To not follow guidance, the Village would assume some liability. It will be tough to separate kids. There continues to be new data all the time. Fiene asked Grosskurth if he reviewed Osterbrink's Operation plan. He said yes. He can't give any kind of approval on the plan. White asked about the possibility of having a confirmed case at the Aquatic Center, and how it would be handled through the health department. Grosskurth said it would depend on exposure. Each case is reviewed individually.

MINUTES FROM PREVIOUS MEETINGS.

8. 5/18/2020 Board of Trustees

Motion by Maloney second by Ziegler to approve the minutes.

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

Trustee	Voting
Sparks, Wally	YES
White, Loren	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	YES
Fiene, Nate	YES

REPORTS/MINUTES FROM BOARDS, COMMITTEES, COMMISSIONS

- 9. Community Development Authority**
- 10. Everest Metro Police Commission**
- 11. Extraterritorial Zoning**
- 12. Finance**
- 13. Human Resources**
- 14. Joint Review Board**
- 15. Parks & Recreation**
- 16. Plan Commission**
- 17. Public Works**
- 18. SAFER**
- 19. Tourism**
- 20. Zoning Board of Appeals**

Motion by Ziegler second by Fiene to acknowledge item #13.

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

Trustee	Voting
Sparks, Wally	YES
White, Loren	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	YES
Fiene, Nate	YES

REPORTS FROM DEPARTMENTS

21. Administrator

Donner reported that TDS has applied for a direct seller permit to go door-to-door selling their product. He is not sure that is good judgment on their part. A rezoning notice for the former G&B site was provided to adjacent property owners. This item will be on the next Plan Commission agenda. Staff met with Mark Roffers and his staff to talk about the kick-off of the Weston Ave corridor study. The Village was also informed we would receive a second premium reduction from Group Health Cooperative.

• **Re-opening access to the Municipal Center**

Donner said his recommendation is to install a ticket window in the Municipal Center's vestibule, along with an intercom system. He talked about the concerns with taking utility payments. There are several other options for paying utility bills. Doing this will also help make the municipal center safer. There will be less distraction for staff. Maloney sees it as a welcome window. He also agrees we should not accept utility payments. Sparks said this is less about the virus and more about safety.

Motion by White second by Maloney to approve the recommendations of the Administrator to re-open access to the Municipal Center by the public into the vestibule after the ticket window and intercom have been installed, and made functional and that the Village discontinues accepting bill payments at the Municipal Center.

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

Trustee	Voting
Sparks, Wally	YES
White, Loren	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	YES
Fiene, Nate	YES

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- **Routes to Recovery**

Donner said the Department of Administration will make grant funds available for Covid-19 response. The Village could be eligible for approximately \$250,000. He said he is also looking to purchase a disinfectant spray machine. The topic of all employees wearing masks came up at the Human Resources Committee meeting. This needs to be looked at a bit further. Sparks said it should be up to the individual but have them available. Xiong asked how many employees were working from home. Donner said two from the Plan Development Department and two from the Finance Department. He also reported that all offices were cleaned this last weekend along with the carpets. Donner said over the next couple of weeks the rest of the employees will return to work at the Municipal Center.

22. Clerks

No comments.

23. Finance

No comments.

24. Fire/EMS

No comments.

25. Parks & Recreation

Fiene said there was a 4 to 1 vote from Wausau's Parks and Recreation Committee to open two of their pools. The final decision will be made by the City Council next week.

26. Plan/Dev

No comments

27. Police

Schulz said two of his officers recently attended training for crowd control. They have also worked at some of the larger gatherings.

28. Public Works

Wodalski said the kayak launch on Highway J is now complete.

29. Technology

No comments.

WORK PRODUCT TRANSMITTALS

No comments.

CONSENT AGENDA

30. Requests to pull items out of consent consideration

31. Vouchers – 52496-52577 and 90030

32. Adult Oriented Establishment 2020/2021 License for Secrets II.

33. Class A Beer and Liquor, Class B Beer and Liquor, Class B Beer and Reserve Liquor, Class B Beer and Class C Wine 2020/2021 Licenses (business listing attached).

34. Commercial Animal Establishment 2020/2021 License for Ace Hardware.

35. Mobile Food Vendor Licenses for the 2020/2021 licensing term (business listing attached).

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- 36. Pawn Broker, Secondhand Article Dealers and Secondhand Jewelry Dealers Licenses for the 2020/2021 Licensing Term (business listing attached).
- 37. Salvage Licenses for the 2020/2021 Licensing Term (business listing attached).
- 38. Weights & Measures Licenses for the 2020/2021 Term (listing attached).
- 39. Hotel/Motel Licenses for the 2020/2021 term (listing attached).
- 40. Action on consent agenda items

Motion by Maloney second by Fiene to approve consent 31 to 39.

Q/White commented on the contingencies for item 33 relating to payment of personal property taxes. Q/Maloney also asked about their only being one hotel license. Weinkauff said staff is still processing applications and the rest of the applications will be on the next agenda.

Motion by Maloney second by Fiene to amend the original motion to include the contingencies for personal property tax payments.

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

Trustee	Voting
Sparks, Wally	YES
White, Loren	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	YES
Fiene, Nate	YES

All were in favor of the original motion as amended.

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

Trustee	Voting
Sparks, Wally	YES
White, Loren	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	YES
Fiene, Nate	YES

ORDINANCES

No ordinances to consider.

RESOLUTIONS

No resolutions to consider.

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NEW BUSINESS

41. Purchase of a pool motor lifting crane

Motion by Xiong second by Maloney to approve the purchase of a Lifting Crane from Wisconsin Lifting Specialists for a price of \$8,782.96.

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

Trustee	Voting
Sparks, Wally	YES
White, Loren	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	YES
Fiene, Nate	YES

42. Purchase of a replacement 1-ton dump truck cab and chassis

Motion by Maloney second Xiong to approve trading in the current truck and purchasing the cab and chassis from Fred Mueller for a net price of \$22,750 as well as approve the quote from Scotts Heavy Truck to install the dump body and plow equipment for a price of \$20,452 for a total truck cost of \$43,202.

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

Trustee	Voting
Sparks, Wally	YES
White, Loren	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	YES
Fiene, Nate	YES

43. Discussion/consideration on opening the Aquatic Center

• **Proposed Aquatic Center Operation Plan**

Donner said a draft Aquatic Center Operation plan was included in the packet. Osterbrink said this is just a plan and it may not work the way we want it to. He also said since the water fountain needs to be shut down, they will have to provide bottled water. He is working with Crowe to get a reservation system set up. Staff is proposing no walk-ins. All patron contact information will be tracked through the reservation system. A big challenge for staff will be the enforcement of social distancing. White said Osterbrink did a good job writing up the plan. He would like to see the

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Board give Osterbrink the ability to open when he feels it is safe to do so. Ermeling has concerns with the finances. She is concerned with where the revenue will come from. Sparks said the Village may be able to use some of the grant money. Maloney said he can think of other things that were done in the past like the Camp Phillips Centre project and the Village will never get that money back. Donner reviewed the proposed 2020 Aquatic Center budget. It was indicted room tax revenue will be down. Sparks said in the past the Aquatic Center has cash flowed. It is important people have options or outlets. Fiene said some other pool facilities are limiting their patrons to just residents of the city and school district. He also has concerns with allowing a 10-year old child to be at the pool without a parent. It should be raised to 13. We should also limit it to Marathon County residents. Osterbrink said there will be concerns with staff having to deal with proof of residency. It's a timing thing too. Xiong has concerns with opening and allowing patrons to come from southern Wisconsin that may have had more contact with Covid-19. He also has concerns with the finances. There was a short discussion regarding finances and borrowing. Trautman said there could be further discussion on what the borrowing is used for. Fiene also said if patrons can't follow the safety rules, the Board will need to reevaluate whether the pool should remain open. If we find out that there has been even one Covid-19 trace back to the pool, we should close the facility. Maloney suggested that we just not allow them back to the pool. There was a short discussion on refunds. The Board agreed there should be no refunds.

Motion by Maloney second by Ziegler to open the Aquatic Center, following the Weston Aquatic Center opening plan for 2020 and to open when Osterbrink feels it is safe to do. Q/Donner said things are behind and staff will not be ready by June 13th. He is hoping by the end of the month.

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

Trustee	Voting
Sparks, Wally	YES
White, Loren	YES
Ermeling, Barb	NO
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	NO
Fiene, Nate	YES

- **YMCA contract**

Motion by Maloney second by Fiene to approve the YMCA contract. Q/White said the agreement should be put in place even if the Village would decide not to open the pool.

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

Trustee	Voting
Sparks, Wally	YES
White, Loren	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	YES
Fiene, Nate	YES

44. Discussion/consideration on re-opening park restrooms, shelters, and resuming reservations.

Osterbrink said all shelter reservation through May were cancelled and refunded. Restrooms are not open right now. If the restroom were to open more cleaning would need to be done. One person would have to clean each day and then weekends as well. Other work will not get done if staff is just cleaning bathrooms. Ermeling suggested just opening the restrooms when there is a shelter reservation. Osterbrink said there are two reservations booked for June. White said they should be notified about the restrooms being closed. Osterbrink said staff is not accepting any new reservations at this time. He also suggested not accepting anymore reservations through June. Osterbrink suggested people rent their own portable restroom if they want to use the shelter.

Motion by Ermeling second by Fiene to open the parks, not open the restrooms and not take any reservations through June.

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

Trustee	Voting
Sparks, Wally	YES
White, Loren	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	YES
Fiene, Nate	YES

45. Village of Weston's satisfaction with SAFER's services, including consideration of extending, renegotiating or terminating the SAFER contract

Sparks said dealing with SAFER has been a challenge. He does not feel that the Village is being treated as partners. SAFER has some outstanding firefighters and EMT's, but the leadership is lacking. He struggles with having

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an outside entity handle the finances. The taxpayers of Weston and Rib Mountain are supplementing the seven outside service contracts. He was also told there are five different ways to look at SAFER's financials and money is being made. He does not feel leadership has the ability to put the financial information together where informed decisions can be made by the board. He does not feel the Department is being run in a good fiscal matter. The accountability is not where it should be. At the last meeting he asked leadership if the budget will finish with a deficit or surplus and it could not be answered. He does not have confidence in leadership there. It is not right for taxpayers to continue with this unless there are some significant changes. Maloney concurs with Sparks. It has been an extremely frustrating year. He also concurs that there is some amazing EMT's and Firefighters. He has no confidence with management. He does not feel like the Village has a fair partnership. There is also the issue with the Town of Weston paying \$10,000 more than Marathon for services. He said whenever there is a surplus of money leadership wants to immediately spend it on equipment. Maloney does not believe in the path that SAFER is taking right now. He asked if the Village would still be under contract with SAFER through 2021, if we give notice right now. It was indicated yes. He feels this is the right thing to do. We can always change our mind. Xiong is not against terminating this but we should have a back-up plan. White said there was money saved in the beginning. He said if cancelled we would not have paramedic service. Safer has improved the service for the Village. He feels it would be a serious mistake to terminate this. There are always issues with a blended paid-on-call/fulltime department. Ermeling understands the frustration. She also questioned the difference in contract amounts. The response she received is they might go somewhere else. We should not be subsidizing. Maloney said he has questioned several times as to why SAFER is competing with Wausau. He would like to see us work something out with Rothschild and Schofield. White said they were not interested in the past. Maloney feels the Village would have plenty of time to create a plan in 18 months. Fiene said he does not know the history, but has got to know several employees, both current and former. He said some of those employees want to continue to work for SAFER, but they can't make a living with the pay. In the last two months moral has started to improve. There is a lot of failure from the command staff. For several months there was an atmosphere with fear of sexual harassment, alleged favoritism, changing of standards, unwillingness to hold other command staff accountable, and lack of confidence with leadership. He also said he was disappointed that the Chief and Deputy Chief were not present for this meeting to answer questions. Chief Savage said he is present and is listening through the zoom audio. Maloney asked why he was not present. Savage said because he has been taking care of patients in a Covid-19 atmosphere and thought it would be best to attend by zoom. Maloney said even the last four or five meetings as well. Savage said yes. Maloney also asked why either the Chief or Deputy Chief are not stationed in Weston. Savage said because they have Battalion Chiefs. Maloney is disappointed that Savage did not attend the meeting in person. Fiene said at the last SAFER meeting some of the board members

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called Sparks a liar in regard to a memo that was sent to several other individuals. He no longer feels that SAFER, in its current form, is in the best interest of the Village. Maloney and Sparks talked about the same memo related to a legal opinion on the selection of commissioners and said it was not a good discussion at the SAFER meeting. Maloney asked Savage if he had any comments. Savage said no. Sparks said management needs to be able to answer basic financial questions. Xiong asked Savage if he had a response to any of Spark's comments. Savage said he will defer his comments to the SAFER Board meeting. Sparks said the department can't continue where it is at. There needs to be significant changes. There was a short discussion on the budget. SAFER blames the Village's previous administration for the issues. Xiong asked Sparks what he would like to see happen this evening. Sparks said it is either a withdrawal from the district or we renegotiate. Xiong asked if there was a clause in the contract to renegotiate the contract. White and Maloney said no. Maloney said the withdrawal gives us a firm ground to renegotiate. He would also like to see the Village join Riverside. There was a short discussion on the availability of paramedics in the area, SAFER's blended staff of fulltime and paid-on-call, and the cost to have SAFER become fulltime. Sparks said to become fulltime is unaffordable. White said this is way too much to consider at this meeting.

Motion by White second by Ermeling to defer this to a future meeting.

Yes Vote: 3 No Votes: 4 Abstain:0 Not Voting: 0 Result: Denied

Trustee	Voting
Sparks, Wally	NO
White, Loren	YES
Ermeling, Barb	YES
Ziegler, Jon	NO
Maloney, Mark	NO
Xiong, Yee	YES
Fiene, Nate	NO

Motion by Maloney second by Fiene to terminate the agreement with SAFER. Q/ Xiong asked for clarification. Maloney said if we terminate this evening, we will still be under contract with SAFER through 2021. Q/Xiong said so if they choose to renegotiate with the Village, we would continue discussions with them. Maloney said absolutely. Sparks said his preference is we negotiate on what needs to be changed and keep SAFER going. Fiene said this has brought him nothing but sorrow but he could not, in good conscious, let the board know of the complete failure. Ermeling asked Sparks if he had a plan on the proposed changes. Sparks said yes because they have asked questions in the past and challenged things multiple times. Sparks said he ran for President because there are issues to fix and this is one of them. We have to do what is right for the community. He would like to see paramedic service remain in Weston. He is unsure what this will look like,

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but hopefully we can make it work with SAFER. There must be changes. Ermeling asked what changes need to be made to make things work with SAFER. Sparks said first we need someone with government finance experience, and second changes in leadership. Xiong said a letter should be drafted to SAFER. Fiene said it is his intent to attend SAFER meetings and if other trustees want to attend to make sure the Village Clerk is notified so she can provide a notice of quorum. Donner said the dispute resolution process involves a meeting of the Administrator, Chief elected official of each municipality, and the Fire Chief. This should be followed by mediation and arbitration. Donner said this may be above the level of a dispute. Maloney also said SAFER may be looking for different legal counsel. Sparks said going through the dispute resolution may be an appropriate avenue and should be one of the first steps.

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

Trustee	Voting
Sparks, Wally	YES
White, Loren	NO
Ermeling, Barb	NO
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	YES
Fiene, Nate	YES

REMARKS FROM TRUSTEES

Xiong said we are going through difficult times and asked everyone to keep law enforcement in their thoughts. Maloney agreed. Fiene said during these difficult times he hopes for peace and justice.

REMARKS FROM THE PRESIDENT

No comments.

FUTURE ITEMS

Next meeting date(s):

- June 15, 2020, Board of Trustees Regular Meeting at 6:00 p.m.
- June 16, 2020, Board of Review – 5:00 p.m. to 7:00 p.m.
- July 6, 2020, Board of Trustees Regular Meeting at 6:00 p.m.

ADJOURN

Motion by Maloney, second by Fiene to adjourn the meeting at 8:57 p.m.

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

Trustee	Voting
Sparks, Wally	YES

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

White, Loren	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	YES
Fiene, Nate	YES

Village of Weston, Wisconsin
OFFICIAL PROCEEDINGS OF THE PLAN COMMISSION

held on Monday, June 8, 2020, at 6:00 p.m., in the Board Room, at the Municipal Center

AGENDA ITEMS.

- 1. Meeting called to order by Plan Commission (PC) Vice Chair & Village Trustee Maloney.**
- 2. Roll Call of Village PC by Secretary Parker.**

Roll call indicated 5 Plan Commission members present.

<u>Member</u>	<u>Present</u>
Sparks, Wally	NO - Excused
Maloney, Mark	YES
Cronin, Steve	YES
Gau, Duane	NO - Absent
Guerndt, Gary	YES
Jordan, Joe	YES
Meinel, Steve	YES

Village Staff in attendance: Donner, Higgins, Wodalski, Crowe, Wheaton, Tatro, Chartrand, and Parker.

There were 9 audience members present.

- 3. Approval of minutes from May 11, 2020 PC meeting**

Motion by Guerndt, second by Meinel: to approve the May 11, 2020, PC Meeting minutes.

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

<u>Member</u>	<u>Voting</u>
Sparks, Wally	NOT VOTING
Maloney, Mark	YES
Cronin, Steve	YES
Gau, Duane	NOT VOTING
Guerndt, Gary	YES
Jordan, Joe	YES
Meinel, Steve	YES

COMMUNICATIONS

- 4. Opportunity for citizens to be heard.**

None

- 5. Written communications received.**

None

REVIEW OF REZONING & CONDITIONAL USE PERMIT PETITIONS

Higgins stated we are doing a rezone hearing before the Plan Commission and also the first step before the Comprehensive Plan Amendment. In order for Comprehensive Plan to be amended, it has to go to a public hearing before the Board of Trustees, which will happen later. Plan Commission needs to adopt a resolution basically that they approve of this, and in effort to save time, we tend to do the rezone and the Comprehensive Plan Map Amendment at the same time. We also hold the hearing at the Plan Commission level because it does not make sense to have it go before the Board if the Plan Commission does not approve. Tonight we are

asking Plan Commission to recommend the rezone to the Board of Trustees and also adopt a resolution later on in this agenda for these Comprehensive Plan Map Amendments that will kick off the public hearing that will take place later in July for both of the next two agenda items.

6. Public Hearing – Village of Weston request for proposed amendments to the Comprehensive Plan and the Official Zoning Map:

- **4707 Camp Phillips Rd** – land use designation from Industrial to Institutional and zoning from GI General Industrial to INT Institutional. (PIN 192 2808 162 0971)
- **4106 Ross Avenue** - from Multiple Family Residential to Institutional and zoning from MF Multiple Family Residential to INT Institutional. (PIN 192 2808 162 0970)
- **4204 Ross Avenue** - from Multiple Family Residential to Institutional and zoning from MF Multiple Family Residential to INT Institutional. (PIN 192 2808 162 0969)

a. Open Public Hearing.

Maloney opened the public hearing at 6:02 p.m.

b. Presentation by Staff.

Higgins explained this public hearing is for the new Municipal Center site on the corner of Camp Phillips Road and Ross Avenue. The Village purchased these 3 parcels (one zoned Industrial and the other two zoned Multifamily Residential), and would like to combine the three lots together, but in order to do that, all three parcels need to be rezoned to INT (Institutional) and in order to be consistent with the Comprehensive Plan, it has to be amended. We are asking PC to approve rezoning to INT and to approve a Comprehensive Plan Map Amendment.

Guerndt questioned why this needs to be zoned to INT. Higgins stated INT catches all the schools, churches, hospitals, municipal properties, etc. Guerndt questioned if there will be any issues with the heavy equipment there. Higgins stated everything will be housed inside buildings. Maloney discussed some of the tours they went on last year, looking at other municipal facilities.

Meinel questioned if there will be any issues with dust as far as northwest winds blowing towards the school. Higgins stated there will not be much material stored there. Donner and Wodalski stated the site will all be paved. Wodalski stated any material stored on site there will be within a 3-sided enclosure with a roof. Maloney stated this will be very neighborhood friendly.

Cronin asked if there has been any negative feedback from neighboring property owners.

Higgins stated she received a phone call today, but the person was just curious what was going there, and just wanted to be sure it was not going to be a gas station.

Maloney stated he took a call from a property owner this weekend, who owns a lot of property in Weston, and once she found out about this project, she was fine. He stated she had some concerns about the medians in the road, where she would like us to test astroturf, like what is in Wausau.

Maloney stated we started negotiations on these parcels in October, and recently closed on them. The two smaller lots along Ross Avenue were negotiated in to help with access control in that intersection.

There was discussion about 4210 Ross Avenue being for sale, and how that could have made for a nice entrance. There was discussion on there being two entrances off of Camp Phillips Road.

c. Public Hearing/Public Comment Period.

Dave Diesen, 1804 Highland Avenue, Weston, commented how Meinel brought up a good point with a charter school across the street, he feels a contact with them would be a good suggestion.

d. Written Correspondence.

None.

e. Close Public Hearing.

Maloney closed the hearing at 6:12 p.m.

f. Discussion by Plan Commissioners.

None.

g. Staff Report.

None.

h. Recommendation by Plan Commission to the Board of Trustees on the Comprehensive Plan Amendment.

Motion by Jordan, second by Cronin: to recommend approval on the Comprehensive Plan Amendment.

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

<u>Member</u>	<u>Voting</u>
Sparks, Wally	NOT VOTING
Maloney, Mark	YES
Cronin, Steve	YES
Gau, Duane	NOT VOTING
Guerndt, Gary	YES
Jordan, Joe	YES
Meinel, Steve	YES

i. Recommendation by the Plan Commission to the Board of Trustees on the Rezone Request.

Motion by Jordan, second by Guerndt: to recommend approval on the Rezone.

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

<u>Member</u>	<u>Voting</u>
Sparks, Wally	NOT VOTING
Maloney, Mark	YES
Cronin, Steve	YES
Gau, Duane	NOT VOTING
Guerndt, Gary	YES
Jordan, Joe	YES
Meinel, Steve	YES

7. Public Hearing – Project #20200162 – Village of Weston request for proposed amendment to the Comprehensive Plan and the Official Zoning Map - A parcel of land being part of Lot 1 of Certified Survey Map 17438 located in the Southwest ¼ of the Southeast ¼ of Section 23, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin. Said parcel contains 615,585 SF or 14.13 Acres. Subject to all roadways and easements of record. Land use designation from Park and

Recreation to Industrial and zoning from AR Agriculture and Residential to LI Limited Industrial. (PIN 192 2808 234 0990)

a. Open Public Hearing.

Maloney opened the public hearing at 6:14 p.m.

b. Presentation by Staff.

Higgins stated this is the “Mashuda” property, which was previously looked at for a sports complex. Board of Trustees directed staff to sell this property as part of the Business Park. At last Plan Commission, they talked about leaving Lot 2 for parking area for the pond, and if that does not happen, we can bring that back later. Looking at the proposed CSM, we are looking at a rezone and Comprehensive Plan Map Amendment to a portion of lot 1 and lot 3. Lot 1 is going through a sale before the Board of Trustees.

c. Public Hearing/Public Comment Period.

None.

d. Written Correspondence.

Wheaton stated we received two comments today. One from Darlene Wiesneski, who owns the 40-acre parcel on the southwest corner of Weston Avenue and Zinser Street, who is fine with changes but wanted to know if this will have any affects on her land. The other comment was from Michael Meuli, who owns a 40-acre parcel on the southwest corner of Weston Avenue and Jones Street, he is also fine with this but had questions on the use of his land and how this may affect it.

e. Close Public Hearing.

Maloney closed the hearing at 6:16 p.m.

f. Discussion by Plan Commissioners.

Higgins clarified the proposed property layout on the proposed CSM.

Maloney stated Board of Trustees decided to keep some land with pond for parking.

g. Staff Report.

Higgins stated staff recommends approval.

h. Recommendation by Plan Commission to the Board of Trustees on the Comprehensive Plan Amendment.

Motion by Jordon, second by Meinel: to recommend approval on the Comprehensive Plan Amendment.

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

<u>Member</u>	<u>Voting</u>
Sparks, Wally	NOT VOTING
Maloney, Mark	YES
Cronin, Steve	YES
Gau, Duane	NOT VOTING
Guerndt, Gary	YES
Jordan, Joe	YES
Meinel, Steve	YES

i. Recommendation by the Plan Commission to the Board of Trustees on the Rezone Request.

Motion by Jordan, second by Cronin: to recommend approval on the Rezone.

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

<u>Member</u>	<u>Voting</u>
Sparks, Wally	NOT VOTING
Maloney, Mark	YES
Cronin, Steve	YES
Gau, Duane	NOT VOTING
Guerndt, Gary	YES
Jordan, Joe	YES
Meinel, Steve	YES

8. Public Hearing – Project #20200127 – Jim Pinsonneault , 5002 Arrow St, Weston, requesting a Conditional Use Permit to allow an Outdoor and Vehicle Repair and Maintenance use within the B-2 (Highway Business) Zoning District at 3702 Schofield Ave. (PIN 192-2808-174-0883)

a. Open Public Hearing.

Maloney opened the public hearing at 6:20 p.m.

b. Presentation by Applicant.

Pinsonneault, 5002 Arrow Street, Weston, was present in support. He explained how he approached the Village two years ago on either needing to remodel or relocate his business. He has a small automobile repair shop, which he started by himself, and now employees four people. He is in an existing building on Schofield Avenue, which was not in good repair when he moved into there, and they have done a fair amount of improvements with painting, doors, a big interior remodel, installed all new lighting, electrical, HVAC, and now has a clean waiting area, all to make this a safe clean place to work. He stated he approached staff to find out where he could relocate to. Then the Schofield Avenue Corridor Plan came out last year and he attended that hearing. During this meeting a parcel, zoned B2 was identified. Pinsonneault stated he asked specifically if automobile repair shops were permitted in B2 zoning districts, and he said he was told they are. He pointed out this lot is vacant and at the time it was stated this is important to be developed. He contacted the property owner and was able to purchase the property in 2019, and moved forward in getting plans with two different contractors to build a new automobile repair facility. He has met with Village staff since through phones calls and email correspondence. He understands in order to have this business in the B2 it has to be approved by Plan Commission. He stated there are some things on the plan that needs a variance or approval by Plan Commission in order to move forward, and he is hoping to work out a compromise and be able to develop this property to make it more valuable than just a vacant piece of land.

Jordan questioned the diagonal line from Mount View to Schofield Avenue. Wheaton stated that is the edges of the asphalt. The rest will all be greenspace. Maloney questioned if that area all has to be greenspace, as it was originally planned for a park.

There was discussion on the vision triangle area. Pinsonneault stated there would not be any vehicles parked there. Wodalski stated the vision triangle is 20 feet.

Maloney commented on the height of the building. Pinsonneault stated that is noted on the plan now and the height will be 17 feet.

Wheaton stated there was some discrepancies with the landscaping plan versus what was indicated on the landscaping worksheet.

Maloney questioned the purpose of the submission of the photos of the garage doors on other businesses. Guerndt stated he believes the situation was not meeting the 60/40% requirement, and how these other places do not meet that. These were just samples of existing properties with overhead doors facing the right-of-way. Guerndt pointed out that Higgins has clarified those other properties were done under different codes or are under different zoning districts. Guerndt stated how in an Industrial Park there is more forgiveness, but this is on a main corridor where we want to protect that 60%. Guerndt suggested Pinsonneault consider glass doors as glass qualifies as part of the 60%. Pinsonneault explained his examples. Guerndt stated Tine and Cellar does not have an automobile use. Maloney stated the glass doors there are to give a café look. He feels the car washes are trying to show a clean car coming out of the building, and those plans have been submitted and approved since new code. Higgins stated the code does not list overhead doors facing the right-of-way as prohibited. She explained Section 94.10.03(14), states "...Garages and loading docks...shall not be the dominant visual element from public rights-of-way unless pre-existing site or building conditions would not allow this...". She stated with Tommy Wash, with the architectural elements, you don't see that there is a door there. She stated with Auto Select that was an existing site. She pointed out Pinsonneault is developing a greenfield site. Higgins stated Pinsonneault could incorporate glass doors to get to the 60%. The biggest issue is not meeting requirements around the rest of building. In the commercial areas, those requirements go all the way around the building. In the industrial you do not have to meet that. Only on street facing sides.

Pinsonneault asked if on proposed expansion walls, if they do not have to meet that percent requirement. Higgins stated we would only do that for a certain time period. Pinsonneault stated the expansion is planned (and shown) to be on the west side of his building. He is also working with Arden Emmerich to purchase the lot to the north because Village staff had issues with the driveway easement that was there, which will allow him to add on to the north as well. This is the reasoning why there is no brick or stone on the north or west sides. He stated both street facing sides have the approved materials. Higgins stated there would need to be some kind of Development Agreement put in place with Village Board and Plan Commission so that it is done within a certain timeframe. Higgins stated then the required materials get added after-the-fact or the expansion takes place within a certain time, otherwise there are no guarantees that will ever happen. It was also clarified that staff did not have a problem with the driveway easement. We had only told the applicant it would be required as he needed to access the driveway over the Emmerich property.

Pinsonneault stated how during the summer months, his doors will be open, so glass or not you would not see them. The side that faces Mount View Avenue exceeds the 60%. [Staff note: this façade does not meet the 60% requirement. It is currently 51%.

Cronin commented on a letter from the owner to the north who expressed concerns about noise and screening from the north. Higgins stated there is no bufferyard required because the north lot is commercial.

Higgins explained all the properties surrounding this property, and explained the cemetery along the west side.

Pinsonneault wants the noise from his shop projected towards Schofield Avenue. To face them other directions will project noise to residents.

Wheaton stated the percentages on the building are 51% front, 48% on east. Wheaton stated public street facing is 60% and non-street facing is 40%.

Donner questioned the dashed line indicating future building addition.

Guerndt questioned if they were to require Pinsonneault to put up a fence along the north side, could he get away with not meeting the 40%? Higgins stated that would be up to PC. We are bound by the code, and as staff, we don't have the leeway to allow it. Guerndt questioned the entry on Mount View Avenue. Pinsonneault

stated he was told he could not have that entry there because it did not meet paving setback. The main entrance will be off of Schofield Avenue.

The refuse area is planned along the west of the building. If he expands there, it would get pushed further to the west. Pinsonneault described the existing trees and landscaping on this property. He would prefer right now to leave those existing trees there as a buffer for now.

Guerndt questioned if Pinsonneault can use the driveway off of Mount View or not. Higgins stated it just needed a cross access easement agreement, since that driveway serves both Pinsonneault's property and Emmerich's property. Higgins stated we would rather they share the entrance versus two entrances next to each other.

Guerndt questioned Wheaton if Pinsonneault were to take the dumpsters and move them to the north side of the building, if there would be enough room. Wheaton stated he would need to maintain the 6 foot setback from the property line and the 10' setback from the building so it would get pretty tight there. Pinsonneault stated when he originally worked with his hauler, that was their original recommendation (north side), but he could not meet the 6-foot setback.

Guerndt suggested he fence the north side and put his dumpsters there, then he could get away from the 40% on that side. He feels moving that dumpster enclosure west further along with the parking lot revisions for a future expansion will be a pain. There was discussion on how the hauler would get around the property.

Wheaton brought up no curb and gutter on parking lot plan. It does not affect storm water much. There is no sidewalk on the Mount View Avenue side. There is curb and gutter on Mount View Avenue, so code requires sidewalk to be there. Pinsonneault stated there is no sidewalk to connect to, to the north. Maloney feels we would require a sidewalk on the property to the north of his too. Pinsonneault commented on this residential neighborhood and sidewalk discussions going on there.

Maloney questioned the snow placement issue and how it will be in the way of the landscaping. Pinsonneault questioned where he is supposed to go with this snow storage with all the required landscaping. Maloney stated a lot of businesses have their snow removed. Wheaton stated he could shift his shrubbery and make room for snow storage. Donner stated could adjust where customers park and store snow there. Higgins stated landscaping can be shifted to open up a spot for snow storage.

Higgins explained the landscaping and how it could shift and Pinsonneault questioned about the existing trees. Higgins stated if they show the existing trees on the plans, those can get counted towards the landscaping.

Wheaton stated a landscaping plan was submitted but not included in this packet.

Higgins stated Conditional Use Permit is tied to the site plan. Staff is recommending denying or deferring so that we can continue working with Pinsonneault, based on what Plan Commission decides to do. Staff does not have the ability to give waivers, that is for Plan Commission. We would want something for the future addition shown. Jordan asked Pinsonneault if he is opposed to the dumpster enclosure in the back (north side). Pinsonneault is in support of that, but it would not meet the 6-foot setback.

Jordon suggested the enclosure be on the backside, with the fence extending along the entire north property line to address vision with neighbors to north. Jordon feels it makes sense to have the doors along the front to avoid the noise. Jordon questioned if Pinsonneault is advocating for glass doors? Pinsonneault stated he is not for energy conservancy concerns and because the glass doors will allow the sunlight to glare through making it difficult to see. Jordan is fine with metal doors. He confirmed that Pinsonneault is willing to work with staff on the landscaping details.

Cronin questioned if some kind of time constraint should be added for building expansion. Jordan is opposed to having a date (based on what happened to his property), though is fine with describing a long-term plan.

Donner stated we are talking about a Conditional Use here because this land use is not a permitted use by right here. One of the things the code asks for is compliance with code. With the Schofield Avenue Corridor, we want to preserve the look of the plan. It is up to the Commission on the recommendation.

Guerndt brought up fencing options, and stated if Pinsonneault would construct a decent 6-foot tall fence around the expandable side faces going to the tree line. Guerndt questioned if veneer could go over the overhead doors.

c. Public Hearing/Public Comment Period.

None.

d. Written Correspondence.

Wheaton stated we received an e-mail from Zach Drewek, who has the noise and screening concerns.

e. Close Public Hearing.

Maloney closed the hearing at 7:05 p.m.

f. Discussion by Plan Commissioners.

Guerndt questioned if there are any issues in front. Maloney likes the look of building. Cronin question possibly tinting the glass so the light could not come in? There was a discussion about a different rendering shown. Jordan feels glass does not make practical sense. Pinsonneault stated there will be no windows in the overhead doors. The exhaust will come out the north side.

g. Staff Report.

Donner stated the staff report discussed the building materials, need more determination from Plan Commission on the curb requirement by landscaping. Pinsonneault stated a letter he received from Justin Vreeland who drew up the drainage plan, and recommended the water will drain into the streets stormsewer. Vreeland's recommendation is to drain as much of that water into the grassy area to filter it before it hits the stormsewer. Wodalski stated we allow the use a variation of curb, and there are ways to make it drain that way. Wodalski stated he sees a lot draining into stormsewer. Wodalski stated the curb will help direct the water. Mountable curb will allow him to plow snow. Pinsonneault said if Plan Commission recommends mountable, he will do that. Maloney stated we would want the south and east sides to have curbing. Not require in the expansion area. Donner stated the expansion area is the building. Higgins stated the parking lot would not change, just get re-striped. Guerndt commented on angled parking. Donner questioned if the parking lot plan shown here is how it will look from day one. Pinsonneault commented on Plan Commission suggesting moving the parking lot west and putting in angled parking stalls.

Maloney stated sidewalk will be required along Mount View Avenue.

Donner stated there is no interior plumbing plan included. He discussed plans for plumbing are shown on the building plan. Guerndt commented on grease floor now shown. Jordan stated that could be subject to staff review. This will have to go to State who will require the catch basin.

h. Action by Plan Commission.

Wheaton stated this approval is Conditional Use Permit, not the site plan approval. Wheaton stated they could deny or defer until we receive an updated site plan.

Higgins stated the site plan is tied to the Conditional Use Permit and explained the staff recommendations. If they defer, this would come back next month. Staff would work with Pinsonneault on his revised plans.

Motion by Guerndt, second by Cronin: to recommend deferral on Project #20200127.

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

<u>Member</u>	<u>Voting</u>
Sparks, Wally	NOT VOTING
Maloney, Mark	YES
Cronin, Steve	YES
Gau, Duane	NOT VOTING
Guerndt, Gary	YES
Jordan, Joe	YES
Meinel, Steve	YES

9. Public Hearing – Project #20200157 – Aaron Pince, 523 McIndoe Street Wausau, WI 54403, requesting a Conditional Use Permit to allow a Personal Storage Facility within the LI (Limited Industrial) Zoning District at 7804 Service Lane, Units #3 & 6. (PIN 192-2808-233-0024)

a. Open Public Hearing.

Maloney opened the public hearing at 7:23 p.m.

b. Presentation by Applicant.

Aaron Pince, 523 McIndoe Street, Wausau, was present. They have a facility in the commercial condo building and wants to repurpose and make interior storage.

Wheaton stated Pince is proposing to put in 21 units in their two units. There will be no exterior changes to building.

Guerndt questioned the asphalt on that property and who is responsible for finishing it with the condo association. Pince stated West 29 is responsible. Pince stated they are waiting for 2nd lift. Higgins stated that most developers claim they are adding on, and then it never happens. Tatro stated we could start legal action. Higgins stated we will have to call the owner for that. Guerndt stated he has the sister's contact information and could provide that to staff. Higgins stated this is what Maguire was hired was to do, these property inspections. Guerndt commented on how the water stands in front of the buildings as it can't get over the curbing without that second lift of asphalt.

c. Public Hearing/Public Comment Period.

None

d. Written Correspondence.

None

e. Close Public Hearing.

Maloney closed the hearing at 7:28 p.m.

f. Discussion by Plan Commissioners.

None.

g. Staff Report.

Staff recommends approval.

h. Action by Plan Commission.

Motion by Guerndt, second by Jordan: to recommend approval of Project #20200157.

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

<u>Member</u>	<u>Voting</u>
Sparks, Wally	NOT VOTING
Maloney, Mark	YES
Cronin, Steve	YES
Gau, Duane	NOT VOTING
Guerndt, Gary	YES
Jordan, Joe	YES
Meinel, Steve	YES

10. Public Hearing – Project #20200164 – Colin Durnen of 52 Properties on behalf of Illinois Avenue Housing, 1141 Main St, Stevens Point, WI 54481, requesting a Conditional Use Permit to allow a Personal Storage Facility within the MH (Manufactured Home) Zoning District at 4311 Schofield Ave. (PIN 192 2808 163 0943)

a. Open Public Hearing.

Maloney opened the public hearing at 7:32 p.m.

b. Presentation by Applicant.

Colin Durnen, of 52 Properties, 1141 Main Street, Stevens Point, was present. He stated this is just taking the existing storage units currently leased to tenants and opening them up to the community. He stated what is available to the public is 23 units as it sits right now. There are a total of 67 units and 42 are rented already (some by people outside of the park). The previous owner had allowed public to lease. This will be a 1st come 1st serve. The tenants have the luxury to have storage on site, but neighbors have option now. They had done some improvements to these buildings.

c. Public Hearing/Public Comment Period.

None.

d. Written Correspondence.

Wheaton stated we received comments from Doug & Jaci Bender, who own the multi-tenant commercial building west of this property, who were just confirming there were no additional buildings going up. Also a comment from Stephanie Nagel, of 4807 E. Jelinek Avenue, wondering if there would be additional buildings being added. Maloney stated he also received a call and as it is right now, is how it will be.

Durnan stated there is a side office that they would like to make additional units. Higgins stated if they expand the use, they will have to come back.

e. Close Public Hearing.

Maloney closed the hearing at 7:34 p.m.

f. Discussion by Plan Commissioners.

None.

g. Staff Report.

Staff recommends approval.

h. Action by Plan Commission.

Motion by Cronin, second by Guerndt: to recommend approval on Project #20200164.

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

<u>Member</u>	<u>Voting</u>
Sparks, Wally	NOT VOTING
Maloney, Mark	YES
Cronin, Steve	YES
Gau, Duane	NOT VOTING
Guerndt, Gary	YES
Jordan, Joe	YES
Meinel, Steve	YES

NEW BUSINESS

11. Resolution 2020-PC-001: A Resolution Recommending Adoption of Components of the Comprehensive Plan of the Village of Weston, Marathon County, Wisconsin; Consisting of Amendments to Chapter 3: Land Use, Specifically Map 3-1 Future Land Use, of Volume 2: Vision and Directions.

Higgins stated this is the formal document, which goes with their earlier action tonight. This document will go before the Board of Trustees next week, which kicks off the public hearing for the Comprehensive Plan. The rezone will sit for a month, and go for approval at the same time as the Comprehensive Plan in July.

Motion by Jordan, second by Meinel: to approve the resolution recommending adoption of Components of the Comprehensive Plan.

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

<u>Member</u>	<u>Voting</u>
Sparks, Wally	NOT VOTING
Maloney, Mark	YES
Cronin, Steve	YES
Gau, Duane	NOT VOTING
Guerndt, Gary	YES
Jordan, Joe	YES
Meinel, Steve	YES

12. Project #20200185: Discussion and Recommendation to the Board of Trustees Final Plat Approval for Markovich Properties Condominium Second Addition.

Wheaton the Village received a site plan for Unit 5 of the Markovich Properties on Schofield Avenue. Staff has been working with them and a dispute came up from Unit 4, with concerns that Unit 5 will block the view of their building. So now Markovich is moving the building over to the east, which Unit 4 is comfortable with. There will be 3 tenants in this new building with parking around.

Motion by Jordan, second by Guerndt: to approve Project #20200185. Q: Meinel questioned the landscaping and plumbing. Wheaton stated they are planning some landscaping of shrubbery around the building. Wodalski stated there are trees in the islands already. Maloney confirmed this will be the last building.

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

<u>Member</u>	<u>Voting</u>
Sparks, Wally	NOT VOTING
Maloney, Mark	YES
Cronin, Steve	YES
Gau, Duane	NOT VOTING
Guerndt, Gary	YES
Jordan, Joe	YES
Meinel, Steve	YES

STAFF REPORTS

13. Acknowledge Report re: May 2020 Staff-Approved Certified Survey Maps and Site Plans.

Motion by Jordan, second by Cronin, to acknowledge Item #13.

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

<u>Member</u>	<u>Voting</u>
Sparks, Wally	NOT VOTING
Maloney, Mark	YES
Cronin, Steve	YES
Gau, Duane	NOT VOTING
Guerndt, Gary	YES
Jordan, Joe	YES
Meinel, Steve	YES

14. Acknowledge Report re: May 2020 Building Permits.

Motion by Geurndt, second by Meinel, to acknowledge Item #14.

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

<u>Member</u>	<u>Voting</u>
Sparks, Wally	NOT VOTING
Maloney, Mark	YES
Cronin, Steve	YES
Gau, Duane	NOT VOTING
Guerndt, Gary	YES
Jordan, Joe	YES
Meinel, Steve	YES

15. Acknowledge Report re: May 2020 New Business Occupancy Permit Issuance.

None.

MISCELLANEOUS

16. Next meeting date

a. Monday, July 13, 2020 @ 6pm – Regular Meeting.

17. Remarks from Staff and Commission Members.

Guerndt questioned how defining Pinsonneault's requirements. Donner stated we went through the bullet points and the discussion in the report. Higgins stated Parker is taking the minutes and we will compile all of that.

ADJOURNMENT

18. Adjournment of PC

Motion by Jordan, Second by Guerndt: to adjourn at 7:41 p.m.

Mark Maloney, Plan Commission Vice Chair and Village Trustee
Jennifer Higgins, Director of Planning & Development
Valerie Parker, Recording Secretary

Valerie Parker

Attachments: FW: Concerns for Tonight's Plan Commission Meeting; Re: 06/08/2020 @ 6PM Village Plan Commission Meeting Packet; RE: Project # 20200164

From: Valerie Parker
Sent: Monday, June 8, 2020 4:04 PM
To: Jennifer Higgins <jhiggins@westonwi.gov>
Cc: PlanDev <plandev@westonwi.gov>
Subject: Public Comments for PC Mtg

Hi Jen,

Though it would be good to put this together regardless. Below is a summary of all the calls/emails I took in today related to our public hearings. Should I forward this info to PC or just read them during the meeting?

Valerie

Project #20200162 Comp Plan & Rezone Village Parcel on Weston Ave:

1. Darlene Wiesneski – owns the 40-acre parcel on the southwest corner of Weston Avenue and Zinser Street. She is fine with the changes, just wanted to be sure it would not affect her land.
2. Michael Meuli – owns the 40-acre parcel on the southwest corner of Weston Avenue and Jones Street. He is fine with the changes, just wanted to learn more about it and had questions on future use of his land.

Project #20200127 Patriot Auto Conditional Use:

1. Zach Drewek – owns the Mountain-Bay Apartments on Mount View Avenue and had concerns about noise and screening (see attached e-mail).

Project #20200164 Stillwater Landing Conditional Use:

1. Doug & Jaci Bender – owns the multi-tenant retail business west of the Mobile Home Park and just verified they are not proposing to construct additional buildings (see attached e-mail).
2. Stephanie Nagel – resides at 4807 E Jelinek Avenue and wanted to confirm no additional buildings being constructed, no trees being impacted along E. Jelinek Avenue side, and no access from E. Jelinek Avenue side (see attached e-mail).

Valerie Parker

Subject: FW: Concerns for Tonight's Plan Commission Meeting

From: Valerie Parker

Sent: Monday, June 8, 2020 2:40 PM

To: Jennifer Higgins <jhiggins@westonwi.gov>; Emily Wheaton <ewheaton@westonwi.gov>

Subject: FW: Concerns for Tonight's Plan Commission Meeting

FYI... for tonight's meeting.

-----Original Message-----

From: Zach Drew <drewekinc@gmail.com>

Sent: Monday, June 8, 2020 2:37 PM

To: Valerie Parker <vparker@westonwi.gov>

Subject: Re: Concerns for Tonight's Plan Commission Meeting

Hello Valerie,

Thanks for addressing our concerns. Noise and privacy screening is really it. We would ask that if the proposed development is allowed to advance that privacy screening to the north would be considered regardless of zoning or approved land use. Not sure how acceptable noise levels could be addressed, but those are our concerns.

Thanks.

Zach Drewek

715-470-4701

Drewek Inc.

From: Valerie Parker

Sent: Monday, June 8, 2020 11:46 AM

To: Zach Drewek (<drewekinc@gmail.com>) <drewekinc@gmail.com>

Cc: PlanDev <plandev@westonwi.gov>

Subject: Concerns for Tonight's Plan Commission Meeting

06/08/2020

Hi Zach,

It was nice speaking with you regarding your concerns of the proposed vehicle repair facility (Patriot Auto – Jim Pinsonneault) at 3702 Schofield Avenue.

Since we typically require written comments and concerns to be taken to Plan Commission, I offered to put in an e-mail confirming your concerns, which you will reply that my interpretation of our discussion is accurate. Below your concerns, I did list information found within the report.

1. Noise concerns – you are concerned about noise issues throughout all hours of the day.
 - a. *I do see in the report, their hours of operation will be Monday – Friday, 8am – 5pm.*

2. Screening – you are concerned that there will be junk laying around the backside of the property that your tenants will have to look at.
 - a. *In the report, the owner states there will be vehicles stored outside and inside of the building. Scrap metals, trash, recyclables, and other industry related items will be stored in a “dumpster enclosure” adjacent to the building to the west.*
 - b. *It appears that since the property directly north of this one is also zoned B2 (Highway Business), there is no bufferyard requirement.*
3. Will this go to any other meetings?
 - a. A Conditional Use Permit requires that a site plan submittal meeting our Zoning Code be provided. Since this site plan does not meet all the requirements of our zoning code, staff is recommending to the Plan Commission to either defer or deny this Conditional Use Permit request. If Plan Commission defer or deny, this will come back again at a later time. If they approve this CUP and site plan, then there would be no other meetings (such as Village Board) to approve.

Please reply letting me know that I have your concerns correct, and feel free to add any other comments. We will share this with our Plan Commission for tonight’s meeting.

Also, as I mentioned, there is a way that you can call in to discuss your concerns, which can be done during the Public Comments section of the agenda (near the beginning of the meeting), then you would not have to stay tuned in for the entire meeting. You would call: 1 312-626-6799, ID#928 9671 1241. You can find this information on the attached meeting agenda.

Jen or Emily – please feel free to make any comments or corrections to the responses I provided.

Sincerely,

Valerie Parker

Planning Technician

Village of Weston, Wisconsin

5500 Schofield Ave, Weston, WI 54476

Direct Office: [715-241-2607](tel:715-241-2607)

Department Office: [715-241-2613](tel:715-241-2613)

Direct Email: vparker@westonwi.gov

Department Email: plandev@westonwi.gov

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Valerie Parker

From: Doug Bender <bender@benderrent.com>
Sent: Monday, June 8, 2020 1:19 PM
To: Valerie Parker
Subject: Re: 06/08/2020 @ 6PM Village Plan Commission Meeting Packet

Thanks Valerie. Appreciate it
Take care

Sent from my iPhone

On Jun 8, 2020, at 9:41 AM, Valerie Parker <vparker@westonwi.gov> wrote:

06/08/2020

Hi Jaci,

They are not proposing to add any storage units, so this is for their existing storage units. They are proposing to open up rental of these storage units to the public.

I have that full report (with site plan) attached for your use.

Have a wonderful day!

Sincerely,

Valerie Parker

Planning Technician

Village of Weston, Wisconsin

5500 Schofield Ave, Weston, WI 54476

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From: Doug Bender <bender@benderrent.com>
Sent: Saturday, June 6, 2020 10:11 PM
To: Valerie Parker <vparker@westonwi.gov>
Cc: Rodney Bender <rbrllc@yahoo.com>; Ruby King <rugene416@gmail.com>
Subject: Re: 06/08/2020 @ 6PM Village Plan Commission Meeting Packet

Thanks for the monthly meeting notice Valerie. With the zoning change for the Trailer Park on Schofield Avenue, do you have a plan on where and how many storage units being planned?

Jaci Bender

Sent from my iPad

On Jun 5, 2020, at 5:40 PM, Valerie Parker <vparker@westonwi.gov> wrote:

06/05/2020

Bcc: All Officials; All Staff, Board of Trustees, Plan Commission, Public Meeting Notices, PC Agenda Item List

The Village Plan Commission will hold their monthly meeting at the Weston Municipal Center. The Public may join the meeting by audio (via Zoom or phone) to make comments. See instructions below. If joining in person and the 6 feet of social distancing is unable to be met people will be required to wear masks.

Public participation

To join the **audio only** meeting to make comments via **Zoom**, please visit: <https://zoom.us/j/92896711241>

To join the audio only meeting to make comments via **phone**, please dial:
+1 312 626 6799 US (Chicago)
+1 929 436 2866 US (New York)
Meeting ID: 928 9671 1241

The meeting agenda for quick reference is attached. The Plan Commission meeting packet can be found on the Village's website: <https://westonwi.gov/AgendaCenter/ViewFile/Agenda/06082020-1069>.

Have a wonderful weekend!

Sincerely,

Valerie Parker

Planning Technician

Village of Weston, Wisconsin

5500 Schofield Ave, Weston, WI 54476

Direct Office: [715-241-2607](tel:715-241-2607)

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law, senders and receivers of Village e-mail should presume that any e-mail is subject to release upon request.

<00 Mtg_PC_200608_Agenda.pdf>

<10_MTG_200608_PC_Stillwater Landing CUP.pdf>

Valerie Parker

Subject: FW: Project # 20200164

From: Valerie Parker
Sent: Monday, June 8, 2020 12:38 PM
To: Stephanie Nagel <stepnagel@outlook.com>
Cc: PlanDev <plandev@westonwi.gov>
Subject: RE: Project # 20200164

06/08/2020

Hi Stephanie,

Sorry if there was any confusion. But yes, just regarding the existing buildings – no new buildings.

Hope you have a great day!

Valerie

From: Stephanie Nagel <stepnagel@outlook.com>
Sent: Monday, June 8, 2020 12:25 PM
To: Valerie Parker <vparker@westonwi.gov>
Subject: RE: Project # 20200164

So this is basically just changes to the storage units they currently have on the west side of the trailer park? From the letter it seemed that new ones were going to be built.

Thanks Valerie 😊

Have a good day and stay out of the heat!

Stephanie

From: Valerie Parker <vparker@westonwi.gov>
Sent: Monday, June 8, 2020 11:59 AM
To: Stephanie Nagel <stepnagel@outlook.com>
Cc: PlanDev <plandev@westonwi.gov>
Subject: FW: Project # 20200164
Importance: High

06/08/2020

Hi Stephanie,

I did receive your voicemail, along with several others (on other topics) and was working my way down on the list. 😊

It appears, aside from some cosmetic changes (new doors and roofs) to the existing storage buildings, the only change here will be that the storage buildings will be opened up for the general public to rent, versus just the tenants of the park. The access into the property will remain the same from Schofield Avenue.

Please let me know if you have further questions or comments. We can share your concerns with Plan Commission, if you would like.

Sincerely,

Valerie Parker

Planning Technician

Village of Weston, Wisconsin

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From: Stephanie Nagel <stepnagel@outlook.com>

Sent: Monday, June 8, 2020 10:54 AM

To: Valerie Parker <vparker@westonwi.gov>

Subject: Project # 20200164

Importance: High

Good Morning Valerie,

I left a voicemail for you but now how frequently you are able to check it. I had some questions regarding the project noted above for personal storage facility.

I am wondering if the access to the storage facility would be off Schofield avenue? Also, will they be removing the trees on the E Jelinek Ave side? Will they be fencing in the area for security and to block the unsightly view?

I guess I am opposed to anything that will bring down property values for our E Jelinek neighborhood. And anything that brings additional traffic onto E Jelinek where speeding is already an issue and the village has done nothing to bring about traffic calming.

We already have the trailer park and the industrial/business area to the east to contend with.

Stephanie Nagel

4807 E Jelinek Ave

Weston, WI 54476

(715)298-0914

Village of Weston, Wisconsin
OFFICIAL MEETING MINUTES OF THE PUBLIC WORKS & UTILITY COMMITTEE
Monday, May 11, 2020, at 4:30 p.m.

AGENDA ITEMS

1. Meeting called to order by Chairman – Nate Fiene at 4:30 p.m.
2. Welcome, introductions and acknowledgement of guests.

None.

3. Roll Call by Recording Secretary Coleman:

Nate Fiene {C}	Present
Hooshang Zeyghami	Present
Jon Ziegler {VC}	Present
John Jensen	Present
Tom Hubbard	Excused

4. Approval of 3/09/20 minutes.

M/S/P Ziegler/Jensen: to approve the minutes from the meeting 03/09/20 meeting.
Yes Vote: 4 No Vote: 0 Abstain: 0 Not Voting: 1 Result: Pass

Nate Fiene	Yes
Jon Ziegler	Yes
John Jensen	Yes
Hooshang Zeyghami	Yes
Tom Hubbard	Excused

Public Comments.

This is actually number 23 below. Oliver Burrows from 5008 Sunset St in Weston. He is requesting Public Works Committee to forward this to Village Board to allow for a variance for future modification requiring new or reconstruction areas to have sidewalks. Burrows indicated that these sidewalks have no where to go on the cul-de-sac streets of Sunset and Arrow. There are less than 12 houses on this street. Burrows indicated that he does not see a need for sidewalks in order to fulfill the original purpose or intent. The amount of foot traffic is minimal. Wodalski indicated the full ordinance is attached which was passed in 2015. Burrows said that from his research eliminating the sidewalks does change the cost of the project. It does not undermine the Village's purpose or vision of the Village. Burrows indicates there is no need for a sidewalk as there is no through traffic and only 14 houses. There is less than

25-30 people walking on this block each week. Zeyghami indicates if we change the ordinance, then we have to continue doing so for any future revised or new subdivisions. Jensen stated we have eliminated the creation of future cul-de-sacs. Ziegler agrees with Jensen, but how do you revise the ordinance so we don't have to change it. Ziegler said if it is revising the ordinance then it doesn't make sense. Zeyghami said we would have to change the ordinance so that they could vote on it. Fiene said he understands, he is worried about us setting a precedent. Others in less reasonable instances will come forth. Rewriting the ordinance may have an effect on future grants where it is warranted. Burrows said this is a one-time issue and not precedent setting. Wodalski says we have 92 cul-de-sacs in the Village, so we do have a lot of existing ones. Donner said we could look at the lengths of these cul-de-sacs. Burrows said there is no opportunity to connect the cul-de-sacs to any other roads. Ziegler said when we open it up to the public, you receive various understandings or misunderstandings. Fiene suggested that this be brought to the Board of Trustees to see if any more action can be taken. Burrows thanked us for allowing him to speak.

ACKNOWLEDGE WORK PRODCUT TRANSMITTALS

5. Acknowledgement of water and sewer permits and applications.

None.

Wodalski indicates that items 6 – 14 is to give everyone an update as these items were previously approved by the board. Zeyghami asked before discussions that we obtain certificates of insurance on all these contractors to avoid liability. Wodalski indicates that we do have their certificates of liability to hold harmless the Village of Weston.

6. Mesker Well Rehabilitation
7. Foremost/Kerry Well Rehabilitation
8. Street Sweeper Lease Approval
9. End Loader Purchase
10. Bloedel Well Fence

Zeyghami asked to see the map. Wodalski indicates there is a heavily wooded area on the back side. The main reason is people are using this as their dog park and we are hoping this is a stage 1 deterrent and they are less likely to do anything with the well house. If it doesn't prevent it, we should finish it off and put a gate on it. Zeyghami said we should put the fence on it all the way around.

11. Weston School East Neighborhood Reconstruction Project Contract Award

- 12. Callon Ave Engineering Design Award
- 13. Frontage Rd and Evergreen Rd Engineering Design Award
- 14. Replacement Plow Truck/Grader Purchase
- 15. Fire Hydrant Painting RFP – current RFP we have is zero.

M/S/P Ziegler/Jensen: to acknowledge item 6 thru 15 items.
 Yes Vote: 4 No Vote: 0 Abstain: 0 Not Voting: 1 Result: Pass

Nate Fiene	Yes
Jon Ziegler	Yes
John Jensen	Yes
Hooshang Zeyghami	Yes
Tom Hubbard	Excused

EDUCATION, PRESENTATIONS, AND REPORTS

None.

POLICY DISCUSSIONS AND RECOMMENDATIONS

- 16. Recommendation to Award 2020 Crack Sealing Project

Award Precision Seal Coating bid of \$98,940.

M/S/P Jensen/Ziegler: to award bid to Precision Seal Coating for the price of \$98,940.

Yes Vote: 4 No Vote: 0 Abstain: 0 Not Voting: 1 Result: Pass

Nate Fiene	Yes
Jon Ziegler	Yes
John Jensen	Yes
Hooshang Zeyghami	Yes
Tom Hubbard	Excused

- 17. Recommendation to Award 2020 GSB-88 Pavement Sealing Project

Fahrner Asphalt bid \$66,815 which is Sandy Lane from Hewitt to Alex, Schofield Ave from Ryan to Highway J, and Neupert Ave: Business 51 to Alderson St.

M/S/P Zeyghami/Jensen approve awarding bid to Fahrner Asphalt for cost of \$66,815..

Yes Vote: 4 No Vote: 0 Abstain: 0 Not Voting: 1 Result: Pass

Nate Fiene	Yes
Jon Ziegler	Yes
John Jensen	Yes
Hooshang Zeyghami	Yes
Tom Hubbard	Excused

18. Recommendation to Award 2020 Chip Seal/Micro Surface Project

The recommendation is to continue with chip sealing with the fog seal as opposed to microsurfacing these streets. The fog seal locks in the loose chips and prevents the loose chips going down the drains and on the roads. Looking at cost, Scott Construction's bid amount to chip seal and fog seal was \$13,000 less than the microsurface.

M/S/P Jensen/Zeyghami motion to approve Scott Construction for chip sealing.
 Yes Vote: 4 No Vote: 0 Abstain: 0 Not Voting: 1 Result: Pass

Nate Fiene	Yes
Jon Ziegler	Yes
John Jensen	Yes
Hooshang Zeyghami	Yes
Tom Hubbard	Excused

19. Recommendation to Award 2020 Asphalt Overlay Project

American Asphalt prices came in a little over budget, but we have some wiggle room with the overall surface maintenance budget with other items coming in under budget.

M/S/P Zeyghami/Jensen approved American Asphalt awarded Overlay Project.
 Yes Vote: 4 No Vote: 0 Abstain: 0 Not Voting: 1 Result: Pass

Nate Fiene	Yes
Jon Ziegler	Yes
John Jensen	Yes
Hooshang Zeyghami	Yes
Tom Hubbard	Excused

20. Recommendation to Award Ross Avenue Paving Project

Wodalski stated at the 3/16 Board Meeting, it was approved to use \$250,000 from the TIF Funds to pay for the work on Schofield Ave in 2019 which was originally borrowed for. Thus, the board approved utilizing the \$250,000 to repave Ross Ave between Birch St and Camp Phillips with those funds. There were a couple different alternatives on bidding this project. Wodalski showed the breakdowns between the options. Utilizing a 25-foot pavement section for section A and then repaving the intersections near Camp Phillips, the cost is just over the \$250,000 mark at \$250,742 for just the 25 ft driving sections for A & B.

M/S/P Ziegler/Zeghami approved Paving Project
Yes Vote: 4 No Vote: 0 Abstain: 0 Not Voting: 1 Result: Pass

Nate Fiene	Yes
Jon Ziegler	Yes
John Jensen	Yes
Hooshang Zeyghami	Yes
Tom Hubbard	Excused

21. Recommendation to Award Schofield Avenue Concrete Repair Project

\$133,820 from Birch St to Camp Phillips Rd, there are several slabs near Normandy St as well that will be repaired. CPR Inc was low bidder. CIP Budget was \$175,000 so we are under budget. CPR Inc. did some Schofield Ave repairs in 2014 or 2015 and they are a reputable concrete contractor.

M/S/P Jensen/Zeyghami approved to award Concrete Repairs to CPR Inc. for Cost of \$133,820
Yes Vote: 4 No Vote: 0 Abstain: 0 Not Voting: 1 Result: Pass

Nate Fiene	Yes
Jon Ziegler	Yes
John Jensen	Yes
Hooshang Zeyghami	Yes
Tom Hubbard	Excused

22. Recommendation to Purchase Replacement Skid Steer

Several dealers dropped off demo units for staff to try out at Ryan Street. Staff's preference was the CAT machine because it had the best response, joy stick worked well and most fluid machine. Quotes Bobcat \$47,850, CAT \$55,508, and John Deere \$54,859. Staff prefers the CAT and they are very good to work with. They are here in Weston and we can rent attachments easily as well. Bobcats are not set up like CATs and hydraulics are different to attach parts to. Jason Lenhard (Village Fleet Foreman) indicated CAT was the unanimous preference by the operations staff out of the three.

M/S/P Fience/Ziegler approved purchase of CAT Skid Steer.
Yes Vote: 4 No Vote: 0 Abstain: 0 Not Voting: 1 Result: Pass

Nate Fiene	Yes
Jon Ziegler	Yes
John Jensen	Yes
Hooshang Zeyghami	Yes
Tom Hubbard	Excused

23. Discussion and Possible Action following up from the Weston School East Neighborhood Reconstruction Project

a. Replacement of Trees and Street Tree Planting

The question of street trees was brought up by residents. Normally we would replace a pine for a pine, maple for a maple. Some people want a maple for their pine. It is something we should look at as well. Village Arborist Falkowski has stated in the past that we should not plant trees in ditches.

M/S/P Zeyghami/Ziegler approve the replacement of trees for street tree planting offer trees to residents.

Yes Vote: 4 No Vote: 0 Abstain: 0 Not Voting: 1 Result: Pass

Nate Fiene	Yes
Jon Ziegler	Yes
John Jensen	Yes
Hooshang Zeyghami	Yes
Tom Hubbard	Excused

b. Sidewalk on Arrow and Sunset north of Kennedy Ave was discussed early with Oliver Burrows.

24. Update and Discussion on 2020 Street Maintenance Plan

Wodalski gave an overview of the 2020 Street Maintenance Plan with bid results now known. Overall, there is approximately \$3,000 in contingency left. It was further explained how the asphalt patching and concrete patching line items are utilized as we know there are repairs needed, but don't always have specific areas identified at the beginning of the year. If funds become tight during the year there may have to be areas that are deferred to a future year.

Then regarding the capital projects, the two major projects for 2020 are the Weston School East and Schofield Avenue projects where we are projecting after bids have been opened those to come in about \$300,000 under budget. Staff isn't suggesting we do anything with the monies right now as there isn't a guarantee those projects will end up under budget, but we may look at other areas later in the year if those costs do carry forward during the summer.

RESOLUTIONS/ORDINANCES

None.

FUTURE ITEMS

25. Next Meeting date(s):

a. Monday, June 8, 2020 @ 4:30 p.m.	Regular Meeting
b. Monday, July 13, 2020 @ 4:30 p.m.	Regular Meeting
c. Monday, August 10, 2020, @ 4:30 p.m.	Regular Meeting
d. Monday, September 14, 2020, @ 4:30 p.m.	Regular Meeting

26. Topics for future meetings.

27. Remarks from Administrator

28. Remarks from Statt

a. 2019 CIP Project Status Updates:

1. Zinser St Utility Extension

Crane Meadows paving should be done this week and ditch restoration the following week.

2. Harlyn Ave Lift Station

This Wednesday the new station should be starting up and all restoration work should be done by the end of the month.

b. Operations Staff Updates

1. Watermain Flushing

This has been started.

2. Spring Yard Waste Pick Up

Leaf pick up completed and brush should be done by Wednesday. There was extra brush this year as compared to previous years.

28. Remarks from Committee Members.

29. Announcements

ADJOURNMENT BY 5:44 P.M.

**VILLAGE OF WESTON, WISCONSIN
KEITH DONNER, ADMINSTRATOR
REPORT TO THE BOARD OF TRUSTEES
#2020-06-03 FOR JUNE 12, 2020**

1. **Municipal Center re-opening** – The vestibule ticket window is being installed today along with the intercom. I met with the Clerk’s staff on Thursday to discuss concerns & ideas regarding re-opening and bringing staff back. For better effectiveness with accounts payable responsibilities and separation of front office staff, Leah Romanowski’s office will be relocated to the Finance area. My preference is to not staff the front office where the ticket window will be located. The intercom will ring to the receptionist’s phone who can then contact the proper staff person. I would like to see how this works before deciding if we do wish to staff the ticket counter. We would hold meetings in the board room.
2. **Parks, Playgrounds, Skate Park** – Shawn and the Parks team have continued preparations for opening the pool. Shawn and Nate worked with Abbey Tesch of the YMCA this week on changes to Book King and a “What to Expect at the Aquatic Center” document this week. Clerks staff and I provided input on the “What to Expect” document. This document will have to be acknowledged by a purchaser of a pass before it is issued. The “What to Expect” document will also be printed with each pass. Shawn Osterbrink is providing a copy of the document with his report in the board packet.
3. **Municipal Facilities** –Jon Wallenkamp met with EMPD representatives, Josh Finke, Scott Tatro, Michael Wodalski, and me on Wednesday to review plans and discuss the public safety building. Bid advertisement dates are likely to be June 16 and June 23. A pre-bid meeting is planned for June 29. The bid opening is scheduled for July 9. We also discussed putting a specification together for the demolition of the existing warehouse and forwarding information for our public relations efforts.
4. **Muzynoski Request to Vacate Dominika Street** – Paul Duerst of County Land and Title e-mailed me today as to his follow up with Joe Buska. I will be replying, hopefully before the end of the day.
5. **Routes to Recovery Funding** – Last time I mentioned the [Routes to Recovery](#) funding available to county, village, city and town governments with our allotment being ±\$254,000. The general intent is for this money to be used for unbudgeted expenses due to COVID-19 response which could be for extraordinary cleaning, personal protective equipment, labor and other things. We also can use this for small business grants, local match for FEMA disaster relief, or can even share with other units of local government which could include school districts. This money is part of the Federal CARES ACT which the state has apparently created other programs to assist schools, businesses and a special Federal Elections pot. There remains confusion as to which sources to use first. The municipalities plan to discuss this more this coming Wednesday following the regular weekly meeting hosted by MCDEVCO.
6. **Miscellaneous**
 - Attended the Public Works Committee meeting and Plan Commission meeting on Monday.
 - Staff will be doing follow up with Jim Pinsonneault of Patriot Auto regarding site plan requirements for his lot on the corner of Mt. View and Schofield Avenue. This project has become a challenge for staff, the applicant, and the Plan Commission based on Monday’s meeting. Problems center on the applicant’s insistence on pursuing this site despite efforts to steer him elsewhere and the proposed use not being a permitted use by right.
 - Talked with DCE Superintendent, Kris Gilmore, on Thursday regarding new facility site (former GB Produce – she said she would be glad to see the existing building gone), Weston School neighborhood project (sidewalks on Timber), easement on school property for Ryan Street utility crossing, Routes to Recovery (CARES ACT) funding, and other things.
 - Met with John & Justin Penrose (Norcon Construction), MTS, and Village staff on Friday to discuss possible location for Norcon shop and construction yard in Business Park South. They have outgrown their current site off Municipal Street.

VILLAGE OF WESTON, WISCONSIN
JESSICA TRAUTMAN, FINANCE DIRECTOR
MONTHLY DEPARTMENT REPORT TO THE BOARD OF TRUSTEES
#2020-06 FOR June 2020

1. ITEMS OF SPECIAL NOTE

- None

2. WORK PLAN PROJECTS

- We will be submitting our draft financials to the auditor for final review.
- May month end is complete and in the packet.
- The department continues to work on writing up and policy manual, procedural manual, and updating the look to our budget book.
- If there is anything you need let us know! We have a couple slow months before we dive into budget season.
- The Department is continuing to look into available grants to help offset some of our additional/unbudgeted expenses related to COVID 19.

3. IDENTIFIED NEEDS

- None

4. MISCELLANEOUS COMMENTS / ISSUES

- None

What to expect when attending the Weston Aquatic Center during the 2020 season.

The 2020 season for the Weston Aquatic Center poses some challenges for staff to prepare and maintain the facility based on recommended practices from the Wisconsin Economic Development Corporation and Centers for Disease Control regarding COVID-19. Patrons of the facility will also need to be mindful of best practices for social distancing, hand washing, etc. Implementing these best management practices is placing an additional burden on staff to allow people to have an enjoyable experience and peace of mind that measures are in place in the interests of everyone's safety. Special efforts are needed for cleaning and working with patrons to observe recommended practices such as social distancing. As we begin the season, this requires things such as, additional personnel, reduced attendance, and closure of slides and play structures. As the season progresses, we hope to be able to make changes such as opening other parts of the facility and modify some practices but, there can be no certainty of this right now.

The following is a list of instructions about the Weston Aquatic Center for the 2020 season:

1. Entry into the Weston Aquatic Center for the 2020 season will only be allowed via reservation and payment through the village website at www.westonwi.gov/poolpass. **No walk ins will be allowed this season.**
2. When making reservations please note - **NO REFUNDS WILL BE GIVEN FOR ANY REASON (This includes "no shows," cancellations, weather (storms or air temperatures below 65 degrees), fecal accidents, or dropping below the minimum patron count of twenty people).**
3. Reservations will be available for up to 200 people per session for three sessions per day from Monday through Saturday and two sessions on Sundays.
4. There will be 3 gates to enter the facility. To accommodate social distancing patrons will be assigned a specific gate for entering during the reservation process. Gates 1 and 2 will have 67 reservation spots each session, Gate 3 will have 66 reservation spots each session. Gates 2 and 3 will be closed once the pool opens so you must arrive on time for your swim session. You will be asked to exit out the same gate when you leave.

Swim sessions available Monday through Saturday

	Gates Open	Swim Time	Deadline to be out of facility
Session 1	11 AM	11:30 AM – 1:30 PM	1:45 PM
Session 2	2:00 PM	2:30 PM – 4:30 PM	4:45 PM
Session 3	5:00 PM	5:30 PM – 7:30 PM	7:45 PM

Swim sessions available Sunday

	Gates Open	Swim Time	Deadline to be out of facility
Session 1	1 PM	1:30 AM – 3:30 PM	3:45 PM
Session 2	4:00 PM	4:30 PM – 6:30 PM	6:45 PM

NOTES: The extra ½ hour before the scheduled swim time is to allow people time to enter the facility and ½ hour after the scheduled swim time to allow people to exit the facility and provide time for staff to clean between sessions. Reservations will be accepted up to one week in advance of available times.

5. Come dressed in your swimsuits. Use of locker rooms will be limited to the restrooms due to not being able to social distance in these areas. A family changing room/restroom is available for special circumstances.

6. **Please utilize hand sanitizer stations when entering and exiting facility and purchasing items from concession stand. Sinks, with soap and paper towel are also available inside the facility for proper hand washing.**

7. Upon arrival please pick a specific area either on the deck or in the grass where you keep your belongings. Areas will be defined based on the spacing of the chairs **(chairs must remain in their designated locations on the deck and not pulled together)** or paint markings to allow distancing to take place. **Lockers will not be**

available so bring as few items as possible into the facility. The Village of Weston is not responsible for lost or stolen items. A few showers will be available for rinsing off only.

8. Patrons will be allowed to bring their own chairs as there will be limited deck chairs available to accommodate for social distancing on the cement. Chairs brought in by Patrons will not be allowed to be set up on the cement deck space but can be put in your specific grass area. **Patrons are not allowed to carry in water toys, sand toys, balls or other forms of play equipment.**

9. All play equipment, water riders, slides, diving board, volleyball court, sand play area and play structure, water walk, water play structure and water basketball will be **closed**.

10. No equipment will be loaned out including basketball, volleyball or lifejackets. No sports activities will be allowed within the fenced in area. **Please bring your own Coast Guard approved life jacket if necessary.**

11. We encourage people to bring their own water or purchase items from the concession stand or vending machines as the water fountain will not be available. **No carry-ins of food will be allowed.**

12. Group sizes will be limited to 10 people or families living in the same household. **Social distancing will be required throughout the facility.**

13. No daycares, summer camps and other large groups will be allowed.

14. No group rentals, birthday parties, swim lessons or special events unless guidelines change.

Concession Stand

1. Social distancing markings will be placed on the ground outside service windows. If there are long lines please come back when there are less people.

2. Please use hand sanitizer stations outside of service windows.

3. When purchasing food or drinks please return to your specific area to consume these items as there will be limited seating available.

4. Purchases from concession stand can be made with **cash or credit card**.

VILLAGE OF WESTON, WISCONSIN
JENNIFER HIGGINS, DIRECTOR OF PLANNING & DEVELOPMENT
MONTHLY DEPARTMENT REPORT TO THE BOARD OF TRUSTEES
#2020-06 FOR JUNE 2020

1. ITEMS OF SPECIAL NOTE

Scott, Roman and I are back in the office. Tom came back on Friday and Emily and Valerie will still be telecommuting for a bit longer.

Tom continued during the month to post items to our social media sites for business related posts.

I continue to attend the weekly zoom calls of the Municipalities Group with Keith which tend to be mostly COVID-19 updates. Tom has also started attending these again as they are becoming less about COVID-19 and more about Economic Development efforts again.

Scott and Roman began working on the walk up window on Thursday.

We are still in full blown construction season. We continue to try to get things out the door as fast as possible so we can keep projects going.

2. WORK PLAN PROJECTS

Addressing Flag Sign Project – in progress – second phase of this project is in progress with another round of flag sign installations by Lange Signs.

Address number on homes Project – in progress – Wheaton has the letters ready to go. We are just waiting on the Chapter 14 updates to determine if the address number size will change. We received the ordinance back with planned amendments from Mark Roffers and staff is currently reviewing it.

Address Ordinance Update – new project assigned at 12/9/19 PC meeting – in progress - following a residents appeal of the flag sign installed on her property due to the home being over 75 feet from the road, the PC would like to look at a making some adjustments to the ordinance to allow for other types of addressing, instead of flag signs, for those over 75 feet. Until an ordinance amendment is completed, the resident will need to keep her sign. Staff met with MDRoffers in February. Mark is going to be helping us update Chapter 14 Building Regulations where the addressing ordinance is located. We will include the update to the addressing ordinance in the final ordinance that is created. Mark provided staff a draft and is now in the process of reviewing it prior to it going through the review process.

Department Land Development Services Audit – In progress.

- Suggested Ordinance Amendments – completed 1/19
- Creation of Economic Development Coordinator Position – completed 1/2019
- Updated Position Descriptions for Department – completed 11/2018
- Customer Satisfaction Survey – completed 1/2020.
- Draft Policies and Procedure Guide – 2020 project
- Draft Land Development Handbook – 2020 Project

Entryway/Wayfinding Sign Plan – Completed.

- Final Plan was received 1/10/2020. It is available online at https://westonwi.gov/DocumentCenter/View/6296/Entryway--Wayfinding-Plan-DRAFT_digital-July-2019. Tom has completed the RFP for the wayfinding signs design and install. It went to Public Works and Utility Committee in February for their review. The RFP was sent out the end of February and closed the end of May. It will need to go to Public Works/PC next month. This is a 2020 budgeted project, so we hope to have them installed yet this year.

Municipal Facilities Project – in progress

- **Phase 1 ESA** – REI completed this report on November 14. REI did not identify any Recognized Environmental Conditions (RECs) and do not recommend any further investigation.
- **CSM** – Riverside Land Surveying has completed the survey for us to combine the 3 lots together. Need to rezone the properties and then can combine the lots via the CSM.
- **Asbestos testing report** – Maguire received the report back on 12/13.
- **Rezone Property** – Public hearing held at the June PC meeting. Waiting on Comp Plan Amendment next month.

Nuisance Ordinance Updates – complete

- Ordinances were approved in August. Emily helped reformat the ordinance. I have them all uploaded online.

Park Fee Impact Analysis and Subdivision Ordinance Revisions – in progress – we discussed at the May PC meeting. Staff was directed to look at adding a fee for parkland improvements. The scope of the project will be revised and staff will come back with the requested change to have two fees. The two fees will equal the cost of the current fee, they just want it split in half so some can go to parkland purchase and the other half to parkland upgrades.

Refuse and Recycling – Nothing new to report here.

ROW Ordinance Update – not started yet.

Schofield Avenue Corridor Plan – in progress - [Draft Plan](#) was presented to the PC/CDA and the Public in August 2019. MDRoffers made minor tweaks to it from the public hearing. Staff is making our final review of the Final Draft of the Plan and will bring it through the review/approval process when it is ready.

Weston Avenue Corridor Plan – In progress. Mark Roffers has started the data collection process of this project. Staff met with him via conference call a few weeks ago. The plan is to conduct a joint meeting of the PC and Public Works & Utility Committee next month. I am also working on getting the letters out to the stakeholders and Mark will begin talking to them next month also. These will be in person meetings if the person is comfortable with that or he will do via phone.

Zoning Code update project – In progress – will continue to bring changes identified as time allows. Mark Roffers provided me with Planned Unit Development (PUD) language that we will be reviewing as staff and then bringing to the PC/BOT at an upcoming meeting.

3. IDENTIFIED NEEDS

- None at this time.

4. MISCELLANOUS COMMENTS / ISSUES

- Like I said earlier...this is our busy season. We are currently reviewing the following projects:
 - Site Plan – Metro Animal Hospital – New Construction (Birch St) – stalled due to property conditions.
 - Site Plan – Swiderski Apartments – Callon Avenue
 - Site Plan – Swiderski Apartments – Camp Phillips Rd
 - Site Plan – Markovich Properties Outlot – US Cellular strip with two other tenants – in front of Pizza Ranch. – new construction. Being reviewed right now by staff. An update to the condo plat is on Monday's agenda for the BOT. This change held up the site plan a bit. Pizza Ranch did not like the original location so they are moving the building pad which requires an amendment to the plat.
 - Patriot Auto CUP and site plan. The applicant does not want to comply with the zoning code for the building and site improvements so the CUP was deferred at the June PC meeting. Staff will bring back in July.
- Staff met with Uhaul representatives on Thursday. They will be restoring the site to what it was before they started doing work two years ago. They will also be pursuing

the CUP required to expand the # of units. They aren't adding any buildings but did add some doors and divided existing units in half.

- Staff met with Norcon today about a location in Business Park South. They are researching the feasibility of purchasing a lot in BP South.

2019 BUILDING PERMITS

1. Monthly Building Permit Stats

The Dept. issued 128 building permits in May 2020 with an estimated permit valuation of \$3,612,303. 126 of the permits were issued in the Village of Weston. The Dept. collected \$23,473 in total permit fees for the month. There were 4 new housing starts in May. Please note that the report now shows Special Assessment Reports (33 were completed) with an added permit value of \$1,320 for the reports to be completed.

As of 5/31/2020, in 2020 the Department has issued 431 permits and collected \$71,978 in permit fees for the 3 jurisdictions. 424 permits issued in the Village and the Valuation of the 424 permits issued in the Village so far in 2020 is \$11,804,064.

[2020 Building Permits Issued to Date](#)

[Weston Housing Unit Totals \(1990-2019\)](#)

2020 Building Permits Issued to Date – (Village only)

Date:	Single Family	Duplex	Multi-Family				Commercial	Total All Permits Issued
			4	6	8	12+		
January	1	-	-	-	-	-	7	40
February	4	-	-	-	-	-	7	70
March	1	-	-	-	-	-	22	100
April	-	-	-	-	-	-	13	88
May	4	-	-	-	-	-	4	126
Total	10	-	-	-	-	-	53	424
Totals through May of each year								
2019	8	-	-	-	-	1	105	297

2018	14	-	-	-	-	-	65	317
2017	8	-	2	-	-	-	75	307
2016	11	1	-	-	-	-	109	252
2015	12	4	-	-	-	-	79	214
2014	6	-	-	2	2	-	116	225
2013	3	-	-	-	-	-	70	159
2012	7	-	-	-	-	-	88	194
2011	6	-	-	-	-	-	28	147
2010	15	-	-	-	-	-	47	245
2009	1	2	-	1	1	2	6	123
2008	10	2	-	-	-	4	15	115

Everest Metro Police Department Stats May 2020

Case Number Stats

		City	Village	Total
51.15/51.45 - HCC COMM	0	0	3	3
AGENCY ASSIST	1	1	4	6
ALL OTHER OFFENSES	0	0	9	9
ANIMAL BITES	0	0	4	4
ANIMAL CRUELTY	0	0	1	1
ASSAULT - SIMPLE	0	0	3	3
BURGLARY/BREAKING &	0	0	1	1
CDTP - DESTRUCTION/DI	0	6	3	9
COUNTERFEITING / FOR	0	0	1	1
DEATH INVESTIGATION -	0	1	3	4
DISORDERLY CONDUCT	0	6	4	10
DRUG /NARCOTIC VIOLA	0	1	3	4
DRUG /NARCOTIC VIOLA	0	1	10	11
EMBEZZLEMENT - INCLU	0	0	1	1
FRAUD - FALSE PRETEN	0	0	1	1
KIDNAPPING	0	1	1	2
LIQUOR LAW VIOLATION	0	1	0	1
MISCELLANEOUS INVE	0	0	8	8
MOTOR VEHICLE THEFT	0	1	1	2
NON REPORTABLE	0	1	2	3
OPERATING WHILE REVC	0	2	0	2
OWI / DUI - DRIVING /OPE	0	0	4	4
PORNOGRAPHY/OBSCEN	0	0	1	1
PROBATION VIOLATION -	0	4	2	6
RUNAWAY	0	0	1	1
SEXUAL ASSAULT - FOR	0	0	1	1
SEXUAL ASSAULT NONFI	0	0	2	2
THEFT - ALL OTHER THE	0	4	5	9
THEFT - FROM BUILDING	0	1	1	2
THEFT - FROM MOTOR V	0	0	1	1
THEFT - SHOPLIFTING	0	0	1	1

CAD Stats

	Total
	6
City	349
Other	32
Town	21
Village	968
Total	1,376

Accidents

	TPD	TPI	Total
City	3	2	5
Village	11	1	12
Total	14	3	17

**False Imprisonment

Citations

	ELCI	NTC	Total
City	62	2	64
Town	7	0	7
Village	50	14	64
Total	119	16	135

Warnings

	Total
City	13
Town	2
Village	17
Total	32

		City	Village	Total
WARRANT ARREST - 7395	0	1	1	2
WEAPONS LAW VIOLATIC	0	0	1	1
Total	1	32	84	117

**VILLAGE OF WESTON
MAY 2020**

Date of Call	Location	Synopsis/Recommendation
05/04/2020	Shorey Avenue	On 05/04/2020, a 45 year old male reported a Sandhill Crane was shot on a property on Shorey Avenue at approximately 7:40 p.m. The crane was shot by an occupant of a black vehicle parked on Shorey Avenue. The case will be closed and forwarded to the DNR.
05/04/2020	Schofield Avenue	On 05/04/2020, while investigating a civil matter on Schofield Avenue, a 37 year old female reported she believed her prescription medication may have been stolen from the residence. This case is considered closed due to a lack of investigative leads.
05/05/2020	Schofield Avenue	On 05/05/2020, on Schofield Avenue in the Village of Weston officers assist another agency with taking a 21 year old female into custody. This case is closed with no further follow up needed.
05/05/2020	The Store Gas Station 4005 Westview Blvd	On 05/05/2020 an unknown male party driving a silver hatchback vehicle (unknown make or model) left The Store Gas Station, 4005 Westview Blvd in the Village of Weston, without paying for \$19.21 worth of gas. The registration appears to be out of state and is not legible from video surveillance. This case is considered closed due to a lack of investigative leads.
05/06/2020	6600 block of Lang Lane	A 21 year old male was arrested for POSSESSION OF HEROIN AND POSSESSION OF THC after officers responded to a residence on Lang Lane in the Village of Weston, in reference to a possible drug overdose. This case is cleared by arrest with no further follow up needed.
05/07/2020	Ferge Street	A 59 year old female reports the theft of approximately 105 pills. Investigation revealed that the female has been either selling or exchanging her medications for cigarettes out various household items. This case is closed with no further follow up necessary.
05/10/2020	5400 Block Schmutzler Street	A female party was bit by a pit bull owned by her boyfriend while at their residence. The female party sustained an injury on her right forearm as a result of the incident. This case is closed with no further follow up required.

05/13/2020	Schmutzler Street	On 05/13/2020, a 29 year old male was arrested following a domestic violence incident on Schmutzler Street in the Village of Weston. The male party was arrested for Disorderly Conduct, Criminal Damage to Property, Domestic Violence and Bail Jumping. This case was cleared by arrest with no follow up needed.
05/13/2020	Schofield Ave	On 05/13/2020 a male party was taken into custody for Operating While under the Influence First Offense, following a report of a vehicle blocking the roadway of Schofield Avenue. This case is considered cleared by arrest with no follow up needed.
05/13/2020	Lee Avenue	On 05/08/2020, a 34 year old female reported her 37 year old ex-boyfriend was sending her an excessive amount of messages. The male is to be referred to the Marathon County District Attorney's Office for DOMESTIC ABUSE RELATED HARASSMENT. This case is cleared by arrest.
05/13/2020	3600 block of Schofield Avenue	A 60 year old male reported that on 05/08/2020 between 2:38 p.m. and 4:00 p.m., someone had stolen his prescription pills at his residence on Schofield Avenue, in the Village of Weston. This case is closed due to lack of investigative leads.
05/14/2020	The Jim 3012 Schofield Avenue	On 05/14/2020, a 30 year old female reported she believed her iPhone 8 to have possibly been stolen while she was at The Jim bar located at 3012 Schofield Avenue in the Village of Weston, sometime around midnight on 05/14/2020. At this time this case is considered closed.
05/14/2020	2600 block of Jelinek Avenue	On 05/14/2020, officers were requested to respond to Jelinek Avenue in the Village of Weston. As a result of the investigation a 25 year old female was arrested for DOMESTIC DISORDERLY CONDUCT. This case is cleared by arrest with no follow up needed.
05/14/2020	Bloedel Ave	A 29 year old male was referred to the Marathon County District Attorney's Office for a charge of Carrying Unauthorized Concealed Weapon, felony traffic stop conducted on Bloedel Ave at Pine Park Street in the Village of Weston. This case is cleared by arrest with no follow up necessary.
05/14/2020	Eau Claire Avenue and Fox Run Lane	On 05/14/2020, a male party was bit by a dog while he was walking east bound on Eau Claire Avenue at Fox Run Lane. A Rabies Quarantine Order was issued to the owner of the dog. This case is considered closed.
05/18/2020	Birch Street	On May 18, 2020, contact was made with a 23 year old female and a 24 year old male. The 23 year old female

		was subsequently arrest for Disorderly Conduct, domestic abuse related and was processed at the Everest Metro Police Department. She was released from custody at this location. Case is considered cleared by arrest, no follow up needed.
05/16/2020	Crafties 4103 Schofield Avenue	On 05/16/2020, officers of the Everest Metro Police Department provided agency assistance regarding a warrant service. This incident took place at Crafties located at 4103 Schofield Avenue in the Village of Weston. This report is an agency assist report and is going to be considered closed with no follow up needed.
05/17/2020	Ross Ave and Babl Lane	On 05/17/2020 contact was made with a male party during a traffic stop who was subsequently arrested for Operating While under the Influence – 3rd Offense and cited for Violation of Class D Restrictions . This case is considered cleared by arrest with no follow up needed.
05/17/2020	ACE Hardware 2606 Schofield Avenue	On 05/17/2020, contact was made with a 35 year old male and a 42 year old female regarding suspicious activity that occurred at ACE Hardware and Target in Weston. This will be an informational report only. Case is considered closed with no follow up needed.
05/17/2020	1700 Block Monterey Avenue	Charges of Misdemeanor Battery were referred for a 30 year old female party after a physical altercation at in the Village of Weston. This case is cleared by arrest with charges referred to the Marathon County District Attorney’s Office. No follow up is needed.
05/18/2020	Village of Weston	On 05/18/2020 at approximately 7:01 p.m., officers were dispatched to the Village of Weston, for a medical emergency. Through the course of the investigation it was found that a 26 year old male had overdosed on a narcotic. The male was charged with POSSESSION OF HEROIN, POSSESSION OF THC, AND POSSESSION OF DRUG PARAPHERNALIA. This case is cleared by arrest.
05/18/2020	Camp Phillips Road and Schofield Avenue	A 26 year old male was arrested on an outstanding felony Department of Corrections warrant after contact was made with him in a parking lot on Schofield Avenue in the Village of Weston on 05/18/2020. This case is cleared by arrest with no further follow up required.
05/19/2020	3100 Block Northwestern Ave	A male party found a locked safety box in his garbage can located at his residence in the Village of Weston. During the investigation I did not find any identifying factors to associate it with the rightful owner. The safe was logged

		into the Everest Metro Property Room. This case will be considered closed.
05/21/2020	1400 block of Grand Avenue	On 05/21/2020 contact was made with a 34 year old male and 29 year old female was subsequently arrested for domestic violence, disorderly conduct, criminal damage to property, false imprisonment, and a probation hold. The 34 year old male will be referred to the Marathon County District Attorney's Office for domestic violence and disorderly conduct. This case is cleared by arrest with no follow up needed.
05/21/2020	East Everest Avenue and Camp Phillips Road	On 05/21/2020, a 35 year old female was arrested for OPERATING WHILE INTOXICATED 1ST OFFENSE following a traffic crash at the intersection of East Everest Avenue and Camp Phillips Road in the Village of Weston. This case is cleared by arrest with no follow up needed.
05/26/2020	5100 Block of Aspen Street	A 33 year old male was referred to the Marathon County District Attorney's Office for one count of Theft following a witnessed allegation of the male party removing moveable property without the permission of the owner. This case is cleared by arrest.
05/23/2020	Schofield Ave/Von Kanel Street	On 05/23/2020 a 26 year old female was arrested for Operating While Intoxicated, 1 st Offense following a traffic stop on Schofield Avenue near Von Kanel Street in the Village of Weston. This case is cleared by arrest with no follow up needed.
05/23/2020	Connexus Credit Union Stoneridge Drive	It was reported to the Everest Metro Police Department that a 40 year old female attempted to pass a forgery \$100.00 bill at Connexus Credit Union, 7505 Stoneridge Drive in the Village of Weston. It was determined that she was unaware that it was a fake \$100.00 bill and there is no loss being suffered by Connexus Credit Union at this time. There is no follow up to be conducted. This case will remain closed.
05/26/2020	Shorey Avenue	On 05/26/2020, a death investigation occurred at an address on Shorey Avenue in the Village of Weston. Based on the investigation it was determined that a 98 year old female died of natural causes.
05/27/2020	Ross Avenue and Felch Drive	On 05/26/2020, officers were dispatched to the area of Ross Avenue and Felch Drive for a male subject with a firearm. Officers patrolled the area and were unable to locate the male subject. This is a suspicious activity and will be an informational report only. Case is closed with

		no follow up needed.
05/28/2020	Joseph Avenue	A male resident reports a theft of several items from his parked motor vehicle, including his Adderall medication, while at his residence on 05/28/2020. This case is considered closed.
05/28/2020	Discher Street	On 05/28/2020 at 11:45 p.m. I received a call from a 55 year old male advising of an abandoned vehicle which had been left at the property since approximately late November. He wanted it ticketed. I advised him later that it was stolen. I contacted Merrill Police Department to recover the stolen vehicle and return it to the vehicle owner.
05/30/2020	Target 2707 Schofield Avenue	On 05/30/2020 at about 12:43 p.m., I responded to Target located at 2707 Schofield Avenue in the Village of Weston, in reference to a shoplifting complaint. Investigation revealed that a 40 year old female left Target without purchasing items and passed all points of purchase without permission. This case is cleared by arrest.

END REPORT

VILLAGE OF WESTON, WISCONSIN
MICHAEL WODALSKI, DIRECTOR OF PUBLIC WORKS
MONTHLY DEPARTMENT REPORT TO THE BOARD OF TRUSTEES
#2020-05 FOR MAY 2020

1. ITEMS OF SPECIAL NOTE

- Nothing this month.

2. WORK PLAN PROJECTS

- CIP Projects
 - Weston School Neighborhood: Tree cutting is planned to begin on Monday, June 15 with underground utility work starting after the trees are cut and removed.
 - Harlyn Lift Station: The new station is in service and there are just a few minor final restoration items left to be performed. There is also some follow up tweaks that need to be made to the generator on-site.
 - Zinser St Utility Extension: There is just some minor ditch work left to be completed. Once all costs are known, a final special assessment
 - Margaret St Reconstruction: Most of the work on this project, utility wise, is nearly complete.
 - Ryan St River Crossing: There is a recommendation in the board packet to award the engineering design contract to Clark Dietz.
 - Crestwood Acres Addition Reconstruction: An RFP for Engineering Design went out to select consultants on June 11. Proposals are due back on July 8, with the anticipation to award a contract at the July 20 Village Board Meeting.
 - Public Safety Building Renovations: EMPD and SAFER staff has been meeting with Kueny regarding the renovations at the Public Safety Building. The project should be out for bid starting June 16th with bid opening expected on July 9.

- Equipment Purchasing:
 - Plow Trucks: The multi-purpose (snow plow, dump truck, leaf vac) truck is currently in Virginia getting the vacuum unit built on it. Once that is completed, the truck will be delivered back to the Village. We are expecting to have it back before the end of the month.
 - Sale of Surplus Equipment: We had several items for sale this past month on the Wisconsin Surplus Auction Site. Overall, items sold for \$3,387 more than was expected.

June 2020 Surplus Auction Items

Item	Est Value	Auction Value
2009 GMC Van (old 104)	\$ 2,500	\$ 4,151
2010 Ford Van (old 103)	\$ 4,000	\$ 5,451
Irrigation Reel	\$ 1,000	\$ 775
Tandem Axle Trailer	\$ 500	\$ 1,135
Toro Sweeper	\$ 700	\$ 640
1991 Toro Cab	\$ 300	\$ 170
2004 GMC Bumper	\$ 100	\$ 165
Total =	\$ 9,100	\$ 12,487

- Water Master Plan Study: We met with AECOM this past month to go over the potential Capital Projects and system deficiencies. Over the next 5 years there are several major projects the water utility should complete to ensure proper capacity and water quality. The key projects are:
 - Install a new well near the Disc Golf Course at Yellowbanks on the south side of the Eau Claire River;
 - Adding manganese and iron treatment for the Bloedel and Alta Verde wells; and
 - Building a new water tower on Weston Ave near the hospital.
- Storm Water Model and Plan Update: We are continuing to send Strand additional information for the storm water model update.
- 2020 Street Maintenance: Over the next few weeks staff will be adjusting water valves and manholes for the asphalt overlay projects on River Bend Rd, Fox St and Volkman St. There are some drainage improvements that need to be done on Alta Verde St prior to the overlay on that street.

We may potentially also begin manhole repair work on Ross Ave between Birch and Camp Phillips next month. We are still coordinating the repaving of Ross Ave with American Asphalt and don't have a set schedule on that work.

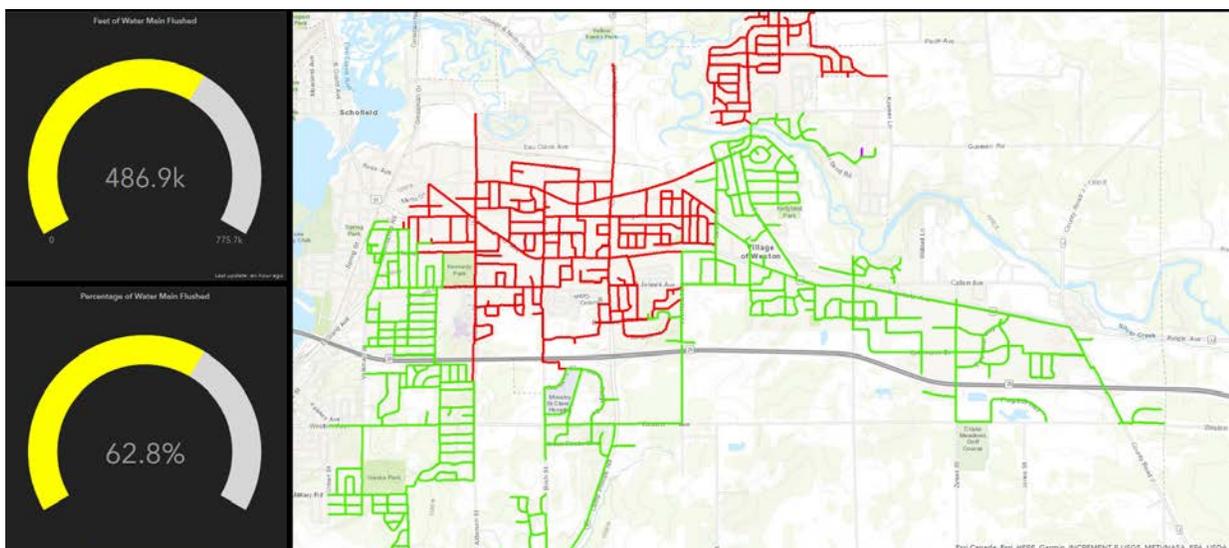
3. IDENTIFIED NEEDS

- We are working on finding better ways to utilize mobile devices to track and report work being completed.

4. MISCELLANOUS COMMENTS / ISSUES

- The first round of street sweeping has been completed.
- Staff finished a round of the rough-cut mowing of Right-of-Ways and has begun ditch mowing.
- There have been multiple valve and watermain repairs made along Jelinek Ave between Business 51 and Normandy St. The final repair will be made this Monday, June 15 at the intersection of Ferge and Jelinek. We will then have the road paved and cleaned up for the rest of summer. The water valves located at those intersections all were installed in the mid to late 80's and we have problems with this era of valve leaking throughout the Village.
- The kayak launch at CR-J complete.
- Watermain flushing is ongoing. Currently staff is 62.8% complete. You can follow along to the progress of the flushing progress at the following link:
<http://westongis.maps.arcgis.com/apps/PublicInformation/index.html?appid=dd9775ec75344b768941b91fcd245121>

We also have an internal dashboard that allows staff to view progress, see screenshot below:



REQUEST FOR CONSIDERATION

Public Mtg/Date: Board of Trustees, June 15, 2020

Description: May 2020 Budget Status Report – All Funds

From: Jessica Trautman, Finance Director

Question: Should the Board of Trustees acknowledge the May 2020 budget status report for all funds?

Background

The May 2020 budget status report for all funds is attached.

Attached Docs: May 2020 Budget Status Narrative
May 2020 Budget Status Report – All Funds

Committee Action: None.

FISCAL IMPACT: None.

Recommendation: Finance Director recommends acknowledgement.

Recommended Language for Official Action

I move to acknowledge the May 2020 budget status report for all funds.

Additional action: None.

TO: Village Board and Finance Committee
FROM: Finance Department
SUBJECT: May 2020 Budget Status Narrative
DATE: June 11, 2020



May 2020 Budget Status Reports:

A couple things to point out (41.7% of the year complete!):

- **General Fund Revenues to date:** 73.1% collected for 2020, compared to 70.3% collected for 2019.
 - **2020 Revenues = \$5,677,594; 2019 Revenues = \$5,363,255**
 - **Pmt in lieu of taxes-utility:** \$197,750 higher than 2019 due to recording the PILT for Jan-May. The PILT will now be recorded monthly based on 1/12 of what was budgeted.
 - **Transportation aids:** \$26,423 lower than 2019. 2020 should be the last year of a significant decrease because we have reached the level of our minimum aids.
 - **Other state aids:** \$16,239 lower than 2019 due to the redistribution of the personal property tax aid with more being allocated to the TIF districts in 2020.
 - **Interest income:** \$10,570 lower than 2019 due to the drop in interest rates. We also have a lot of CDs that are maturing this year and we will be reinvesting at a lot lower interest rate. We still are at 61% of what is budgeted year to date.
- **General Fund Expenditures to date:** 46.8% is expended for 2020, compared to 42.8% in 2019.
 - **2020 Expenditures = \$3,636,920; 2019 Expenditures = \$3,267,428**
 - **Wages/Salaries:** Reflected through 5/17.
 - **Attorney:** \$2,331 lower than 2019
 - **Elections:** \$46,317 higher than 2019 as of May and at 213% of budget. The variance is mainly related to more wages/benefits being allocated to elections due to the Coronavirus; however, postage is also higher by \$9,644 from the influx of requests for mailed absentee ballots. The variance from wages/benefits is offset by less wages/benefits allocated to other departments, mainly the Clerk Department, but also from Public Works and Parks. We anticipate being able to recover some of these excess costs with available grants.
 - **SAFER:** At 101% of budget vs. 27% in 2019. SAFER accidentally overbilled us for 2020 operations for Q1 and Q2. We advised SAFER to apply the overbilling to the Q3, Q4, and capital equipment billings.
 - **Street Operations-Village/Hard Materials Handling:** Street Operations-Village are \$30,509 lower than 2019 due to timing of repair costs and less fuel being used in 2020. Hard materials handling is 37,591 higher than 2019 due to the timing of crushed asphalt purchases.
 - **Winter Street Maintenance-Village:** \$54,801 lower than 2019 primarily in the wage/benefit lines since we had less snow in 2020; We also will see a savings in salt since we are purchasing less salt than we did last year; we will not know the cost of the salt for another month or so.
- **Special Revenue/Capital Project Funds:**
 - **Capital Project Funds:** The Village continues to expend resources for projects and equipment using funds from the 2019 borrowing. Staff is preparing for the 2020 borrowing. Once the 2020 borrowing is complete, budget adjustments will be brought to the Board.
 - **Aquatic Center Fund:** The decision was made to not sell season passes or swim lessons for the 2020 season. Any purchased season passes and swim lessons for 2020 were refunded as of early June. Expenses are running higher than 2019 due to play structure maintenance and pool pump repairs.

- **Water Utility Fund:**

Water Rev & Exp – Cur Year vs. Prior Year				
	May-20	May-19	Increase (Decrease)	% Change
Revenues	\$ 900,702	\$ 1,025,255	\$ (124,553)	-12.1%
Expenses	\$ 884,670	\$ 450,839	\$ 433,831	96.2%
Net Income	\$ 16,032	\$ 574,416	\$ (558,384)	-97.2%

- **Revenues:** Revenues are at 35.7% of budget vs. 40.3% in 2019. May 2020 revenues are lower than 2019 by \$124,553. There was a decrease in industrial metered sales because Kerry was hooked up to Rothschild water for a bit. In addition, there may be some unbilled water for Kerry that will be billed on the next billing cycle.
- **Expenses:** Expenses are at 36.0% of budget compared to 19.1% of budget in 2019. Interest expense is higher in 2020 due to the first interest payment being made for the 2019A G.O. Notes. Operations and maintenance expenses are running lower in 2020 due to lateral repairs in early 2019 not recurring in early 2020. Additionally, we recorded the payment in lieu of taxes and depreciation expense for Jan-May and will continue to record the expense monthly; in prior years, these expenses were not recorded until year end.

- **Sewer Utility Fund:**

Sewer Rev & Exp – Cur Year vs. Prior Year				
	May-20	May-19	Increase (Decrease)	% Change
Revenues	\$ 970,331	\$ 975,439	\$ (5,108)	-0.5%
Expenses	\$ 634,540	\$ 611,307	\$ 23,233	3.8%
Net Income	\$ 335,791	\$ 364,132	\$ (28,341)	-7.8%

- **Revenues:** Revenues are at 39.4% of budget vs. 40.3% in 2019.
- **Expenses:** Expenses are at 25.4% of budget vs. 25.6% in 2019. Rib Mt. Sewer Dist.-Services is lower in 2020 due to the billings for Rothschild’s portion of the 2019 O&M expenses of \$18,142 not getting billed out until 2020 and the timing of bill payments. Administration expenses are running lower in 2020 since there have been no expenses for the Sewer Master Plan in 2020. Additionally, we recorded the payment in lieu of taxes and depreciation expense for Jan-May and will continue to record the expense monthly; in prior years, these expenses were not recorded until year end.

- **Stormwater Utility Fund:**

Stormwater Rev & Exp – Cur Year vs. Prior Year				
	May-20	May-19	Increase (Decrease)	% Change
Revenues	\$ 258,048	\$ 256,258	\$ 1,790	0.7%
Expenses	\$ 232,548	\$ 86,061	\$ 146,487	170.2%
Net Income	\$ 25,500	\$ 170,197	\$ (144,697)	-85.0%

- **Revenues:** Revenues are at 39.7% of budget vs. 39.8% in 2019.
- **Expenses:** Expenses are at 38.5% of budget vs. 14.5% in 2019 and are \$146,487 higher than 2019. The large difference is due to depreciation. We recorded depreciation expense for Jan-May and will continue to record the expense monthly; in prior years, this expense was not recorded until year end.



FINANCIAL STATEMENTS

May 31, 2020

- **GENERAL FUND**
 - Balance Sheet
 - Operating Budget Status Report
 - Statement of Revenues
 - Statement of Expenditures
 - Contingency Reserve Balance

- **DEBT SERVICE FUND**
 - Operating Budget Status Report - Debt Service Fund

- **SPECIAL REVENUE FUNDS**
 - Weston Aquatic Center Fund
 - Room Taxes Fund
 - Recycling Program Fund
 - TIF District #1 Fund
 - TIF District #2 Fund
 - Community Development Authority – TIF #1 Fund
 - Community Development Authority – TIF #2 Fund
 - Civic & Social Trust Funds
 - Park & Recreation Trust Funds

- **ENTERPRISE FUNDS**
 - Water Utility Fund
 - Sewer Utility Fund
 - Stormwater Utility Fund

- **CAPITAL PROJECTS FUNDS** – Capital Improvements Program
 - TIF District #1 Fund
 - Facilities Fund
 - Streets & Utilities Fund
 - Capital Equipment Fund
 - Public Safety Building Fund

VILLAGE OF WESTON
 BALANCE SHEET
 MAY 31, 2020

GENERAL FUND

ASSETS

10-00-11110-001-000	XPRESS DEPOSIT ACCOUNT	162.00	
10-00-11310-021-000	INVESTMENT-LGIP #1	1,020,721.38	
10-00-11312-011-000	INVEST-INTERCITY-MONEY MKT #60	652,178.69	
10-00-11312-082-000	INTERCITY-MUNICIPAL COURT FINE	122,669.46	
10-00-11312-094-000	INVEST-TAX ACCT-INTERCITY	355.96	
10-00-11313-095-000	INVEST-TAX ACCT- INCREDIBLE	236,801.27	
10-00-11314-091-021	INVEST- TAX ACCT-BMO HARRIS BK	138,393.21	
10-00-11315-092-000	INVEST-TAX ACCT- ASSOCIATED	138,202.81	
10-00-11316-084-000	INVEST-BROKAW CU-CD/REPO/OTHER	250,030.27	
10-00-11316-093-000	INVEST-TAX ACCT- BROKAW CU	313,348.82	
10-00-11318-097-000	INVEST-TAX ACCT - US BANK	80,440.65	
10-00-11322-088-000	INVEST-TAX ACCT- PEOPLES	821,816.14	
10-00-11323-084-000	INVEST-CLOVERBELT CU-CD/REPO/O	262,631.66	
10-00-11323-099-000	INVEST-TAX ACCT-CLOVERBELT CU	278,936.83	
10-00-11324-000-000	INVEST-HOMETOWN BANK/AMBULANCE	185.84	
10-00-11325-089-000	INVEST-TAX ACCT-COVANTAGE CU	1,090,179.64	
10-00-11326-086-000	INVEST-TAX ACCT- ABBY BANK	80,719.96	
10-00-11327-083-000	NICOLET BANK-MONEY MARKET	1,184.08	
10-00-11327-084-000	INVEST-NICOLET BANK-CD/OTHER	270,398.89	
10-00-11328-083-000	WISC-MONEY MARKET	478,623.26	
10-00-11328-084-000	INVEST-WISC-CD/OTHER	300,023.74	
10-00-11329-084-000	MORGAN STANLEY-CD/OTHER	199,092.39	
10-00-11512-009-000	INTERCITY-SUNSHINE/SODA FUND	3,458.12	
10-00-11512-017-000	RESTRICT INV- FLEX CHKING #116	4,912.33	
10-00-11800-000-000	PETTY CASH-GENERAL FUND	1,100.00	
10-00-11800-082-000	PETTY CASH-MUNICIPAL COURT FIN	200.00	
10-00-12110-000-000	R/E PROP TAXES RECEIVABLE-CURR	2,019,484.54	
10-00-12120-000-000	P/P PROP TAXES RECEIVABLE-CURR	48,635.34	
10-00-12320-000-000	P/P PROP TAXES RECEIVABLE-DELI	4,536.65	
10-00-13100-000-000	BILLED ACCTS RECEIVABLE-CUSTOM	14,911.83	
10-00-13150-000-000	ACCTS RECEIVABLE-MUNICIPAL COU	352,234.17	
10-00-13300-000-000	INTEREST RECEIVABLE	1,407.85	
10-00-13610-000-000	UNBILLED ACCTS RECEIV-DPW DEVE	644.00	
10-00-13611-000-000	UNBILLED ACCTS RECEIV-BILLABLE	(1,100.59)	
10-00-13800-000-000	OTHER RECEIVABLES-MISCELLANEOU	2,000.00	
10-00-13801-000-000	OTHER RECEIVABLES-MOBILE HOME	1,534.72	
10-00-13802-000-000	OTHER RECEIVABLES-FROM EMPLOYE	277.67	
10-00-14200-000-000	DUE FROM STATE OF WISCONSIN	1,104.55	
10-00-14410-000-000	DUE FROM TOWN OF WESTON	2,907.12	
10-00-14410-001-000	DUE FROM TOWN OF WESTON-PHONE	73.93	
10-00-14510-000-000	DUE FROM EVEREST METRO POLICE	27,194.82	
10-00-14520-000-000	DUE FROM SAFER DISTRICT	616,481.40	
10-00-14530-000-000	DUE FROM MUNICIPAL COURT	27.99	
10-00-15660-000-000	DUE FROM ENTERPRISE-WATER UTIL	465,398.91	
10-00-15661-000-000	DUE FROM ENTERPRISE-SEWER UTIL	15,154.09	
10-00-16110-000-000	INVENTORY-MATERIALS & SUPPLIES	5,576.16	
	TOTAL ASSETS		10,325,252.55

LIABILITIES AND EQUITY

VILLAGE OF WESTON
BALANCE SHEET
MAY 31, 2020

GENERAL FUND

LIABILITIES

10-00-21000-000-000	ACCOUNTS PAYABLE-CLEARING ACCO		2,405.02
10-00-21111-000-000	VOUCHERS PAYABLE		6,829.26
10-00-21120-000-000	OCCUPANCY PERMITS		43,500.00
10-00-21511-000-000	SOC SEC/MEDICARE TAXES PAYABLE	(13,324.78)
10-00-21512-000-000	FEDERAL WITHHOLDING TAXES PAYA	(7,743.84)
10-00-21513-000-000	STATE WITHHOLDING TAXES PAYABL	(4,225.39)
10-00-21530-000-000	EMPLOYEE HEALTH INS W/H PAYABL	(43,964.28)
10-00-21531-000-000	ETF LIFE INS WITHHOLDING PAYAB		29.49
10-00-21532-000-000	EYE CARE DEDUCTION PAYABLE		7.92
10-00-21540-000-000	WORKERS COMP PAYABLE	(2,082.28)
10-00-21561-000-000	AFLAC DEDUCTION PAYABLE		1,703.02
10-00-21562-000-000	FLEX UNREIMB MED DEDUCT PAYAB		6,227.22
10-00-21566-000-000	PREPAID LEGAL SERVICES		165.40
10-00-21570-000-000	DEFERRED COMP DEDUCTION-PEBSCO	(55.00)
10-00-21571-000-000	DEFERRED COMP DEDUCTION-WI DEF	(2,163.00)
10-00-21580-000-000	GARNISHMENT DEDUCTIONS PAYABLE	(767.07)
10-00-21590-000-000	EAP PAYABLE		132.08
10-00-23160-000-000	SECURITY DEPOSITS-PARK RENTALS		200.00
10-00-24213-000-000	DUE TO STATE OF WIS/SALES TAXE	(27.24)
10-00-24310-000-000	DUE TO MARATHON COUNTY/CURRENT		1,348,249.71
10-00-24330-000-000	DUE TO MARATHON COUNTY/DOG LIC		268.00
10-00-24425-000-000	DUE TO OTHER GOVTS-COURT FINES		7,737.46
10-00-24510-000-000	DUE TO NORTHCENTRAL TECH/CURR		365,505.01
10-00-24610-000-000	DUE TO DC EVEREST SCHOOLS/CURR		2,896,307.64
10-00-26603-000-000	DEFERRED REV-MUNIC COURT FINES		291,259.73
			<hr/>
	TOTAL LIABILITIES		4,896,174.08

FUND EQUITY

10-00-34120-000-000	NONSPEND FUND BAL-INVENTORIES		3,715.77
10-00-34121-000-000	RESERVED FUND BAL-PREPAID ITEM		187,256.72
10-00-34130-000-000	NONSPEND FUND BAL-ADVANC/OTHER		651,407.27
10-00-34202-000-000	ASSIGN FUND BAL-ST LIGHT/BIRCH		19,572.00
10-00-34300-000-000	UNASSIGNED FUND BALANCE		2,526,452.18
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	2,040,674.53	<hr/>
	BALANCE - CURRENT DATE		2,040,674.53
			<hr/>
	TOTAL FUND EQUITY		5,429,078.47
			<hr/>
	TOTAL LIABILITIES AND EQUITY		10,325,252.55
			<hr/> <hr/>

VILLAGE OF WESTON
OPERATING BUDGET STATUS REPORT - General Fund only
May 31, 2020
***** 58.3% of Year Remaining *****

<u>APPROPRIATION AREA</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>REMAINING BALANCE</u>	<u>PERCENT LEFT</u>	<u>May 2019</u>		
					<u>BUDGET</u>	<u>ACTUAL</u>	<u>PERCENT LEFT</u>
GENERAL FUND:							
General Government	\$1,152,063	\$515,214	\$636,849	55.3%	\$1,235,407	\$507,536	58.9%
Public Safety	3,792,251	2,324,608	1,467,643	38.7%	3,673,075	1,870,053	49.1%
Public Works	2,021,848	590,760	1,431,088	70.8%	2,010,312	666,887	66.8%
Human Services	15,000	5,412	9,588	63.9%	15,275	5,663	62.9%
Culture & Recreation	443,609	113,533	330,076	74.4%	431,578	133,011	69.2%
Community Development	220,168	80,018	140,150	63.7%	213,818	74,017	65.4%
Misc. Programs	20,000	5,711	14,289	71.4%	18,500	8,597	53.5%
Transfer to Other Funds	32,758	1,664	31,094	94.9%	32,758	1,664	94.9%
Contingency Reserve	70,318	-	70,318	100.0%	-	-	N/A
TOTAL APPROPRIATION	\$7,768,015	\$3,636,920	\$4,131,095	53.2%	\$7,630,723	\$3,267,428	57.2%



<u>REVENUES</u>							
Property Taxes	\$4,837,344	\$4,837,343	\$ 1	0.0%	\$4,598,123	\$4,598,402	0.0%
Other Taxes	629,140	238,152	390,988	62.1%	604,138	33,600	94.4%
State Shared Revenues	1,060,400	-	1,060,400	100.0%	1,044,878	-	100.0%
Other Grants & Aids	589,426	293,809	295,617	50.2%	661,314	336,471	49.1%
Interest Income	55,000	33,301	21,699	39.5%	75,000	43,871	41.5%
Munic. Services-Town/All Other	77,150	61,051	16,099	20.9%	79,600	58,147	27.0%
Applied Fund Balance/Reserve	-	-	-	N/A	46,000	46,000	0.0%
All Other Revenue	519,555	213,938	305,617	58.8%	521,670	246,763	52.7%
TOTAL RESOURCES	\$7,768,015	\$5,677,594	\$2,090,421	26.9%	\$7,630,723	\$5,363,255	29.7%



<u>FUND BALANCE ANALYSIS</u>		
Fund Balance, 1/1/20		3,388,404
Revenues Over (Under) Expenditures		2,040,674
Less: Applied Fund Balance		-
Fund Balance,	5/31/2020	5,429,078

VILLAGE OF WESTON
STATEMENT OF REVENUES
May 31, 2020
(41.7% Y-T-D completed)

<u>ACCOUNT DESCRIPTION</u>	<u>Y-T-D ACTUAL</u>	<u>Y-T-D % REV.</u>	<u>ADJUSTED BUDGET</u>	<u>REMAINING BALANCE (SURPLUS)</u>	<u>BUDGET % LEFT</u>
GENERAL FUND					
Property Taxes	4,837,343	100%	4,837,344	1	0%
Pmt. In Lieu of Taxes-Water Utility	197,750	41%	485,000	287,250	59%
Pmt. In Lieu of Taxes-Rothschild	-	0%	94,000	94,000	100%
Mobile Home Fees	31,246	65%	48,000	16,754	35%
Other Taxes	9,156	428%	2,140	(7,016)	-328%
Special Assessments	2,860	52%	5,500	2,640	48%
State Shared Revenues	-	0%	1,060,400	1,060,400	100%
Transportation Aids	242,236	50%	485,129	242,893	50%
Other State & Federal Aids	51,573	49%	104,297	52,724	51%
License Revenue	90,140	38%	237,705	147,565	62%
Permits Revenue	62,326	46%	136,000	73,674	54%
Fines/Forfeitures/Penalties	38,204	39%	97,200	58,996	61%
Ambulance Fees	189	95%	200	11	5%
Street & Highway Revenue	571	19%	3,000	2,429	81%
Misc. Other Fees	1,475	128%	1,150	(325)	-28%
Econ Dev Pub Fees	-	0%	50	50	100%
Park Rental Fees/Park Maint. Fees	512	9%	5,850	5,338	91%
Munic. Services-General Gov't	3,900	124%	3,150	(750)	-24%
Munic. Services-Public Safety	14,583	42%	35,000	20,417	58%
Munic. Services-Public Works	35,629	102%	35,000	(629)	-2%
Munic. Services-Inspections	6,939	173%	4,000	(2,939)	-73%
Interest Income	33,301	61%	55,000	21,699	39%
Sales of Village Property	133	27%	500	367	73%
Miscellaneous Revenue	17,528	54%	32,400	14,872	46%
TOTAL	<u>\$5,677,594</u>	<u>73.1%</u>	<u>\$7,768,015</u>	<u>\$2,090,421</u>	<u>26.9%</u>

**VILLAGE OF WESTON
STATEMENT OF EXPENDITURES**

**May 31, 2020
(41.7% Y-T-D completed)**

<u>ACCOUNT DESCRIPTION</u>	<u>Y-T-D ACTUAL</u>	<u>Y-T-D % EXP.</u>	<u>ADJUSTED BUDGET</u>	<u>REMAINING BALANCE</u>	<u>BUDGET % LEFT</u>
GENERAL FUND					
Village Board Trustees	12,449	31%	39,894	27,445	69%
Village Municipality Dues	2,688	45%	6,000	3,312	55%
Personnel Committee	-	0%	1,567	1,567	100%
Board of Review	100	25%	400	300	75%
Municipal Court	27,874	50%	55,747	27,873	50%
Village Attorney	12,035	34%	35,000	22,965	66%
Administrator	26,457	37%	72,117	45,660	63%
Clerk	81,228	25%	320,362	239,134	75%
Personnel	1,031	9%	11,750	10,719	91%
Elections	85,538	213%	40,237	(45,301)	-113%
Data Processing/Central Services	69,059	46%	149,815	80,756	54%
Information Technology	23,379	37%	62,735	39,356	63%
Finance/Audit & Budgeting/Tax Collection	71,901	40%	177,829	105,928	60%
Village Assessor	17,899	53%	33,963	16,064	47%
Finance Committee	-	0%	1,597	1,597	100%
Risk Management/Insurance	65,700	76%	86,400	20,700	24%
Municipal Building/Misc. Gen'l Gov't.	17,876	33%	54,650	36,774	67%
Illegal Taxes/Tax Refunds/Bad Debt	-	0%	2,000	2,000	100%
Everest Metro Police Dept.	1,377,629	51%	2,710,946	1,333,317	49%
Safety Building Maintenance	2,222	74%	3,000	778	26%
Other Public Safety	361	14%	2,550	2,189	86%
SAFER	871,956	101%	862,625	(9,331)	-1%
Building Inspections	72,440	34%	213,130	140,690	66%
Director of Public Works	6,351	43%	14,685	8,334	57%
Deputy Director of Public Works	8,957	30%	30,000	21,043	70%
Street Operations - Village	208,699	18%	1,173,941	965,242	82%
Traffic Control	5,072	16%	32,500	27,428	84%
Winter Street Maintenance - Village	260,804	54%	485,980	225,176	46%
Hard Materials Handling	41,308	125%	33,064	(8,244)	-25%
Street Irrigation Maintenance	2,091	5%	38,168	36,077	95%
Street Operations - Town	2,278	40%	5,733	3,455	60%
Winter Street Maintenance - Town	6,667	54%	12,277	5,610	46%
Street Lighting	48,533	25%	195,000	146,467	75%
Public Works/Utilities Committee	-	0%	500	500	100%
Human Services	5,412	36%	15,000	9,588	64%
Parks-Administration	90,387	34%	265,169	174,782	66%
Parks-Grounds Maintenance	8,740	6%	137,143	128,403	94%
Parks - Mowing	10,864	33%	32,531	21,667	67%
Parks-Ice Rinks	3,434	46%	7,410	3,976	54%
Park & Recreation Committee	108	8%	1,356	1,248	92%
Community Development	73,619	38%	195,667	122,048	62%
Planning Commission	449	6%	7,013	6,564	94%
Board of Appeals	80	3%	2,387	2,307	97%
Extra Limits/Smart Growth/Land Use	5,870	39%	15,101	9,231	61%
Newsletter	5,711	29%	20,000	14,289	71%
Interfund Transfers - Refuse/Recycling	-	0%	29,430	29,430	100%
Interfund Transfers - Debt Service	1,664	50%	3,328	1,664	50%
Contingency Reserve	-	0%	70,318	70,318	100%
TOTAL - General Fund	<u>\$3,636,920</u>	<u>46.8%</u>	<u>\$7,768,015</u>	<u>\$4,131,095</u>	<u>53.2%</u>

VILLAGE OF WESTON
Contingency Reserve - General Fund
5/31/2020

	<u>Salaries/ Wages</u>	<u>Misc. Exps.</u>	<u>TOTAL</u>
Original Budget	\$25,000	\$45,318	\$70,318
FINAL Adjusted Budget	<u>\$25,000</u>	<u>\$45,318</u>	<u>\$70,318</u>

VILLAGE OF WESTON

Debt Service Fund

5/31/2020

	<u>2020 ANNUAL BUDGET</u>	<u>2020 YTD ACTUAL</u>
Fund Balance, January 1		\$ 132,848
<u>REVENUES</u>		
Property Tax Levy	\$ 1,250,000	\$ 1,250,000
Special Assessments	24,765	27,139
Interest Income	2,454	2,501
Transfer from General Fund	3,328	1,664
Transfer from Recycling Fund	65,353	56,103
Transfer from TIF #1 Fund	2,585,988	2,037,314
Transfer from CDA Fund - TIF #1	1,541,848	198,424
Transfer from CDA Fund - TIF #2	247,185	21,093
Transfer from Capital Equipment Fund	115,210	115,210
Transfer from Water	6,431	4,767
Transfer from Sewer	6,431	4,767
Transfer from Stormwater	3,328	1,664
TOTAL REVENUES	<u>\$5,852,321</u>	<u>\$3,720,646</u>
<u>EXPENDITURES</u>		
Principal Payments	\$5,158,476	\$ 2,975,951
Interest Payments	801,340	391,461
TOTAL EXPENDITURES	<u>\$5,959,816</u>	<u>\$3,367,412</u>
NET REVENUES OVER (UNDER) EXPENDITURES	<u>(\$107,495)</u>	<u>\$353,234</u>
Fund Balance, 5/31/2020		<u><u>\$486,082</u></u>

VILLAGE OF WESTON
Weston Aquatic Center Fund
5/31/2020

(**41.7% Year Completed **)

	2020 YTD ACTUAL	2019 BUDGET	2019 YTD ACTUAL	2019 BUDGET
Balance, January 1	\$ 76,288		\$ 58,101	
<u>REVENUES</u>				
Taxes	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
Daily Fees	-	89,000	-	89,000
Season Passes	-	21,700	13,016	21,700
Pool Rentals-Evening	237	3,100	1,659	3,100
Birthday Party Packs	-	1,250	-	1,250
Group Rate Discounts-Daily	-	2,000	19	2,000
Concessions	-	6,050	-	6,050
Locker Rentals	-	120	-	120
Special Events	-	1,000	-	1,000
Swimming Lessons	256	2,900	2,322	2,900
Total Swimming Fees	493	127,120	17,016	127,120
Interest Income	185	65	395	65
Miscellaneous	17	1,200	459	1,200
Transfer from other funds	-	40,000	-	40,000
TOTAL REVENUES	\$ 40,695	\$ 208,385	\$ 57,870	\$ 208,385
	19.53%		27.77%	
<u>EXPENSES</u>				
Wages/Fringe Benefits	\$ -	121,707	\$ 1,917	119,259
Utilities	1,626	38,750	2,530	38,750
Contracted Services/Repairs	18,096	37,600	4,823	37,250
Supplies & Materials	1,345	21,575	4,278	21,575
Capital Outlay-Computer Software	2,200	2,400	2,215	2,200
TOTAL EXPENSES	\$ 23,267	\$ 222,032	\$ 15,763	\$ 219,034
	10.48%		7.20%	
NET INCOME (LOSS)	\$ 17,428	\$ (13,647)	\$ 42,107	\$ (10,649)
Balance, 5/31/2020	\$ 93,716		\$ 100,208	

FINANCE

VILLAGE OF WESTON

Room Taxes Fund

5/31/20

	<u>2020 YTD Actual</u>	<u>2020 Annual Budget</u>
Fund Balance, 1/1/20	\$ 106,969	
 <u>Revenues</u>		
Room Taxes Revenue	\$ 88,059	\$ 409,017
	<u>88,059</u>	<u>409,017</u>
 <u>Expenditures</u>		
Payment to Wausau Visitor's Convention Bureau	\$ 34,114	\$ 285,622
Other Economic Development	-	107,657
Transfer to Capital Improvement Fund	-	82,705
Transfer to Aquatic Center Fund (Repairs/Capital Equipment)	-	40,000
	<u>34,114</u>	<u>515,984</u>
 Revenues over (under) Expenditures	 <u>53,945</u>	 <u>(106,967)</u>
 Fund Balance, 5/31/20	 <u>\$ 160,914</u>	

HOTEL-MOTEL ROOM TAX COLLECTIONS:

	2020 Room Receipts	2020 8% Room Tax Collections	<u>Distribution of Collections</u>	
			Convention Bureau	Village of Weston
Weston Inn & Suites *	\$ -	\$ -	\$ -	\$ -
AmericInn & Suites	196,450	15,716	11,001	4,715
Air BNB	2,272	182	127	55
Fairfield Inn	410,450	32,836	22,985	9,851
Holiday Inn Express**	491,563	39,325	27,528	11,797
Less amount held for Committee pay			(388)	388
TOTALS	<u>\$ 1,100,735</u>	<u>\$ 88,059</u>	<u>\$ 61,253</u>	<u>\$ 26,806</u>

* Have not rec'd payment from Weston Inn & Suites; payment is coming per manager

** Received payment after check was cut to CVB; CVB rec'd remaining funds in June

FINANCE

6/11/2020

VILLAGE OF WESTON
Refuse/Recycling Program Fund
5/31/2020

	<u>Refuse</u>	<u>Recycling</u>	<u>Landfill</u>	<u>Total 2020 Actual</u>	<u>2020 Annual Budget</u>
Fund Balance, 1/1/20	\$ 5,872	\$ 27,594	\$ -	\$ 33,466	
<u>Revenues</u>					
Recycling Grant	\$ -	\$ -	\$ -	\$ -	\$ 78,735
Garbage Fees/Sticker sales - Village	413,825	-	-	413,825	413,961
Recycling Collection Fees - Village	-	362,470	-	362,470	362,622
Garbage Fees - Town	21,538	-	-	21,538	21,627
Recycling Collection Fees/Bin Sales - Town	-	18,876	-	18,876	18,954
Landfill - Town	-	-	3,000	3,000	3,000
Miscellaneous	40	35	-	75	500
Transfer from General Fund	-	-	-	-	29,430
Total Revenues	<u>\$ 435,403</u>	<u>\$ 381,381</u>	<u>\$ 3,000</u>	<u>\$ 819,784</u>	<u>\$ 928,829</u>
<u>Expenditures</u>					
Garbage	\$ 146,844	\$ -	\$ -	\$ 146,844	\$ 448,104
Landfill	-	-	6,883	6,883	30,925
Recycling - Curbside/Village	-	55,137	-	55,137	275,085
Recycling/Compost/StumpDump	-	8,577	-	8,577	48,079
Recycling - Curbside/Town	-	181	-	181	-
Recycling - Program Administration	-	4,567	-	4,567	36,735
Recycling - Educational Programs	-	7,086	-	7,086	15,200
Transfers to Debt Serve (Capital Leases)	-	56,103	-	56,103	65,353
Total Expenditures	<u>\$ 146,844</u>	<u>\$ 131,651</u>	<u>\$ 6,883</u>	<u>\$ 285,378</u>	<u>\$ 919,481</u>
Revenues over(under) Expenditures	<u>\$ 288,559</u>	<u>\$ 249,730</u>	<u>\$ (3,883)</u>	<u>\$ 534,406</u>	
Fund Balance, 5/31/2020	<u>\$ 294,431</u>	<u>\$ 277,324</u>	<u>(3,883.00)</u>	<u>\$ 567,872</u>	

Finance

6/11/2020

VILLAGE OF WESTON
Special Revenue Funds - TIF #1
5/31/2020

	2020 Actual	2020 Annual Budget
Fund Balance (Deficit), 1/1/20	\$ 3,863,200	
<u>REVENUES</u>		
Property Tax Increments	\$ 5,653,766	\$ 5,400,000
Computer Exemption State Aids	-	30,190
Build America Bond Rebates	-	23,450
Personal Property Tax Aid	114,060	-
Investment Income	18,524	1,000
Transfer from CDA - TIF #1	-	20,394
	5,786,350	5,475,034
<u>EXPENDITURES</u>		
Administration Expenses	\$ 83,164	\$ 296,271
Rents/Leases-TIF Land	198,424	1,541,848
LOC Repayments to Developers	-	150,000
Transfer to Debt Service Fund	2,037,314	2,585,988
Transfer to Cap Proj-TIF #1	-	127,425
	2,318,902	4,701,532
<u>NET REVENUES OVER (UNDER)</u>		
<u>EXPENDITURES</u>	3,467,448	773,502
Fund Balance (Deficit), 5/31/2020	\$ 7,330,648	\$ 773,502

FINANCE
6/11/2020

VILLAGE OF WESTON
Special Revenue Funds - TIF #2
5/31/2020

	2020 Actual	2020 Annual Budget
	<u> </u>	<u> </u>
Fund Balance (Deficit), 1/1/20	\$ 92,043	
<u>REVENUES</u>		
Property Tax Increments	\$ 483,918	\$ 430,000
Computer Exemption State Aids	-	11,944
Personal Property Tax Aid	12,160	-
Investment Income	1,097	1,000
	<u>497,175</u>	<u>442,944</u>
<u>EXPENDITURES</u>		
Administration Expenses	\$ 14,525	\$ 103,084
Rents/Leases-TIF Land	21,093	247,185
Transfer to CDA - TIF #2	-	431
	<u>35,618</u>	<u>350,700</u>
<u>NET REVENUES OVER (UNDER)</u>		
<u>EXPENDITURES</u>	<u>461,557</u>	<u>92,244</u>
Fund Balance (Deficit), 5/31/2020	<u>\$ 553,600</u>	<u>\$ 92,244</u>

FINANCE
6/11/2020

VILLAGE OF WESTON
Special Revenue Funds - CDA TIF #1
5/31/2020

	<u>2020 Actual</u>	<u>2020 Annual Budget</u>
Fund Balance (Deficit), 1/1/20	\$ 1,665,667	
<u>REVENUES</u>		
Investment Income	\$ 12,844	\$ 25,000
Market Adj	32,893	-
Rents/Leases-TIF Land	198,424	1,541,848
	<u>244,161</u>	<u>1,566,848</u>
<u>EXPENDITURES</u>		
Administration Expenses	\$ 1,406	\$ 3,256
Fiscal Charges	-	1,350
Transfer to TIF Spec Revenue	-	20,394
Transfer to Debt Service Fund	198,424	1,541,848
	<u>199,830</u>	<u>1,566,848</u>
<u>NET REVENUES OVER (UNDER)</u>		
<u>EXPENDITURES</u>	<u>44,331</u>	<u>-</u>
Fund Balance (Deficit), 5/31/2020	<u>\$ 1,709,998</u>	<u>\$ -</u>

FINANCE
6/11/2020

VILLAGE OF WESTON
Special Revenue Funds - CDA TIF #2
5/31/2020

	<u>2020 Actual</u>	<u>2020 Annual Budget</u>
Fund Balance (Deficit), 1/1/20	\$ 256,191	
<u>REVENUES</u>		
Investment Income	\$ 1,073	\$ 3,000
Rents/Leases-TIF Land	21,093	247,185
Transfer from TIF 2	-	431
	<u>22,166</u>	<u>250,616</u>
<u>EXPENDITURES</u>		
Administration Expenses	\$ 712	\$ 2,381
Fiscal Charges	625	1,050
Transfer to Debt Service Fund	21,093	247,185
	<u>22,430</u>	<u>250,616</u>
<u>NET REVENUES OVER (UNDER)</u>		
<u>EXPENDITURES</u>	<u>(264)</u>	<u>-</u>
Fund Balance (Deficit), 5/31/2020	<u><u>\$ 255,927</u></u>	<u><u>\$ -</u></u>

FINANCE
6/11/2020

VILLAGE OF WESTON
Civic and Social - Special Revenue Funds
5/31/2020

	Weston Centennial (Scholarships)	Farmers Market	Total 2020 Actual	2020 Budget
Fund Balance, 1/1/20	\$ 5,736	\$ 9,636	\$ 15,372	
REVENUES				
Farmers Market License	-	4,875	4,875	5,800
Interest on Investments	-	36	36	50
Contributions-Farmer's Market	-	-	-	-
Miscellaneous	-	948	948	2,000
	-	5,859	5,859	7,850
EXPENDITURES				
Farmers Market	-	816	816	7,106
	-	816	816	7,106
NET REVENUES OVER (UNDER)				
EXPENDITURES	-	5,043	5,043	744
Fund Balance, 5/31/2020	\$ 5,736	\$ 14,679	\$ 20,415	

VILLAGE OF WESTON
Park & Recreation - Special Revenue Funds
5/31/2020

	Parkland Dedication Fees	Park/Rec. Donations	Kennedy Park Memorial	E.C. Trail/ Fun Run/Walk Donations	Dog Park Donations	Total 2020 Actual
Fund Balance, 1/1/20	\$ 10,881	\$ 11,028	\$ 2,000	\$ 1,053	\$ 685	\$ 25,647
REVENUES						
Parkland Dedication Fees	8,788	-	-	-	-	8,788
Donations	-	-	-	-	11	11
Interest on Investments	-	116	-	-	-	116
	8,788	116	-	-	11	8,915
EXPENDITURES						
Dog Park Maintenance Expenses	-	-	-	-	290	290
	-	-	-	-	290	290
NET REVENUES OVER (UNDER) EXPS.						
	8,788	116	-	-	(279)	8,625
Fund Balance, 5/31/2020	\$ 19,669	\$ 11,144	\$ 2,000	\$ 1,053	\$ 406	\$ 34,272

FINANCE
6/11/2020

VILLAGE OF WESTON
Enterprise Fund - Water Utility
5/31/2020
(* 41.7% Year Completed ***)**

	2020			2019		
	YTD ACTUAL	ANNUAL BUDGET	%	YTD ACTUAL	ANNUAL BUDGET	%
			completed			completed
REVENUES						
Metered/Unmetered Sales:						
Residential	\$ 371,881	\$ 1,000,000	37.19%	\$ 350,330	\$ 960,498	36.47%
Commercial	113,841	260,000	43.78%	94,205	265,000	35.55%
Industrial	57,911	390,000	14.85%	206,131	450,000	45.81%
Public Authority	14,158	65,000	21.78%	15,834	78,000	20.30%
Multi-Family	80,968	190,000	42.61%	80,232	190,000	42.23%
Other	2,947	2,000	147.36%	4,774	2,000	238.71%
Private Fire Protection	17,095	46,000	37.16%	16,977	46,000	36.91%
Public Fire Protection	194,685	467,210	41.67%	192,738	467,210	41.25%
Subtotal Sales	<u>853,486</u>	<u>\$ 2,420,210</u>	<u>35.26%</u>	<u>961,221</u>	<u>\$ 2,458,708</u>	<u>39.09%</u>
Interest Income	41,023	50,000	82.05%	56,672	50,000	113.34%
Interest Market Adj	3,222	-	N/A	-	-	N/A
Misc. Other Revenue	2,971	34,500	8.61%	7,362	34,500	21.34%
SUBTOTAL REVENUES	<u>900,702</u>	<u>2,504,710</u>	<u>35.96%</u>	<u>1,025,255</u>	<u>2,543,208</u>	<u>40.31%</u>
Capital Contributions	-	-	N/A	-	-	N/A
TOTAL REVENUES	<u><u>\$ 900,702</u></u>	<u><u>\$ 2,504,710</u></u>	<u><u>35.96%</u></u>	<u><u>\$ 1,025,255</u></u>	<u><u>\$ 2,543,208</u></u>	<u><u>40.31%</u></u>
EXPENSES						
Operations & Maintenance	\$ 220,951	\$ 734,583	30.08%	\$ 237,393	\$ 681,181	34.85%
Administration	159,280	579,510	27.49%	169,129	534,738	31.63%
Payment in Lieu of Taxes	193,750	465,000	41.67%	-	465,000	0.00%
Depreciation	250,000	600,000	41.67%	-	600,000	0.00%
Interest/Fiscal Agent Exps.	55,922	72,375	77.27%	37,551	72,475	51.81%
Amortization Expense	-	-	N/A	-	-	N/A
	<u>879,903</u>	<u>2,451,468</u>	<u>35.89%</u>	<u>444,073</u>	<u>2,353,394</u>	<u>18.87%</u>
Interfund Transfers Out	4,767	6,431	74.13%	6,766	6,431	105.20%
TOTAL EXPENSES	<u><u>\$ 884,670</u></u>	<u><u>\$ 2,457,899</u></u>	<u><u>35.99%</u></u>	<u><u>\$ 450,839</u></u>	<u><u>\$ 2,359,825</u></u>	<u><u>19.10%</u></u>
NET INCOME	<u><u>\$ 16,032</u></u>	<u><u>\$ 46,811</u></u>		<u><u>\$ 574,416</u></u>	<u><u>\$ 183,383</u></u>	
<i>(per GAAP/GASB basis)</i>						
Less: Add'l Capital Contribs.	-	-		-	-	
NET INCOME	<u><u>\$ 16,032</u></u>	<u><u>\$ 46,811</u></u>		<u><u>\$ 574,416</u></u>	<u><u>\$ 183,383</u></u>	
<i>(per budget basis)</i>						

FINANCE
6/11/2020

VILLAGE OF WESTON
Enterprise Fund - Sewer Utility
5/31/2020
(* 41.7% Year Completed ***)**

	2020			2019		
	YTD ACTUAL	ANNUAL BUDGET	% completed	YTD ACTUAL	ANNUAL BUDGET	% completed
REVENUES						
Metered/Unmetered Sales:						
Residential	\$ 505,653	\$ 1,440,000	35.11%	\$ 496,378	\$ 1,320,000	37.60%
Commercial	300,581	700,000	42.94%	300,466	720,000	41.73%
Industrial	76,729	175,000	43.85%	71,072	220,000	32.31%
Public Authority	26,949	62,000	43.47%	28,708	62,000	46.30%
Other	-	150	0.00%	-	150	0.00%
Subtotal Sales	<u>\$ 909,912</u>	<u>\$ 2,377,150</u>	38.28%	<u>\$ 896,624</u>	<u>\$ 2,322,150</u>	38.61%
Hook-up Fees	7,605	25,000	30.42%	8,250	25,000	33.00%
Interest Income	49,656	50,600	98.13%	64,368	50,600	127.21%
Misc. Other Revenue	3,158	8,900	35.48%	4,747	8,900	53.34%
SUBTOTAL REVENUES	<u>970,331</u>	<u>2,461,650</u>	39.42%	<u>973,989</u>	<u>2,406,650</u>	40.47%
Capital Contributions	-	2,000	0.00%	1,450	15,000	9.67%
TOTAL REVENUES	<u><u>\$ 970,331</u></u>	<u><u>\$ 2,463,650</u></u>	39.39%	<u><u>\$ 975,439</u></u>	<u><u>\$ 2,421,650</u></u>	40.28%
EXPENSES						
Operations & Maintenance	\$ 74,265	\$ 509,297	14.58%	\$ 100,101	\$ 437,216	22.90%
Administration	101,529	328,253	30.93%	122,226	340,820	35.86%
Payment in Lieu of Taxes	4,000	9,600	41.67%	-	9,600	0.00%
Rib Mt. Sewer Dist.-Services	111,788	773,200	14.46%	307,484	702,000	43.80%
Rib Mt. Sewer Dist.-Debt Serv.	17,803	106,274	0.00%	53,950	125,000	0.00%
Depreciation	282,085	712,000	39.62%	-	712,000	0.00%
Interest/Fiscal Agent Exps.	38,303	35,060	109.25%	20,780	35,060	59.27%
Amortization Expense	-	22,010	0.00%	-	22,010	0.00%
SUBTOTAL EXPENSES	<u>629,773</u>	<u>2,495,694</u>	25.23%	<u>604,541</u>	<u>2,383,706</u>	25.36%
Interfund Transfers Out	4,767	6,431	74.13%	6,766	6,431	105.20%
TOTAL EXPENSES	<u><u>\$ 634,540</u></u>	<u><u>\$ 2,502,125</u></u>	25.36%	<u><u>\$ 611,307</u></u>	<u><u>\$ 2,390,137</u></u>	25.58%
NET INCOME	<u><u>\$ 335,791</u></u>	<u><u>\$ (38,475)</u></u>		<u><u>\$ 364,132</u></u>	<u><u>\$ 31,513</u></u>	
<i>(per GAAP/GASB basis)</i>						
Less: Add'l Capital Contribs.	-	(2,000)		(1,450)	(15,000)	
NET INCOME	<u><u>\$ 335,791</u></u>	<u><u>\$ (40,475)</u></u>		<u><u>\$ 362,682</u></u>	<u><u>\$ 16,513</u></u>	
<i>(per budget basis)</i>						

FINANCE
6/11/2020

VILLAGE OF WESTON
Enterprise Fund - Stormwater Utility
5/31/2020
(* 41.7% Year Completed ***)**

	2020			% of year completed	2019			% of year completed
	YTD ACTUAL	ANNUAL BUDGET			YTD ACTUAL	ANNUAL BUDGET		
REVENUES								
Metered/Unmetered Sales:								
Residential	\$ 84,931	\$ 220,000		38.61%	\$ 83,565	\$ 218,600		38.23%
Commercial	121,008	308,000		39.29%	121,959	305,000		39.99%
Industrial	24,824	69,000		35.98%	23,284	67,000		34.75%
Public Authority	17,066	38,200		44.68%	17,066	38,200		44.68%
Tax-Exempt Properties	3,536	7,900		44.76%	3,536	7,900		44.76%
Other	336	1,000		33.60%	680	1,000		68.00%
Subtotal Sales	<u>\$ 251,701</u>	<u>\$ 644,100</u>		39.08%	<u>\$ 250,090</u>	<u>\$ 637,700</u>		39.22%
Build America Bond Interest Rebate	-	-		N/A	591	500		118.20%
Drainage Fees	1,200	1,000		120.00%	700	1,000		70.00%
Interest Income	3,089	5,000		61.78%	4,877	5,000		97.54%
Misc. Other Revenue	2,058	-		N/A	-	-		N/A
SUBTOTAL REVENUES	<u>258,048</u>	<u>650,100</u>		39.69%	<u>256,258</u>	<u>644,200</u>		39.78%
Capital Contributions	-	-		N/A	-	-		N/A
TOTAL REVENUES	<u><u>\$ 258,048</u></u>	<u><u>\$ 650,100</u></u>		39.69%	<u><u>\$ 256,258</u></u>	<u><u>\$ 644,200</u></u>		39.78%
EXPENSES								
Program Management	\$ 13,301	\$ 24,918		53.38%	\$ 13,464	\$ 26,693		50.44%
DPW - Drainage Maintenance	30,436	139,592		21.80%	38,681	119,468		32.38%
DPW - Sweeping	10,567	20,120		52.52%	10,073	22,313		45.14%
Depreciation	154,165	370,000		41.67%	-	370,000		0.00%
Interest/Fiscal Agent Exps.	22,415	46,808		47.89%	22,179	53,933		41.12%
Interfund Transfers Out - General Fund	1,664	3,328		50.00%	1,664	3,328		50.00%
TOTAL EXPENSES	<u><u>\$ 232,548</u></u>	<u><u>\$ 604,766</u></u>		38.45%	<u><u>\$ 86,061</u></u>	<u><u>\$ 595,735</u></u>		14.45%
NET INCOME (LOSS)	<u><u>\$ 25,500</u></u>	<u><u>\$ 45,334</u></u>			<u><u>\$ 170,197</u></u>	<u><u>\$ 48,465</u></u>		
<i>(per GAAP/GASB basis)</i>								
Less: Add'l Capital Contribs.	-	-			-	-		
NET INCOME (LOSS)	<u><u>\$ 25,500</u></u>	<u><u>\$ 45,334</u></u>			<u><u>\$ 170,197</u></u>	<u><u>\$ 48,465</u></u>		
<i>(per budget basis)</i>								

FINANCE
6/11/2020

VILLAGE OF WESTON
OPERATING BUDGET STATUS REPORT - TIF 1 CIP FUND
5/31/20
***** 41.7% of Year Completed *****

<u>EXPENDITURES</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>REMAINING BALANCE</u>	<u>PERCENT LEFT</u>
TIF 1 CIP FUND:				
Administration	\$0	\$56	(\$56)	N/A
Business Park	88,900	744	88,156	99.2%
Transport Way Extension	-	837	(837)	N/A
Camp Phillips Centre	100,000	6,042	93,958	94.0%
Weston Avenue	100,000	1,305	98,695	98.7%
TOTAL EXPENDITURES	<u>\$288,900</u>	<u>\$8,984</u>	<u>\$279,916</u>	<u>96.9%</u>

REVENUES

Transfer In - TIF #1 Special Revenue Fund	<u>\$127,425</u>	<u>\$0</u>	<u>\$127,425</u>	<u>100.0%</u>
TOTAL RESOURCES	<u>\$127,425</u>	<u>\$0</u>	<u>\$127,425</u>	<u>100.0%</u>



Revenues Over (Under) Expenditures (\$8,984)

FUND BALANCE ANALYSIS

Fund Balance, 1/1/20	-
Revenues Over (Under) Expenditures	<u>(8,984)</u>
Fund Balance, 5/31/20	<u>(8,984)</u>

FINANCE

6/11/2020

**VILLAGE OF WESTON
OPERATING BUDGET STATUS REPORT - FACILITIES CIP FUND**

5/31/20

***** 41.7% of Year Completed *****

<u>EXPENDITURES</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>REMAINING BALANCE</u>	<u>PERCENT LEFT</u>
FACILITIES CIP FUND:				
Weston Public Safety Bldg	\$210,035	\$51,214	\$158,821	75.6%
Aquatic Center	12,000	-	12,000	100.0%
Municipal Center Bldg	-	1,020,227	(1,020,227)	N/A
Various Parks/Playgrounds	10,000	-	10,000	100.0%
TOTAL EXPENDITURES	<u>\$232,035</u>	<u>\$1,071,441</u>	<u>(\$839,406)</u>	<u>N/A</u>



REVENUES

TOTAL RESOURCES	<u>\$0</u>	<u>\$0</u>	<u>N/A</u>	<u>N/A</u>
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Revenues Over (Under) Expenditures (\$1,071,441)

FUND BALANCE ANALYSIS

Fund Balance, 1/1/20	-
Revenues Over (Under) Expenditures	<u>(1,071,441)</u>
Fund Balance, 5/31/20	<u>(1,071,441)</u>

FINANCE
6/11/2020

VILLAGE OF WESTON
OPERATING BUDGET STATUS REPORT - STREETS CIP FUND
5/31/20
***** 41.7% of Year Completed *****

<u>EXPENDITURES</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>REMAINING BALANCE</u>	<u>PERCENT LEFT</u>
STREETS CIP FUND:				
Street Maintenance	\$100,000	\$0	\$100,000	100.0%
Weston School Addition	-	23,707	(23,707)	N/A
Ryan St River Crossing	19,500	-	19,500	100.0%
Zinser Street	-	890	(890)	N/A
E/C River Launch	-	9,298	(9,298)	N/A
TOTAL EXPENDITURES	<u>\$119,500</u>	<u>\$33,895</u>	<u>\$85,605</u>	<u>N/A</u>



REVENUES

Interest Income	<u>\$0</u>	<u>\$1,298</u>	<u>(\$1,298)</u>	<u>N/A</u>
TOTAL RESOURCES	<u>\$0</u>	<u>\$1,298</u>	<u>N/A</u>	<u>N/A</u>



Revenues Over (Under) Expenditures (\$32,597)

FUND BALANCE ANALYSIS

Fund Balance, 1/1/20	-
Revenues Over (Under) Expenditures	(32,597)
Fund Balance, 5/31/20	<u><u>(32,597)</u></u>

FINANCE
6/11/2020

VILLAGE OF WESTON
OPERATING BUDGET STATUS REPORT - CAPITAL EQUIPMENT CIP FUND
5/31/20

***** 41.7% of Year Completed *****

<u>EXPENDITURES</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>REMAINING BALANCE</u>	<u>PERCENT LEFT</u>
CAPITAL EQUIPMENT CIP FUND:				
Other Gen Govt Outlay	\$0	\$0	\$0	N/A
SAFER Capital Outlay	88,455	319,631	(231,176)	-261.3%
Highway Equipment	377,743	538,486	(160,743)	-42.6%
Parks Equipment	5,000	3,831	1,169	23.4%
Transfers to Other Funds	115,210	115,210	0	0.0%
TOTAL EXPENDITURES	\$586,408	\$977,158	(\$390,750)	-66.6%



REVENUES

Property Taxes	\$93,326	\$93,326	\$0	0.0%
Equipment Rental Fees	110,000	-	110,000	100.0%
Sale of Village Property	-	30	(30)	N/A
Transfers from Other Funds	82,705	-	82,705	100.0%
TOTAL RESOURCES	\$286,031	\$93,356	\$192,675	67.4%



Revenues Over (Under) Expenditures (\$883,802)

FUND BALANCE ANALYSIS

Fund Balance, 1/1/20	1,282,226
Revenues Over (Under) Expenditures	(883,802)
Fund Balance, 5/31/20	398,424

FINANCE

6/11/2020

VILLAGE OF WESTON
OPERATING BUDGET STATUS REPORT - WESTON PUBLIC SAFETY BUILDING FUND
5/31/20
***** 41.7% of Year Completed *****

<u>EXPENDITURES</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>REMAINING BALANCE</u>	<u>PERCENT LEFT</u>
SAFETY BUILDING CIP FUND:				
Weston Public Safety Building	\$0	\$8,775	-\$8,775	N/A
TOTAL EXPENDITURES	<u>\$0</u>	<u>\$8,775</u>	<u>(\$8,775)</u>	<u>N/A</u>



REVENUES

TOTAL RESOURCES	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>N/A</u>
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Revenues Over (Under) Expenditures (\$8,775)

FUND BALANCE ANALYSIS

Fund Balance, 1/1/20	-
Revenues Over (Under) Expenditures	<u>(8,775)</u>
Fund Balance, 5/31/20	<u>(8,775)</u>

FINANCE

6/11/2020

REQUEST FOR CONSIDERATION

Public Mtg/Date: Board of Trustees, June 15, 2020

Description: Village Vouchers from 5/22/20-6/7/20

From: Jessica Trautman, Finance Director

Question: Should the Board of Trustees approve payment of Village expenditures (vouchers) for the period of 5/22/20-6/7/20 in the amount of \$426,562.82?
Check numbers were 52578-52645.
There were no manual payroll checks this period.

Background

Vouchers were received by the Finance Department from various departments during the period. All invoices were reviewed for proper authorized approval by a department manager or supervisor prior to processing payment. All phone or ACH payments are numbered in a 9XXXX series.

Manual payroll checks were entered and approved by the Clerk Department.

Accounts numbers are set up as follows:

XX-XX-XXXXX-XXX-XXX

Fund, Department, Function, Object, Project

The following is the Fund number with the Fund title:

10 – General Fund	27 – CDA TIF #1	60 – Water
18 – Recycling	28 – CDA TIF #2	61 – Sewer
21 – TIF#1	29 – Room Tax	63 - Stormwater
22 – Weston Aquatic Center	30 – Debt Service	81 – Civic Trust
26 – TIF #2	40 – TIF #1 Capital Projects	82 – Park Trust Fund
27 – CDA TIF #1	41-45 – Capital Projects	

Attached Docs: Check register for accounts payable

Committee Action: None.

FISCAL IMPACT: \$426,562.82 across various funds and departments.

Recommendation: Finance Director recommends approval.

Recommended Language for Official Action

I move to approve vouchers from 5/22/20-6/7/20.

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
52578									
05/20	05/29/20	52578	20528	ADVANCED DISPOSAL SERVICES	D20000720048	GARBAGE	1	18-03-53620-297-000	36,672.48
05/20	05/29/20	52578	20528	ADVANCED DISPOSAL SERVICES	D20000720048	RECYCLING (4879)	2	18-03-53635-297-000	11,523.88
Total 52578:									48,196.36
52579									
05/20	05/29/20	52579	21805	AMERICAN CONSERVATION & BILLIN	11149	AQUAHAWK MONTHLY JUNE 2020	1	61-03-53613-290-000	440.00
05/20	05/29/20	52579	21805	AMERICAN CONSERVATION & BILLIN	11149	AQUAHAWK MONTHLY JUNE 2020	2	61-03-53613-290-000	440.00
Total 52579:									880.00
52580									
05/20	05/29/20	52580	20264	BROCK WHITE COMPANY	13947448-00	E-MAT STAPLES	1	63-03-53655-371-000	63.18
05/20	05/29/20	52580	20264	BROCK WHITE COMPANY	13963603-00	INLET ADJUSTING RINGS	1	63-03-53655-360-000	4,949.48
Total 52580:									5,012.66
52581									
05/20	05/29/20	52581	21660	CLARK DIETZ INC	428435	WESTON SCHOOL NEIGHBORHOOD CONSTRUCTION SERVI	1	42-07-57301-215-395	8,544.30
05/20	05/29/20	52581	21660	CLARK DIETZ INC	428435	WESTON SCHOOL NEIGHBORHOOD CONSTRUCTION SERVI	2	61-00-18700-826-395	1,948.70
05/20	05/29/20	52581	21660	CLARK DIETZ INC	428435	WESTON SCHOOL NEIGHBORHOOD CONSTRUCTION SERVI	3	60-00-18700-000-395	4,497.00
Total 52581:									14,990.00
52582									
05/20	05/29/20	52582	3150	COLUMBIA PIPE & SUPPLY CO	3314736	WATER METER GASKETS AQUATIC CENTER	1	22-05-55420-247-000	9.43
Total 52582:									9.43
52583									
05/20	05/29/20	52583	4910	FASTENAL COMPANY	WISCH325612	SIGN SHOP SUPPLIES-BAND SAW BLADE	1	10-03-53310-390-000	39.10
05/20	05/29/20	52583	4910	FASTENAL COMPANY	WISCH325612	SHOP SUPPLIES	2	10-03-53310-390-000	19.82
05/20	05/29/20	52583	4910	FASTENAL COMPANY	WISCH325965	PPE SAFTEY GLASSES/EAR PLUGS	1	10-03-53310-161-000	97.79
05/20	05/29/20	52583	4910	FASTENAL COMPANY	WISCH325965	SHOP SUPPLIES	2	10-03-53310-390-000	10.24
05/20	05/29/20	52583	4910	FASTENAL COMPANY	WISCH326070	SHOP SUPPLIES-STAINLESS FASTENERS	1	10-03-53310-390-000	2.82
Total 52583:									169.77
52584									
05/20	05/29/20	52584	21511	FIRST SUPPLY LLC-WAUSAU	93178-00	PARK RESTROOM REPAIR PARTS	1	10-05-55210-247-000	154.03

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
Total 52584:									154.03
52585									
05/20	05/29/20	52585	5490	GANNETT WISCONSIN MEDIA	000415295	AFFIDAVIT OF PUBLICATION HEARING NOTICE CUP PROJEC	1	10-06-56910-321-000	70.26
05/20	05/29/20	52585	5490	GANNETT WISCONSIN MEDIA	000418976	AFFIDAVIT OF PUBLICATION ORD NO 20-006	1	10-06-56910-321-000	9.01
Total 52585:									79.27
52586									
05/20	05/29/20	52586	6350	HALRON LUBRICANTS INC	1151418-00	BULK 10W-30 MOTOR OIL	1	10-03-53310-351-000	1,699.50
Total 52586:									1,699.50
52587									
05/20	05/29/20	52587	22045	HUBBARD, EILEEN	APR2020	OVERPAYMENT ON ACCOUNT 516400	1	10-00-21000-000-000	136.50
Total 52587:									136.50
52588									
05/20	05/29/20	52588	21651	INTEGRATED PROCESS SOLUTIONS I	PSI000646	SUMMIT TOWER LOGIC ADJUST.	1	60-03-53720-349-000	1,083.95
Total 52588:									1,083.95
52589									
05/20	05/29/20	52589	20526	JERRY'S CLEANING	APR2020	CLEANING SERVICES: APRIL 2020	1	10-01-51600-216-000	600.00
05/20	05/29/20	52589	20526	JERRY'S CLEANING	MAY2020	CLEANING SERVICES: MAY 2020	1	10-01-51600-216-000	300.00
Total 52589:									900.00
52590									
05/20	05/29/20	52590	4820	JOHN FABICK TRACTOR CO	PIWA0021253	#23 FILTERS	1	10-03-53310-353-000	356.86
05/20	05/29/20	52590	4820	JOHN FABICK TRACTOR CO	PIWA0021360	#23 FUEL FILTER RETURN	1	10-03-53310-353-000	27.34
05/20	05/29/20	52590	4820	JOHN FABICK TRACTOR CO	PIWA0021361	#23 AIR FILTER CREDIT	1	10-03-53310-353-000	33.16
05/20	05/29/20	52590	4820	JOHN FABICK TRACTOR CO	PIWA0021495	#23 TRANSMISSION OIL	1	10-03-53310-353-000	136.03
Total 52590:									432.39
52591									
05/20	05/29/20	52591	8450	K & S FUEL INJECTION INC	12229	#31 FUEL PRIMER SEAL KIT	1	10-03-53310-353-000	35.63

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
Total 52591:									35.63
52592									
05/20	05/29/20	52592	20580	KIMBALL MIDWEST	7945668	SHOP SUPPLIES/SHOP TOOLS	1	10-03-53310-390-000	372.36
Total 52592:									372.36
52593									
05/20	05/29/20	52593	22044	LHE PARADISE HOME, LLC	MAY2020	UTILITIES REFUND FOR OVERPAYMENT	1	10-00-21000-000-000	68.65
05/20	05/29/20	52593	22044	LHE PARADISE HOME, LLC	MAY2020-1	UTILITY REFUND FOR OVERPAYMENT	1	10-00-21000-000-000	217.34
Total 52593:									285.99
52594									
05/20	05/29/20	52594	9480	MALBRIT MECHANICAL INC	181067	SIGN SHOP HEATER UNIT REPAIRD	1	10-03-53310-247-000	388.53
Total 52594:									388.53
52595									
05/20	05/29/20	52595	9810	MARATHON COUNTY HEALTH DEPT	20051905	5 BAC-T SAMPLES	1	60-03-53730-294-000	55.00
Total 52595:									55.00
52596									
05/20	05/29/20	52596	21860	MARCO TECHNOLOGIES	INV7595359	CONTRACT COP5943-03: KYOCERA- B/W 4/15-5/14	1	10-01-51450-280-000	41.86
05/20	05/29/20	52596	21860	MARCO TECHNOLOGIES	INV7595359	CONTRACT COP5943-03: KYOCERA- COLOR USAGE 4/15-5/1	2	10-01-51450-280-000	206.12
Total 52596:									247.98
52597									
05/20	05/29/20	52597	21224	MI-TECH SERVICES INC	32063722	LANDFILL MONITORING	1	18-03-53631-215-000	901.00
Total 52597:									901.00
52598									
05/20	05/29/20	52598	22046	MOLDENBAUER, KAREN	MAY2020	PARK RENTAL REFUND	1	10-00-46720-000-084	60.00
05/20	05/29/20	52598	22046	MOLDENBAUER, KAREN	MAY2020	PARK RENTAL SECURITY DEPOSIT REFUND	2	10-00-23160-000-000	25.00
05/20	05/29/20	52598	22046	MOLDENBAUER, KAREN	MAY2020	PARK RENTAL SALES TAX REFUND	3	10-00-24213-000-000	3.30

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
Total 52598:									88.30
52599									
05/20	05/29/20	52599	11530	NORTHERN BATTERY	1869538	SIGN SHOP BARRICADE BATTERIES	1	10-03-53310-363-000	30.53
Total 52599:									30.53
52600									
05/20	05/29/20	52600	19860	NORTHERN LAKE SERVICE INC	378374	WATER TESTING: WELL 2 INVESTIGATION	1	60-03-53730-294-000	2,022.00
Total 52600:									2,022.00
52601									
05/20	05/29/20	52601	11920	OLE'S FULL SERVICE MOBILE	MAR2020	HELP WITH LOCKS AT VILLAGE HALL	1	10-01-51600-290-000	90.00
Total 52601:									90.00
52602									
05/20	05/29/20	52602	22043	OTTO, CLAIRE	APR2020	RESTITUTION	1	10-00-45111-000-000	159.00
Total 52602:									159.00
52603									
05/20	05/29/20	52603	2330	PRESTO CALL	87560-052520	ANSWERING SERVICE 5-25TO6-21-20	1	61-03-53613-290-000	81.75
05/20	05/29/20	52603	2330	PRESTO CALL	87560-052520	ANSWERING SERVICE 5-25TO6-21-20	2	60-03-53780-290-000	82.20
Total 52603:									163.95
52604									
05/20	05/29/20	52604	21058	QUADIENT FINANCE USA, INC.	MAY2020	POSTAGE: APRIL 2020	1	10-01-51450-311-000	2,000.00
Total 52604:									2,000.00
52605									
05/20	05/29/20	52605	13380	REI CIVIL & ENVIRONMENTAL	38958	CALLON AVE UTILITY EXTENSION	1	60-00-18700-827-392	3,000.00
Total 52605:									3,000.00
52606									
05/20	05/29/20	52606	19838	RHYME BUSINESS PRODUCTS LLC	AR385866	CORRECT MONTHLY B&W USAGE: 4/11-5/10	1	10-01-51450-280-000	.57

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
05/20	05/29/20	52606	19838	RHYME BUSINESS PRODUCTS LLC	AR385866	CORRECT MONTHLY COLOR USAGE 4/11-5/10	2	10-01-51450-280-000	279.88
Total 52606:									280.45
52607									
05/20	05/29/20	52607	21460	ROWELL, RACHEL	MAY2020	PARK RENTAL REFUND	1	10-00-46720-000-089	85.00
05/20	05/29/20	52607	21460	ROWELL, RACHEL	MAY2020	PARK RENTAL SECURITY DEPOSIT REFUND	2	10-00-23160-000-000	25.00
05/20	05/29/20	52607	21460	ROWELL, RACHEL	MAY2020	PARK RENTAL SALES TAX REFUND	3	10-00-24213-000-000	4.68
Total 52607:									114.68
52608									
05/20	05/29/20	52608	15220	SOUTHSIDE TIRE CO INC	412948	#14 TIRE REPAIR	1	10-03-53310-242-000	122.00
Total 52608:									122.00
52609									
05/20	05/29/20	52609	21816	STRAND ASSOCIATES INC	0160104	STORMWATER QUALITY MANAGEMENT PLAN UPDATE	1	63-03-53652-215-000	3,190.00
Total 52609:									3,190.00
52610									
05/20	05/29/20	52610	16710	USA BLUE BOOK	229159	WATER TESTING SUPPLIES FLOURIDE	1	60-03-53730-366-000	31.22
Total 52610:									31.22
52611									
05/20	05/29/20	52611	16890	VAN ERT ELECTRIC COMPANY INC	42412	STREET LIGHT ARM REPAIR ON MINISTRY PKWY	1	10-03-53420-290-000	1,954.65
05/20	05/29/20	52611	16890	VAN ERT ELECTRIC COMPANY INC	42412	TRAFFIC LIGHT REPAIR AT SCHOFIELD AVE AND CR-X	2	10-03-53311-290-000	513.72
Total 52611:									2,468.37
52612									
05/20	05/29/20	52612	18100	WESTON UTILITIES	1350-00 Q2 2020	FOX ST/2820 SCHOF AVE: 4/15-1/14/20	1	61-03-53610-221-000	47.64
05/20	05/29/20	52612	18100	WESTON UTILITIES	2955-00 Q2 2020	5815 ALTA VERDE (POOL): 4/15/2020-1/14/2020	1	22-05-55420-221-000	1,502.56
05/20	05/29/20	52612	18100	WESTON UTILITIES	3039-00 Q2 2020	5815 ALTA VERDE: 4/15/2020-1/14/2020	1	10-05-55210-221-000	768.25
05/20	05/29/20	52612	18100	WESTON UTILITIES	4624-00 Q2 2020	3903 NORTHWESTERN: 4/15/2020-1/14/2020	1	10-05-55210-221-000	78.75
05/20	05/29/20	52612	18100	WESTON UTILITIES	5272-00 Q2 2020	5703 ALTA VERDE: 4/15/2020-1/14/2020	1	10-05-55210-221-000	86.53
05/20	05/29/20	52612	18100	WESTON UTILITIES	5477-00 Q2 2020	4005 E EVEREST : 4/15/20-1/14/20	1	10-03-53317-221-000	162.00
05/20	05/29/20	52612	18100	WESTON UTILITIES	5479-00 Q2 2020	3600 COMMUNITY CTR DR: 4/15/20-1/14/20	1	10-03-53317-221-000	162.00
05/20	05/29/20	52612	18100	WESTON UTILITIES	5492-00 Q2 2020	2201 SCHOFIELD AVE: 4/15/20-1/14/20	1	10-03-53317-221-000	162.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
05/20	05/29/20	52612	18100	WESTON UTILITIES	5525-00 Q2 2020	2818 SCHOFIELD AVE: 4/15/20-1/14/20	1	10-03-53317-221-000	162.00
05/20	05/29/20	52612	18100	WESTON UTILITIES	5540-00 Q2 2020	6002 ALDERSON: 4/15/2020-1/14/2020	1	10-05-55210-221-000	74.49
Total 52612:									3,206.22
52613									
05/20	05/29/20	52613	21785	WISCONSIN DEPARTMENT OF REVEN	L1644033424	BUSINESS TAX REGISTRATION RENEWAL	1	10-01-51520-290-000	10.00
Total 52613:									10.00
52614									
06/20	06/04/20	52614	4290	AECOM TECHNICAL SERVICES INC	2000338983	WATER MASTER PLAN UPDATE	1	60-03-53780-215-000	738.63
06/20	06/04/20	52614	4290	AECOM TECHNICAL SERVICES INC	2000354341	WATER MASTER PLAN UPDATE	1	60-03-53780-215-000	3,811.55
Total 52614:									4,550.18
52615									
06/20	06/04/20	52615	530	AMERICAN ASPHALT OF WISCONSIN	5300049148	CR-J KAYAK LAUNCH PAVING	1	42-07-57626-290-000	19,830.00
06/20	06/04/20	52615	530	AMERICAN ASPHALT OF WISCONSIN	5300049224	TEAGAN LN PAVEMENT PATCHES	1	63-03-53655-290-000	10,450.00
06/20	06/04/20	52615	530	AMERICAN ASPHALT OF WISCONSIN	5300049224	NEUPERT AVE WATER MAIN PATCH	2	60-03-53761-290-000	3,135.00
Total 52615:									33,415.00
52616									
06/20	06/04/20	52616	21135	AMERICAN MESSAGING	U1350110UF	AMERICAN MESSENGER 06-20	1	61-03-53613-290-000	50.58
06/20	06/04/20	52616	21135	AMERICAN MESSAGING	U1350110UF	AMERICAN MESSENGER 06-20	2	60-03-53780-290-000	50.58
Total 52616:									101.16
52617									
06/20	06/04/20	52617	22024	BAYSIDE PRINTING, LLC	137267	BAYSIDE PRINTING 06-01-20	1	60-03-53771-311-000	83.62
06/20	06/04/20	52617	22024	BAYSIDE PRINTING, LLC	137267	BAYSIDE PRINTING 06-01-20	2	61-03-53612-311-000	83.62
06/20	06/04/20	52617	22024	BAYSIDE PRINTING, LLC	137267	BAYSIDE PRINTING 06-01-20	3	63-03-53652-311-000	83.62
Total 52617:									250.86
52618									
06/20	06/04/20	52618	21604	COLEMAN, THERESA	MAY2020	MILEAGE REIMBURSEMENT MAY 2020	1	60-03-53780-334-000	38.53
06/20	06/04/20	52618	21604	COLEMAN, THERESA	MAY2020	MILEAGE REIMBURSEMENT MAY 2020	2	61-03-53613-334-000	38.53
06/20	06/04/20	52618	21604	COLEMAN, THERESA	MAY2020	MILEAGE REIMBURSEMENT MAY 2020	3	10-01-51440-334-000	38.52

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
Total 52618:									115.58
52619									
06/20	06/04/20	52619	21845	CONDON OIL CO INC	APR 2020	FUEL: BLDG INSPECTOR - APR 2020	1	10-02-52400-351-000	71.77
06/20	06/04/20	52619	21845	CONDON OIL CO INC	APR 2020	FUEL: STREET DEPT - APR 2020	2	10-03-53310-351-000	3,275.94
06/20	06/04/20	52619	21845	CONDON OIL CO INC	APR 2020	FUEL: SEWER - APR 2020	3	61-03-53610-351-000	218.87
06/20	06/04/20	52619	21845	CONDON OIL CO INC	APR 2020	FUEL: WATER - APR 2020	4	60-03-53780-351-000	333.76
06/20	06/04/20	52619	21845	CONDON OIL CO INC	APR 2020	FUEL: PARKS - APR 2020	5	10-05-55210-351-000	220.66
06/20	06/04/20	52619	21845	CONDON OIL CO INC	APR 2020	FUEL: METRO - APR 2020	6	10-00-14510-000-000	2,839.85
06/20	06/04/20	52619	21845	CONDON OIL CO INC	APR 2020	FUEL: HOLDING ACCOUNT - APR 2020	7	10-00-16110-000-000	72.22
Total 52619:									7,033.07
52620									
06/20	06/04/20	52620	20932	DENYON HOMES	MAY2020	WATER REFUND OVERPAYMENT DENYONG HOMES	1	10-00-21000-000-000	369.99
Total 52620:									369.99
52621									
06/20	06/04/20	52621	21511	FIRST SUPPLY LLC-WAUSAU	93510-00	PLUMBING PARTS FOR AQUATIC CENTER	1	22-05-55420-247-000	90.83
Total 52621:									90.83
52622									
06/20	06/04/20	52622	5490	GANNETT WISCONSIN MEDIA	0003865372	AFFIDAVIT OF PUBLICATION - HEARING NOTICES PC - NOVE	1	10-06-56910-321-000	98.46
06/20	06/04/20	52622	5490	GANNETT WISCONSIN MEDIA	0003910434	WDH AFFIDAVIT OF PUBLICATION ORDINANCE NO 19-020	1	10-06-56910-219-000	16.13
06/20	06/04/20	52622	5490	GANNETT WISCONSIN MEDIA	0003915516	WDH AFFIDAVIT OF PUBLICATION RE: HEARING NOTICE	1	10-06-56910-219-000	78.16
06/20	06/04/20	52622	5490	GANNETT WISCONSIN MEDIA	0003957750	WDH AFFIDAVIT OF PUBLICATION - ORDINANCE	1	10-06-56910-219-000	16.13
06/20	06/04/20	52622	5490	GANNETT WISCONSIN MEDIA	0003973128	AFFIDAVIT OF PUBLICATION JAN 2020 HEARING NOTICE	1	10-06-56910-219-000	75.46
06/20	06/04/20	52622	5490	GANNETT WISCONSIN MEDIA	0004013725	AFFIDAVIT OF PUBLICATION ORD NO 20-001	1	10-06-56910-321-000	13.67
Total 52622:									298.01
52623									
06/20	06/04/20	52623	6460	HAWKINS INC.	4716651	CHEMICAL FEED PUMP PARTS	1	60-03-53730-349-000	646.73
Total 52623:									646.73
52624									
06/20	06/04/20	52624	20205	HYDRITE CHEMICAL CO	02367079	HYDRITE CHEMICALS 06-03-20	1	60-03-53730-366-000	1,361.04

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
06/20	06/04/20	52624	20205	HYDRITE CHEMICAL CO	02367080	HYDRITE CHEMICALS 06-03-20	1	60-03-53730-366-000	510.12
06/20	06/04/20	52624	20205	HYDRITE CHEMICAL CO	02367082	HYDRITE CHEMICALS 06-03-20 02367082	1	60-03-53730-366-000	546.00
06/20	06/04/20	52624	20205	HYDRITE CHEMICAL CO	2367081	HYDRITE CHEMICALS 06-03-20	1	60-03-53730-366-000	1,907.04
Total 52624:									4,324.20
52625									
06/20	06/04/20	52625	7140	HYDROCORP	0057561-IN	CROSS CONNECTION CONTROL INSPECTION: MAY 2020	1	60-03-53762-256-000	1,350.00
Total 52625:									1,350.00
52626									
06/20	06/04/20	52626	21230	ILLINOIS MUTUAL	JUN2020	MAY 2020 PAYROLLS(PAYS JUNE 2020 PREMIUM	1	10-00-21537-000-000	348.82
Total 52626:									348.82
52627									
06/20	06/04/20	52627	8460	K-TECH KLEENING SYSTEMS INC	8004	AUTOMATIC SOAP DISPENSERS FOR AQUATIC CENTER	1	22-05-55420-247-000	99.90
06/20	06/04/20	52627	8460	K-TECH KLEENING SYSTEMS INC	8031	MUNICIPAL CENTER CLEAN	1	10-01-51600-216-000	900.00
06/20	06/04/20	52627	8460	K-TECH KLEENING SYSTEMS INC	8031	TILE AND ROUT CLEANING AT MUNICIPAL CENTER	2	10-01-51600-216-000	495.00
06/20	06/04/20	52627	8460	K-TECH KLEENING SYSTEMS INC	8031	CARPET CLEANING AT MUNICIPAL CENTER	3	10-01-51600-216-000	1,300.00
Total 52627:									2,794.90
52628									
06/20	06/04/20	52628	20947	LAKE, STEVEN G	MAY2020	LAKE CLOTHING REIMBURSEMENT	1	10-03-53310-346-574	93.90
Total 52628:									93.90
52629									
06/20	06/04/20	52629	20623	MDROFFERS CONSULTING LLC	20200512	MDROFFERS WO 15 PARK IMPACT FEE NEEDS ASSESSMEN	1	10-06-56930-219-000	1,728.75
06/20	06/04/20	52629	20623	MDROFFERS CONSULTING LLC	20200513	MDROFFERS WO 16 WESTON AVE CORRIDOR PLAN	1	40-07-57355-215-000	1,633.66
06/20	06/04/20	52629	20623	MDROFFERS CONSULTING LLC	20200514	MD ROFFERS WO 17 BUILDING REGULATIONS UPDATE	1	10-06-56930-219-000	528.75
Total 52629:									3,891.16
52630									
06/20	06/04/20	52630	22003	PRIMADATA LLC	50599	PRIMADATA POSTAGE 05-29-20	1	60-03-53771-311-000	219.32
06/20	06/04/20	52630	22003	PRIMADATA LLC	50599	PRIMADATA POSTAGE 05-29-20	2	61-03-53612-311-000	219.32
06/20	06/04/20	52630	22003	PRIMADATA LLC	50599	PRIMADATA POSTAGE 05-29-20	3	63-03-53652-311-000	219.32

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
Total 52630:									657.96
52631									
06/20	06/04/20	52631	13530	RIB MTN METROPOLITAN SEWERAGE	APR2020	RIB MOUNTAIN O & M 04-20	1	61-03-53610-227-000	80,497.07
06/20	06/04/20	52631	13530	RIB MTN METROPOLITAN SEWERAGE	APR2020	RIB MOUNTAIN DEBT SERVICE 04-20	2	61-08-53614-614-000	11,024.60
06/20	06/04/20	52631	13530	RIB MTN METROPOLITAN SEWERAGE	MAR2020	RIB MOUNTAIN O & M 03-20	1	61-03-53610-227-000	90,897.47
06/20	06/04/20	52631	13530	RIB MTN METROPOLITAN SEWERAGE	MAR2020	RIB MOUNTAIN DEBT SERVICE 03-20	2	61-08-53614-614-000	12,452.81
Total 52631:									194,871.95
52632									
06/20	06/04/20	52632	15780	SUN PRINTING INC	110924	BUSINESS CARDS (500) EMILY WHEATON	1	10-06-56900-312-000	71.00
06/20	06/04/20	52632	15780	SUN PRINTING INC	110924	BUSINESS CARDS (500) JASON LENHARD	2	10-03-53310-312-000	61.00
Total 52632:									132.00
52633									
06/20	06/04/20	52633	16890	VAN ERT ELECTRIC COMPANY INC	42683	TRAFFIC SIGNAL REPAIRS	1	10-03-53311-290-000	12,261.77
Total 52633:									12,261.77
52634									
06/20	06/04/20	52634	22000	WATER QUALITY INVESTIGATIONS	0620_10	WELL #2 INVESTIGATION	1	60-03-53780-215-000	1,421.79
Total 52634:									1,421.79
52635									
06/20	06/04/20	52635	17520	WAUSAU/CENTRAL WISCONSIN CVB	Q1 2020-reissue	2019 COMMISSION MEMBER WAGES	1	29-00-13800-000-000	387.54
06/20	06/04/20	52635	17520	WAUSAU/CENTRAL WISCONSIN CVB	Q1 2020-reissue	Q1 2020 ROOM TAXES-CVB PORTION	2	29-06-56729-590-000	39,626.71
06/20	06/04/20	52635	17520	WAUSAU/CENTRAL WISCONSIN CVB	Q1 2020-reissue	Q1 2020 ROOM TAXES-WESTON PORTION	3	29-06-56729-590-000	22,014.83
Total 52635:									61,254.00
52636									
06/20	06/04/20	52636	21096	WI DNR - ENVIRONMENTAL FEES	737215270-20-1	STORMWATER PERMIT FEE 2020	1	63-03-53652-279-000	2,000.00
Total 52636:									2,000.00
52637									
06/20	06/05/20	52637	21724	BRZEZINSKI, TYRENA	165477	DEBIT TOKENS	1	81-06-56940-349-000	15.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
Total 52637:									15.00
52638									
06/20	06/05/20	52638	22049	BURIED TREASURES	165479	EBT TOKENS	1	81-06-56940-349-000	4.00
06/20	06/05/20	52638	22049	BURIED TREASURES	165479	DEBIT TOKENS	2	81-06-56940-349-000	580.00
Total 52638:									584.00
52639									
06/20	06/05/20	52639	22048	CHAMPINE, KAREN	165471	EBT TOKENS	1	81-06-56940-349-000	32.00
06/20	06/05/20	52639	22048	CHAMPINE, KAREN	165471	DEBIT TOKENS	2	81-06-56940-349-000	45.00
Total 52639:									77.00
52640									
06/20	06/05/20	52640	22047	CORKHILL, JERRY	165475	DEBIT TOKENS	1	81-06-56940-349-000	40.00
Total 52640:									40.00
52641									
06/20	06/05/20	52641	20380	LOR, PAO YEE	165478	DEBIT TOKENS	1	81-06-56940-349-000	10.00
Total 52641:									10.00
52642									
06/20	06/05/20	52642	22038	MARTIN, LEON	165473	EBT TOKENS	1	81-06-56940-349-000	109.00
06/20	06/05/20	52642	22038	MARTIN, LEON	165473	DEBIT TOKENS	2	81-06-56940-349-000	80.00
Total 52642:									189.00
52643									
06/20	06/05/20	52643	20915	SENSENEG, ALMA	165474	EBT TOKENS	1	81-06-56940-349-000	42.00
06/20	06/05/20	52643	20915	SENSENEG, ALMA	165474	DEBIT TOKENS	2	81-06-56940-349-000	20.00
Total 52643:									62.00
52644									
06/20	06/05/20	52644	20472	STUHR, BERT	165476	EBT TOKENS	1	81-06-56940-349-000	11.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
Total 52644:									11.00
52645									
06/20	06/05/20	52645	4910	FASTENAL COMPANY	WISCH321906	CONCRETE ANCHORS	1	63-03-53655-371-000	24.36
06/20	06/05/20	52645	4910	FASTENAL COMPANY	WISCH321912	CONCRETE DRILL BIT	1	63-03-53655-371-000	38.33
06/20	06/05/20	52645	4910	FASTENAL COMPANY	WISCH322739	SHOP TOOLS METRIC SOCKET SET	1	10-03-53310-353-000	37.82
06/20	06/05/20	52645	4910	FASTENAL COMPANY	WISCH323086	SHOP SUPPLIES	1	10-03-53310-390-000	58.58
06/20	06/05/20	52645	4910	FASTENAL COMPANY	WISCH323234	PPE DISPOSABLE GLOVES	1	10-03-53310-161-000	16.35
06/20	06/05/20	52645	4910	FASTENAL COMPANY	WISCH323234	SHOP SUPPLIES	2	10-03-53310-390-000	108.99
06/20	06/05/20	52645	4910	FASTENAL COMPANY	WISCH325141	SHOP SUPPLIES	1	10-03-53310-390-000	9.46
Total 52645:									293.89
Grand Totals:									426,562.82

Dated _____

Finance Committee Chairperson _____

Report Criteria:
Report type: GL detail

REQUEST FOR CONSIDERATION

PUBLIC MTG/DATE:	BOARD OF TRUSTEES, JUNE 15 TH , 2020
DESCRIPTION:	RENEWAL OF CLASS A BEER & LIQUOR, CLASS B BEER & LIQUOR, CLASS B BEER & LIQUOR RESERVE LIQUOR, CLASS B BEER AND CLASS C WINE LICENSES FOR THE 2020/2021 LICENSING TERM.
FROM:	SARAH FLORY, DEPUTY CLERK
QUESTION:	SHOULD THE BOARD OF TRUSTEES APPROVE RENEWING OF CLASS A BEER & LIQUOR, CLASS B BEER & LIQUOR, CLASS B BEER & LIQUOR RESERVE LIQUOR, CLASS B BEER AND CLASS C WINE LICENSES THE LICENSES FOR, 2020/2021 LICENSING TERM?

BACKGROUND

VILLAGE STAFF RECEIVED THE ATTACHED ALOCHOL APPLICATIONS. STAFF THEN SENT THE APPLICATIONS TO THE EVEREST METRO POLICE DEPARTMENT FOR BACKGROUND CHECKS ON ALL AGENTS/MEMBERS. ALL THE BACKGROUND CHECKS FOR APPROVED. THE PUBLICATION REQUIREMENT HAS BEEN MET. PICK N SAVE #406 HAS NOT YET PAID THE CLASS A BEER & LIQUOR LICENSE FEE.

ATTACHED DOCS:	EVOLVE REPORT
COMMITTEE ACTION:	N/A
FISCAL IMPACT:	NONE
RECOMMENDATION:	CLERK RECOMMENDS APPROVAL

RECOMMENDED LANGUAGE FOR OFFICIAL ACTION

I MOVE TO APPROVE THE RENEWAL OF THE ATTACHED LISTING OF CLASS A BEER & LIQUOR, CLASS B BEER & LIQUOR, CLASS B BEER & LIQUOR RESERVE LIQUOR, CLASS B BEER AND CLASS C WINE LICENSES FOR 2020/2021, WITH THE CONTINGENCY OF PICK N SAVE #406 PAYING THE \$300 LICENSE FEE BEFORE LICENSE IS ISSUED.

ADDITIONAL ACTION:	MAIL OUT APPROVED LICENSE'S
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BOT Date 06/15/2020

License ID	License Type	Name	Business	Premise Desc	Begin Dt	End Dt	EMPD Approval	CLPS	BOT
9021 - Class A Beer & Liquor									
20025	9021 - Class A Beer & Liquor	Trakel, Jean Carol	RStore #4504	Single Story Building with enclosed cooler	07/01/2020	06/30/2021	Yes		
20013	9021 - Class A Beer & Liquor	Wagner, Christopher	Pick N Save #406	Single story retail grocery & liquor store, exterior parking lanes, & pathways for online pickup	07/01/2020	06/30/2021	Yes		



BOT Date 06/15/2020

License ID	License Type	Name	Business	Premise Desc	Begin Dt	End Dt	EMPD Approval	CLPS	BOT
9022 - Class B Beer									
20029	9022 - Class B Beer	Densmore, Neil	Holiday Inn Express & Suites	Reception area	07/01/2020	06/30/2021			
20031	9022 - Class B Beer	Rybacki, Keith	Crafties	Southeast end of Building (350 S.F.) & Outside Patio (193 S.F.)	07/01/2020	06/30/2021	Yes		



BOT Date 06/15/2020

License ID	License Type	Name	Business	Premise Desc	Begin Dt	End Dt	EMPD Approval	CLPS	BOT
9023 - Class B Beer & Liquor									
20033	9023 - Class B Beer & Liquor	Erdmann, Michael S	Trailside Sports Bar & Grill	Bar,Dining Room, Kitchen, Office, Storage Room, Outside Picnic Area's and Parking Lot	07/01/2020	06/30/2021	Yes		
20034	9023 - Class B Beer & Liquor	Howe, Clifford A	S & H Kelly Club	Bar/Outstand	07/01/2020	06/30/2021	Yes		
20040	9023 - Class B Beer & Liquor	Rasmussen, Diana L	Razz's Breakfast Bar and Grill	Tavern/Beer Garden	07/01/2020	06/30/2021			



BOT Date 06/15/2020

License ID	License Type	Name	Business	Premise Desc	Begin Dt	End Dt	EMPD Approval	CLPS	BOT
9024 - Class B Beer and Liquor Reserve									
20052	9024 - Class B Beer and Liquor Reserve	Wong, Andy	Shanghai Grill	Restaurant	07/01/2020	06/30/2021	Yes		

REQUEST FOR CONSIDERATION

PUBLIC MTG/DATE:	BOARD OF TRUSTEES, JUNE 15 TH , 2020
DESCRIPTION:	RENEWAL OF PLAYFULPAWS KENNEL LICENSE FOR THE 2020/2021 LICENSING TERM.
FROM:	SARAH FLORY, DEPUTY CLERK
QUESTION:	SHOULD THE BOARD OF TRUSTEES APPROVE RENEWING OF THE KENNEL LICENSE FOR PLAYFUL PAWS, 7701 SCHOFIELD AVE FOR 2020/2021 LICENSING TERM?

BACKGROUND

PLAYFULPAWS CURRENTLY HOLDS A KENNEL LICENSE THAT WILL EXPIRE ON JUNE 30. STAFF IS IN RECEIPT OF THEIR SIGNED APPLICATIONS TO RENEW FOR THE 2020/2021 TERM. THE APPLICATION FEE OF \$150 HAS BEEN PAID.

ATTACHED DOCS:	EVOLVE REPORT
COMMITTEE ACTION:	N/A
FISCAL IMPACT:	NONE
RECOMMENDATION:	CLERK RECOMMENDS APPROVAL

RECOMMENDED LANGUAGE FOR OFFICIAL ACTION

I MOVE TO APPROVE THE RENEWAL OF THE ATTACHED LISTING OF KENNEL LICENSE FOR PLAYFUL PAWS FOR THE 2020/2021 LICENSING TERM.

ADDITIONAL ACTION: MAIL OUT APPROVED LICENSE'S



BOT Date 06/15/2020

License ID	License Type	Name	Business	Premise Desc	Begin Dt	End Dt	EMPD Approval	CLPS	BOT
20062	9038 - Kennel		Playful Paws		07/01/2020	06/30/2021			

REQUEST FOR CONSIDERATION

PUBLIC MTG/DATE:	BOARD OF TRUSTEES, JUNE 15 TH , 2020
DESCRIPTION:	RENEWAL OF HOTEL/ MOTEL LICENSE FOR THE 2020/2021 LICENSING TERM.
FROM:	SARAH FLORY, DEPUTY CLERK
QUESTION:	SHOULD THE BOARD OF TRUSTEES APPROVE RENEWING OF THE HOTEL/MOTEL LICENSES FOR, 2020/2021 LICENSING TERM?

BACKGROUND

PER SECTION 78.107 OF THE MUNICIPAL CODE, ANY PERSON FURNISHING ROOMS OR LODGING SHALL FILE AN APPLICATION FOR LICENSE/PERMIT TO OPERATE A HOTEL OR MOTEL IN THE VILLAGE. HOLIDAY INN EXPRESS & SUITES, BAYMONT BY WINDHAM, AMERICINN CURRENTLY HOLD HOTEL/MOTEL LICENSES THAT WILL EXPIRE JUNE 30. STAFF IS IN RECEIPT OF THEIR APPLICATIONS TO RENEW 2020/2021 TERM. BAYMONT BY WINDHAM HAS NOT PAID THE \$150 FEE.

ATTACHED DOCS:	EVOLVE REPORT
COMMITTEE ACTION:	N/A
FISCAL IMPACT:	NONE
RECOMMENDATION:	CLERK RECOMMENDS APPROVAL

RECOMMENDED LANGUAGE FOR OFFICIAL ACTION

I MOVE TO APPROVE THE RENEWAL OF THE ATTACHED LISTING OF HOTEL/MOTEL LICENSES FOR 2020/2021, WITH THE CONTINGENCY OF BAYMONT BY WINDHAM PAYING THE \$150 LICENSE FEE BEFORE LICENSE IS ISSUED.

ADDITIONAL ACTION:	MAIL OUT APPROVED LICENSE'S
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BOT Date 06/15/2020

License ID	License Type	Name	Business	Premise Desc	Begin Dt	End Dt	EMPD Approval	CLPS	BOT
9037 - Hotel/Motel Establishment									
20061	9037 - Hotel/Motel Establishment	Densmore, Neil R	Holiday Inn Express & Suites		07/01/2020	06/30/2021			
20059	9037 - Hotel/Motel Establishment	Patel, Josh	AmericInn of Weston		07/01/2020	06/30/2021			

REQUEST FOR CONSIDERATION

PUBLIC MTG/DATE:	BOARD OF TRUSTEES, JUNE 15 TH , 2020
DESCRIPTION:	RENEWAL OF CIGARETTE LICENSES FOR THE 2020/2021 LICENSING TERM.
FROM:	SARAH FLORY, DEPUTY CLERK
QUESTION:	SHOULD THE BOARD OF TRUSTEES APPROVE RENEWING OF CIGARETTE LICENSES 2020/2021 LICENSING TERM?

BACKGROUND

THE ATTACHED LISTING OF CIGARETTE LICENSES WILL EXPIRE ON JUNE 30. STAFF IS IN RECEIPT OF THEIR SIGNED APPLICATIONS TO RENEW FOR THE 2020/2021 TERM. STAFF IS NOT AWARE OF ANY CONCERNS RELATED TO THESE ESTABLISHMENTS SELLING CIGARETTES. PICK N SAVE #406 HAS NOT PAID THE CIGARETTE LICENSE FEE.

ATTACHED DOCS:	EVOLVE REPORT
COMMITTEE ACTION:	N/A
FISCAL IMPACT:	NONE
RECOMMENDATION:	CLERK RECOMMENDS APPROVAL

RECOMMENDED LANGUAGE FOR OFFICIAL ACTION

I MOVE TO APPROVE THE RENEWAL OF THE ATTACHED LISTING OF CIGARETTE LICENSES FOR 2020/2021, WITH THE CONTINGENCY OF PICK N SAVE #406 PAYING THE \$100 LICENSE FEE BEFORE LICENSE IS ISSUED.

ADDITIONAL ACTION:	MAIL OUT APPROVED LICENSE'S
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BOT Date 06/15/2020

License ID	License Type	Name	Business	Premise Desc	Begin Dt	End Dt	EMPD Approval	CLPS	BOT
9034 - Cigarette									
20008	9034 - Cigarette	Bartz, Tabatha R	Schofield Avenue	Shell	07/01/2020	06/30/2021			
20006	9034 - Cigarette	Bartz, Tabitha R	Commerce Crossing		07/01/2020	06/30/2021			
20001	9034 - Cigarette	Condon, Jerry F	The Store #59		07/01/2020	06/30/2021			
19995	9034 - Cigarette	Diethelm, Jamie Dana	Kwik Trip #986		07/01/2020	06/30/2021			
20007	9034 - Cigarette	Dollar #31154, Family	Family Dollar		07/01/2020	06/30/2021			
19997	9034 - Cigarette	Gall, Tanya B	The Store #60		07/01/2020	06/30/2021			
20005	9034 - Cigarette	Garton, Lyle William	Kwik Trip #787		07/01/2020	06/30/2021			
20003	9034 - Cigarette	Lipscomb, Shari Lynn	Kwik Trip #140		07/01/2020	06/30/2021			
19999	9034 - Cigarette	Oyer, Nicholas C	Kwik Trip #356		07/01/2020	06/30/2021			
19996	9034 - Cigarette	Rhinehart, Ross A	Weston Wine & Spirits		07/01/2020	06/30/2021			
20002	9034 - Cigarette	Samolinski, Emily K	Walgreens #09609		07/01/2020	06/30/2021			
20000	9034 - Cigarette	Trakel, Jean Carol	RStore #4504		07/01/2020	06/30/2021			
19998	9034 - Cigarette	Wagner, Christopher	Pick N Save #406		07/01/2020	06/30/2021			

REQUEST FOR CONSIDERATION

PUBLIC MTG/DATE:	BOARD OF TRUSTEES, JUNE 15 TH , 2020
DESCRIPTION:	RENEW MOBILE HOME PARK LICENSES FOR STILLWATER LANDING, WESTON MANOR, AND COLONIAL GARDENS FOR THE 2020/2021 LICENSING TERM.
FROM:	SARAH FLORY, DEPUTY CLERK
QUESTION:	SHOULD THE BOARD OF TRUSTEES APPROVE RENEWING THE MOBILE PARK LICENSES FOR STILLWATER LANDING, WESTON MANOR, AND COLONIAL GARDENS FOR 2020/2021 LICENSING TERM?

BACKGROUND

THE MOBILE HOME PARK LICENSES WILL EXPIRE ON JUNE 30TH STAFF IS IN RECEIPT OF THEIR APPLICATIONS TO RENEW FOR THE 2020/2021 TERM. THE PLANNING & DEVELOPMENT DEPARTMENT HAS INDICATED:

WESTON MANOR 5707 FULLER ST HAVE APPLIED FOR 3 PERMITS IN THE LAST YEAR. NO NEW HOMES, MOSTLY ROOFING PERMITS (3) NO COMPLAINTS THAT ARE OF NOTE.

STILLWATER LANDING 4311 SCHOFIELD AVE HAS CHANGED OWNERSHIP IN THE LAST YEAR AND HAVE ONLY APPLIED FOR (2) PERMITS IN THE LAST YEAR. BOTH OF WHICH WERE EMERGENCY ELECTRICAL PERMITS AS ELECTRICAL PEDESTALS HAD FALLEN OVER. THE MEETING WITH THE NEW OWNERS, WAS VERY PROMISING BUT THE ONLY THING THEY HAVE DONE IS TO TRY TO DIVIDE OFF THE STORAGE UNITS. WHICH OBVIOUSLY IS A MONEY MAKING ENDEAVOR FOR THEM. AFTER A DECENT PERIOD OF IMPROVEMENT, THE PARK HAS FALLEN IN TO MAJOR DISREPAIR AGAIN.

COLONIAL GARDENS 6300 BIRCH ST. HAS HAD MULTIPLE MANAGERS IN THE LAST YEAR, ONE OF WHICH IS IN JAIL. THEY HAVE APPLIED FOR (63) PERMITS, (21) NEW HOMES, (4) DEMO HOMES, AND THEN A VARIETY OF OTHER PERMITS. ELECTRICAL, DECK REPAIRS, HOME IMPROVEMENT, AND YARD SHED PERMITS. THERE ARE A LOT OF FIRE PIT COMPLAINTS THAT ORIGINATE FROM THE RESIDENTS. OTHER THAN THAT, NOT MANY SIGNIFICANT ISSUES.

ATTACHED DOCS:	EVOLVE REPORT
COMMITTEE ACTION:	N/A
FISCAL IMPACT:	NONE
RECOMMENDATION:	STAFF RECOMMENDATION IS TO APPROVE RENEWING THE MOBILE HOME PARK LICENSE FOR THE 2020/2021 LICENSING TERM.

RECOMMENDED LANGUAGE FOR OFFICIAL ACTION

I MOVE TO APPROVE THE RENEWAL OF MOBILE HOME PARK LICENSE FOR STILLWATER LANDING, WESTON MANOR, AND COLONIAL GARDENS FOR THE 2020/2021 LICENSING TERM.

ADDITIONAL ACTION: MAIL OUT APPROVED LICENSE'S



BOT Date 06/15/2020

License ID	License Type	Name	Business	Premise Desc	Begin Dt	End Dt	EMPD Approval	CLPS	BOT
9039 - Manufactured Home Park									
20123	9039 - Manufactured Home Park	@ 52 Properties, Colin	Stillwater Landing MHC		07/01/2020	06/30/2021			
20124	9039 - Manufactured Home Park	Hanson, Lori n/a	Colonial Gardens Mobile Home Park		07/01/2020	06/30/2021			
20125	9039 - Manufactured Home Park	of WI LLC, Pleasant Valley Properties	Weston Manor Mobile Home Park		07/01/2020	06/30/2021			

VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN
5500 SCHOFIELD AVENUE, WESTON, WI 54476
REQUEST FOR CONSIDERATION

Public Mtg/Date: Board of Trustees – 6/15/2020

Description: Acknowledge Plan Commission Recommendation – Resolution 2020-PC-001: A Resolution Recommending Adoption of Components of The Comprehensive Plan of the Village of Weston, Marathon County, Wisconsin; Consisting of Amendments to Chapter 3: Land Use, Specifically Map 3-1 Future Land Use, of Volume 2: Vision and Directions.

Set Public Hearing for Comprehensive Plan Amendments – July 20, 2020 at 6pm.

From: Jennifer Higgins, Director of Planning & Development

Question: Should the Village Board accept the Plan Commission Recommendation on the proposed Comprehensive Plan Map Amendments and direct staff to schedule them for Public Hearing in July?

Background

Village staff has initiated a Comprehensive Plan Map Amendment for properties the Village currently owns. Development plans have recently changed for these properties resulting in a need to rezone them. To maintain consistency with the Village Comprehensive Plan, specifically Map 3-1 Future Land Use Map, a comprehensive plan map amendment is first needed prior to the rezone requests being granted.

Project #20200161 – Camp Phillips Road – Old G&B Produce Site and two vacant lots. Proposed site of New Municipal Center Building

- **4707 Camp Phillips Rd** – land use designation from Industrial to Institutional and zoning from GI General Industrial to INT Institutional. (PIN 192 2808 162 0971)
- **4106 Ross Avenue** - from Multiple Family Residential to Institutional and zoning from MF Multiple Family Residential to INT Institutional. (PIN 192 2808 162 0970)
- **4204 Ross Avenue** - from Multiple Family Residential to Institutional and zoning from MF Multiple Family Residential to INT Institutional. (PIN 192 2808 162 0969)

VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN
5500 SCHOFIELD AVENUE, WESTON, WI 54476
REQUEST FOR CONSIDERATION

The proposed plan for these lands is to complete the comprehensive plan map amendment so that the properties can be rezoned and a certified survey map can be completed to combine the 3 lots together. The Village is in the process of designing a new municipal center that would be constructed on this site in 2021.

Project #20200162 – Weston Avenue – Previously owned by Cliff Mashuda Property – vacant – site previously planned for sports complex.

- A parcel of land being part of Lot 1 of Certified Survey Map 17438 located in the Southwest ¼ of the Southeast ¼ of Section 23, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin. Said parcel contains 615,585 SF or 14.13 Acres. Subject to all roadways and easements of record. Land use designation from Park and Recreation to Industrial and zoning from AR Agriculture and Residential to LI Limited Industrial. (PIN 192 2808 234 0990)

The proposed plan for this parcel is to complete a comprehensive plan map amendment to allow the property to be rezoned to allow the expansion of Business Park South.

The first step in the comprehensive plan amendment process was to have the Plan Commission review the requests. A public hearing was held on 6/08/2020 in conjunction with the rezone request public hearings. At that meeting, the Plan Commission recommended approval to the Village Board by approving the Resolution which is attached for the BOT's acknowledgement.

Attached Docs:	Hearing Notice for July 20, 2020 BOT Hearing
	Resolution 2020-PC-001: A Resolution Recommending Adoption of Components of The Comprehensive Plan of the Village of Weston, Marathon County, Wisconsin; Consisting of Amendments to Chapter 3: Land Use, Specifically Map 3-1 Future Land Use, of Volume 2: Vision and Directions (for acknowledgment by the BOT)
Committee Action:	PC held public hearing on 6/8/2020. Commission recommended approval through adoption of the Resolution.
	PC adopted Resolution No. 2020-PC-001 to begin the process to include the Plan Amendments in Volume 2 of the Comp Plan.

VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN
5500 SCHOFIELD AVENUE, WESTON, WI 54476
REQUEST FOR CONSIDERATION

FISCAL IMPACT: TBD.

Recommendation: Director recommends acknowledgement of the Resolution and setting the Public Hearing for July 20th.

Recommended Language for Official Action

I move to acknowledge Resolution No. 2020-PC-001 and set the Public Hearing for these proposed amendments for July 20, 2020.

Additional action: Publication of Hearing Notice (Staff)
Public Hearing (BOT)
Publication of Ordinance (Staff)



VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN

RESOLUTION NO. 2020-PC-001

A RESOLUTION RECOMMENDING ADOPTION OF COMPONENTS OF THE COMPREHENSIVE PLAN OF THE VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN; CONSISTING OF AMENDMENTS TO CHAPTER 3: LAND USE, SPECIFICALLY MAP 3-1 FUTURE LAND USE, OF VOLUME 2: VISION AND DIRECTIONS

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

WHEREAS, Volume 2—Vision and Directions contains the Village’s vision and the comprehensive plan chapters, specified under Wisconsin law. Most chapters include a goal, objectives, policies, and initiatives to guide the future enhancement and development of the Village. Goals are broad statements that express general public priorities about how the Village will approach development issues. Objectives are more specific than goals and are usually attainable through planning and implementation activities. Policies may be understood as day-to-day rules to ensure plan implementation and to accomplish the goals and objectives. Initiatives are specific, proactive projects or efforts that will, once implemented, achieve the vision, goals, and objectives in this volume; and

WHEREAS, Volume 2 – Vision and Directions contains a Chapter 3 Land Use and a Map 3-1 Future Land Use which serves as the land use plan for the Village and is the basis for more detailed planning efforts, the zoning map and ordinance, rezoning and conditional use permits, subdivision plats and certified survey maps, and annexations and intergovernmental agreements; and

WHEREAS, it is required by law there be consistency between the Comprehensive Plan and zoning and subdivision ordinances, rezoning and other land use decisions; and

WHEREAS, to maintain consistency there are times the Comprehensive Plan may be amended to meet the changing needs of the community and its vision for the future; and

WHEREAS, an amendment process is provided for these reasons in Sec. 94.16.14 of the Zoning Ordinance; and

WHEREAS, the Village completed an application to amend the future land use map found in Map 3-1 of Volume 2 Vision and Directions for the following properties:

- 4707 Camp Phillips Rd – land use designation from Industrial to Institutional. (PIN 192 2808 162 0971)
- 4106 Ross Avenue - from Multiple Family Residential to Institutional. (PIN 192 2808 162 0970)
- 4204 Ross Avenue - from Multiple Family Residential to Institutional. (PIN 192 2808 162 0969)
- A parcel of land being part of Lot 1 of Certified Survey Map 17438 located in the Southwest ¼ of the Southeast ¼ of Section 23, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin. Said parcel contains 615,585 SF or 14.13 Acres. Subject to all

roadways and easements of record. - Land use designation from Park and Recreation to Industrial. (PIN 192 2808 234 0990); and

WHEREAS, an official notice to obtain public comment was published in the Monday, May 25, 2020, and Monday, June 1, 2020, editions of the Wausau Daily Herald, with one opportunity for such comment occurring at a Plan Commission meeting on June 8, 2020; and

WHEREAS, the Village Board has also scheduled a public hearing on the afore mentioned Future Land Use Map Amendments on July 20, 2020, in compliance with the requirements of §66.1001(4)(d) of Statutes; and

WHEREAS, the Plan Commission has considered public comments received to date and the recommendations of Village staff and has determined to recommend Board approval of the afore mentioned amendments to 3-1 Future Land Use in Volume 2 Vision and Directions.

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 amendments to Map 3-1: Future Land Use of Volume 2—Vision and Directions of the Village's comprehensive plan:

- 4707 Camp Phillips Rd – land use designation from Industrial to Institutional. (PIN 192 2808 162 0971)
- 4106 Ross Avenue - from Multiple Family Residential to Institutional. (PIN 192 2808 162 0970)
- 4204 Ross Avenue - from Multiple Family Residential to Institutional. (PIN 192 2808 162 0969)
- A parcel of land being part of Lot 1 of Certified Survey Map 17438 located in the Southwest ¼ of the Southeast ¼ of Section 23, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin. Said parcel contains 615,585 SF or 14.13 Acres. Subject to all roadways and easements of record. - Land use designation from Park and Recreation to Industrial. (PIN 192 2808 234 0990)

ADOPTED BY THE PLAN COMMISSION OF THE VILLAGE OF WESTON, at a meeting thereof, this 8th day of the month of June, 2020.

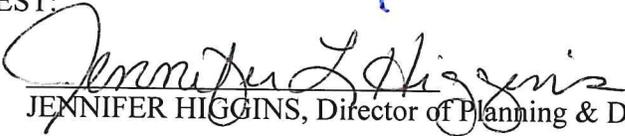
VILLAGE OF WESTON, a Municipal Corporation of the State of Wisconsin.

By:


MARK MALONEY, Plan Commission Vice-Chair

ATTEST:

By:


JENNIFER HIGGINS, Director of Planning & Development

Village of Weston Marathon County, WI



FUTURE LAND USE MAP



Map Date: 5/21/2020
Adoption Date: 2/21/2019



LEGEND

4707 Camp Phillips Rd & 4106, 4204 Ross Ave

MUNICIPAL FEATURES

Village of Weston Incorporated Boundary

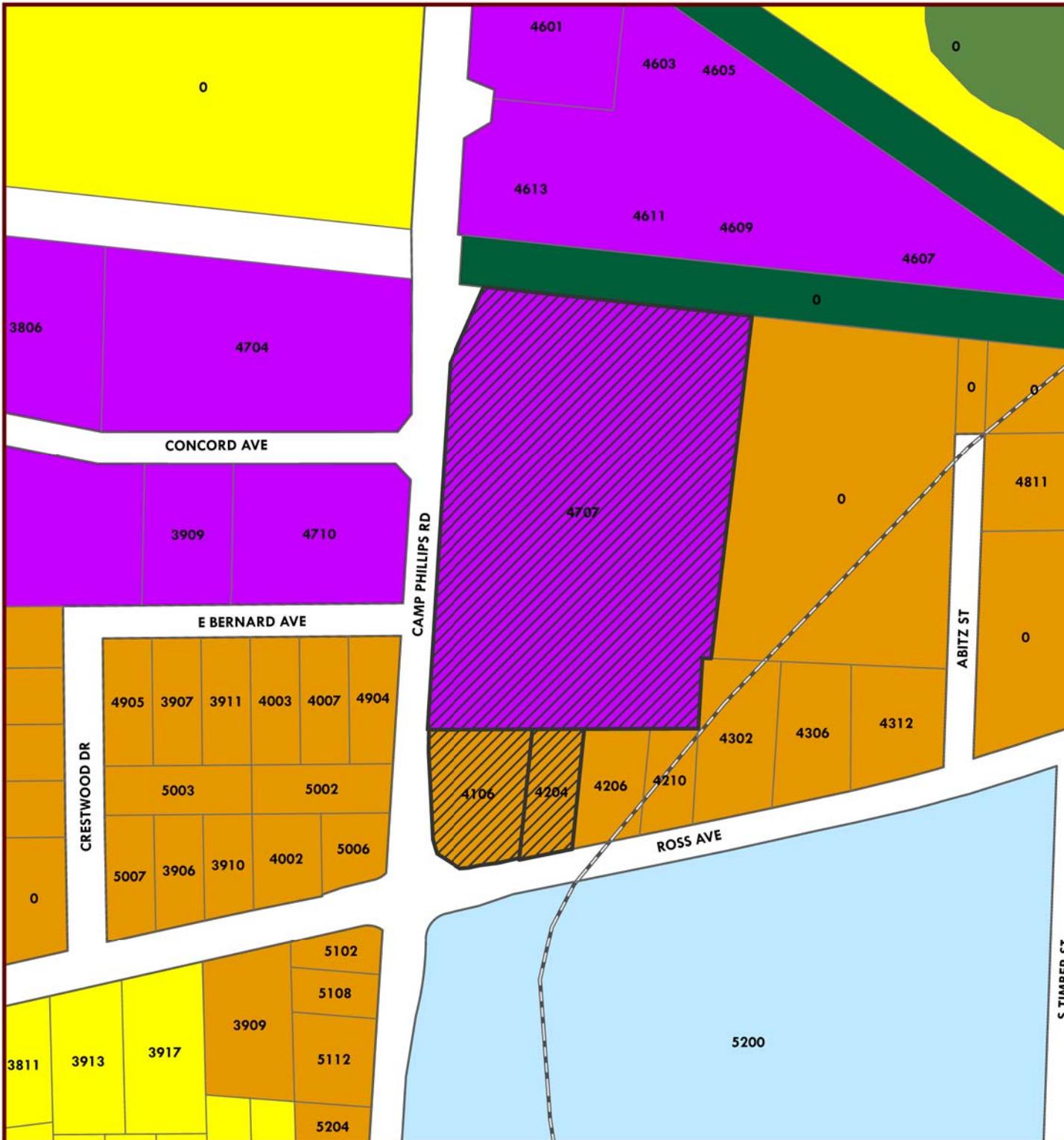
Right-of-Way

WELLHEAD PROTECTION OVERLAY

Zone B 5-Year Municipal Well Recharge Area

Future Land Use

- Agriculture
- Business/Office Park
- Commercial
- Environmental Corridor
- Industrial
- Institutional
- Mixed Use
- Multifamily Residential
- Park and Recreation
- Planned Neighborhood
- Single Family Residential - Sewered
- Single Family Residential - Unsewered
- Two Family Residential



Village of Weston Marathon County, WI



FUTURE LAND USE MAP



Map Date: 5/21/2020
Adoption Date: 2/21/2019



LEGEND

Project #20200162 Parcels

MUNICIPAL FEATURES

Village of Weston Incorporated Boundary

Right-of-Way

Surface Water

Future Land Use

Agriculture

Business/Office Park

Commercial

Environmental Corridor

Industrial

Institutional

Mixed Use

Multifamily Residential

Park and Recreation

Planned Neighborhood

Single Family Residential - Sewered

Single Family Residential - Unsewered

Two Family Residential



NOTICE OF PUBLIC HEARING
Village of Weston, Wisconsin

BY: Board of Trustees, Village of Weston
DATE: Monday, July 20, 2020
TIME: 6 p.m.
PLACE: Weston Municipal Center, 5500 Schofield Ave., Weston, WI 54476

The Village of Weston Board of Trustees will be holding a public hearing on Monday, July 20, 2020, at 6 pm, to consider amending the future land use map found in Map 3-1 of Volume 2 Vision and Directions of the Village's Comprehensive Plan for the following properties:

- 4707 Camp Phillips Rd – land use designation from Industrial to Institutional. (PIN 192 2808 162 0971)
- 4106 Ross Avenue - from Multiple Family Residential to Institutional. (PIN 192 2808 162 0970)
- 4204 Ross Avenue - from Multiple Family Residential to Institutional. (PIN 192 2808 162 0969)
- A parcel of land being part of Lot 1 of Certified Survey Map 17438 located in the Southwest ¼ of the Southeast ¼ of Section 23, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin. Said parcel contains 615,585 SF or 14.13 Acres. Subject to all roadways and easements of record. - Land use designation from Park and Recreation to Industrial. (PIN 192 2808 234 0990)

The proposed update is available for review at the Weston Municipal Center, 5500 Schofield Avenue, Weston, WI, and on the Village's Web page at <http://westonwi.gov/CompPlan>. Written comments on the proposed updated document should be submitted to the Weston Municipal Center (attention Jennifer Higgins), by noon on July 14, 2020 to be included in the meeting packet. All written comments will be forwarded to the Board for their consideration. **All interested persons wishing to provide testimony during the Public Hearings will be given an opportunity to be heard. Due to the COVID-19 social distancing measures currently in place, no more than 10 people will be allowed in attendance at the meeting at one time. Alternative measures will be provided on the final meeting agenda to allow those not in attendance to still participate and comment.**

Any person planning to attend needing special accommodations in order to participate should call the Village at (715) 359-6114.

Dated this 16 day of June 2020
Sherry Weinkauff, Village Clerk

Published as a Class 1 Notice in the Wausau Daily Herald on Wednesday, June 17, 2020.



5500 Schofield Avenue
Weston, WI 54476

715-359-6114
www.westonwi.gov

REQUEST FOR CONSIDERATION

Public Mtg/Date:	Board of Trustees, June 15, 2020
Description:	Resolution No. 2020-008: A Resolution to Approve Final Plat for Markovich Properties Condominium Second Addendum.
From:	Emily Wheaton, Assistant Planner Jennifer Higgins, Director of Planning and Development
Question:	Should the Board of Trustees approve the proposed Final Plat for Markovich Properties Condominium Second Addendum?

BACKGROUND

The Markovich Properties Condominium Plat was originally approved in 2004 and created a total of 4 condo units. In 2014, the Plat was amended to include a 5th unit. A site plan has been submitted to build a three tenant building on Unit #5. To alleviate some disputes that have arisen from another unit owner, the property owner has submitted an amended plat that shifts Unit #5 to the east to lessen the degree at which this new building might block the existing Pizza Ranch visibility from Schofield Ave. Each unit would maintain the same percentage of ownership in the current plat.

Attached Docs:	Proposed Addendum No. 2 to Markovich Properties Condominium, Ownership Declaration
Committee Action:	Recommended by Plan Commission on June 8, 2020
FISCAL IMPACT:	N/A
Recommendation:	Staff recommends approval.

RECOMMENDED LANGUAGE FOR OFFICIAL ACTION

I move to approve of Resolution 2020-008: A Resolution to Approve the Final Plat of Markovich Properties Condominium Plat, Second Addendum.

Additional action:	Signatures obtained on addendum plat and plat recorded at Marathon Register of Deeds.
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**VILLAGE OF WESTON, WISCONSIN
RESOLUTION NO. 2020-008**

A RESOLUTION, TO APPROVE FINAL PLAT OF MARKOVICH PROPERTIES
CONDOMINIUM SECOND ADDENDUM

WHEREAS, the Plan Commission met on June 8, 2020 and did review
the Final Plat of Markovich Properties Condominium Second
Addendum; and

WHEREAS, the Plan Commission does recommend approval of the
Addendum of the Condominium Plat;

NOW, THEREFORE BE IT RESOLVED the Board of Trustees for the Village of Weston
hereby approves the recommendation of the Plan Commission to approve the Final Plat
of Markovich Properties Condominium Second Addendum.

PASSED BY THE BOARD OF TRUSTEES OF THE VILLAGE OF WESTON, at a
regular meeting thereof, this 15th day of the month of June, 2020.

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

By: _____
WALLY SPARKS, President

ATTEST:

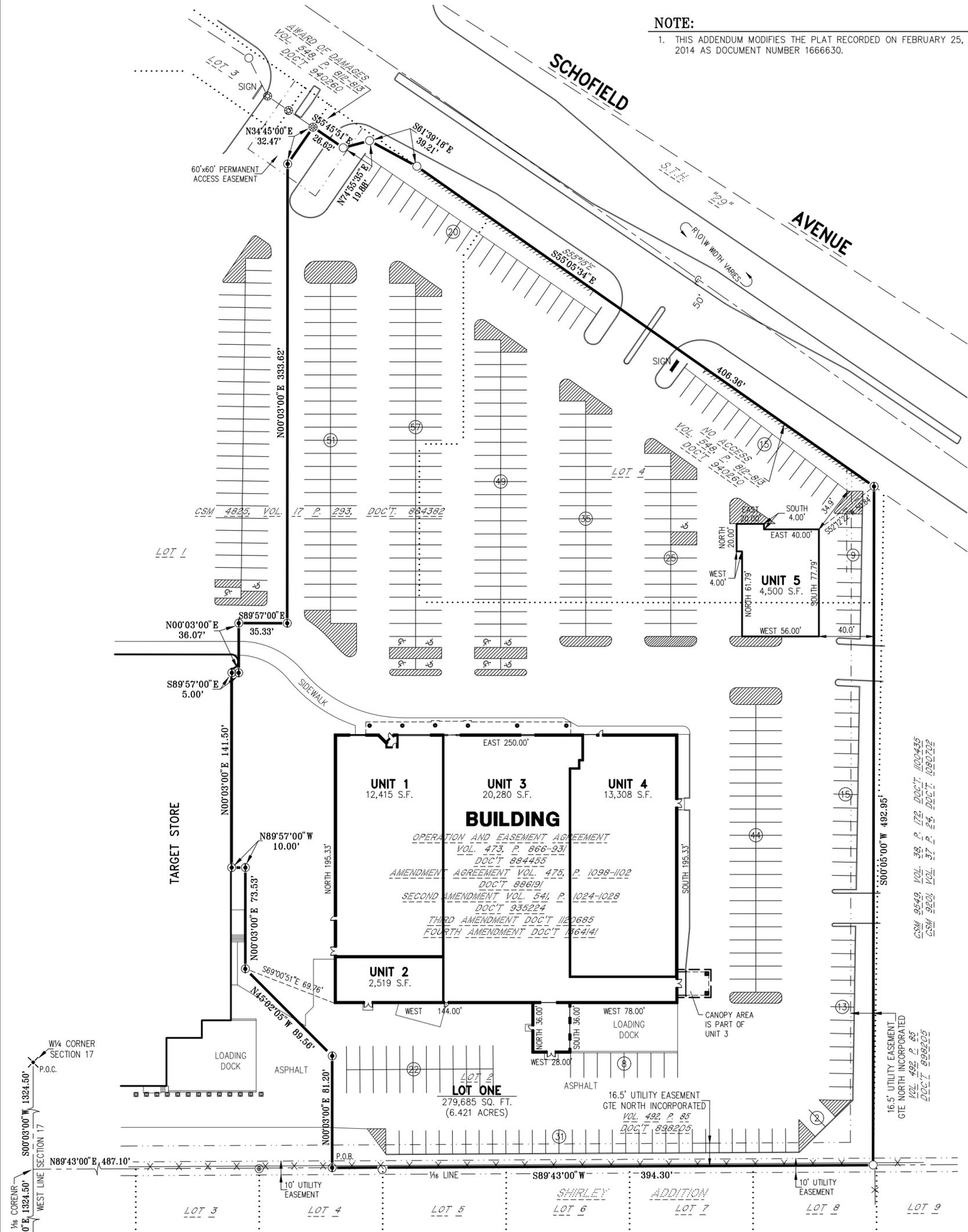
By: _____
SHERRY WEINKAUF, Clerk

MARKOVICH PROPERTIES CONDOMINIUM SECOND ADDENDUM

A CONDOMINIUM LOCATED IN PART OF LOT 2 AND ALL OF LOT 4,
CSM 4825, BEING PART OF THE NW¼SW¼, SECTION 17, T28N, R8E,
VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN

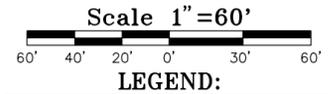
NOTE:

1. THIS ADDENDUM MODIFIES THE PLAT RECORDED ON FEBRUARY 25, 2014 AS DOCUMENT NUMBER 1666630.



OPERATION AND EASEMENT AGREEMENT
VOL. 473, P. 866-931
DOC'T 884455
AMENDMENT AGREEMENT VOL. 475, P. 1098-1102
DOC'T 886191
SECOND AMENDMENT VOL. 541, P. 1024-1028
DOC'T 933224
THIRD AMENDMENT DOC'T 1126685
FOURTH AMENDMENT DOC'T 1164411

BASIS FOR BEARINGS:
THE WEST LINE OF THE SW¼, SECTION 17,
T28N, R8E, ASSUMED TO BEAR N00°03'00"E.



- LEGEND:**
- ⊙ 3/4" ROD FOUND
 - ⊙ 1" ROD FOUND
 - ⊙ 1" O.D. PIPE FOUND
 - ⊙ DRILL HOLE FOUND
 - ⊙ P.K. NAIL FOUND
 - ⊙ GUARD POST
 - ⊙ FENCE
 - DENOTES NO ACCESS
 - P.O.B. POINT OF BEGINNING
 - P.O.C. POINT OF COMMENCEMENT
 - PREVIOUSLY RECORDED AS (DOC'T)

ALL AREAS NOT DEFINED OR SHOWN
AS A UNIT ARE COMMON ELEMENTS

	ESP GROUP, INC. LAMPERT-LEE & ASSOCIATES ENGINEERS • SURVEYORS • PLANNERS	Dwg. No. 8946-D-1-B Project No. 20-077
	10968 State Hwy. 54 East • Wisconsin Rapids, WI 54494-8718 TELEPHONE 715-424-3131 • FAX 715-423-8774	Drawn By: Pat Pazurek Date: June 1, 2020
	Sheet 1 of 3 Sheets	
	J.P.P. - Jun 03, 2020, 15:26:53, CADD FILE: 8946-D-1-B.dwg	

MARKOVICH PROPERTIES CONDOMINIUM SECOND ADDENDUM

A CONDOMINIUM LOCATED IN PART OF LOT 2 AND ALL OF LOT 4,
CSM 4825, BEING PART OF THE NW¼SW¼, SECTION 17, T28N, R8E,
VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN

Surveyor's Certificate

I, Donald J. Schmoll, Registered Land Surveyor, hereby certify:

That in full compliance with the provisions of Chapters 236 and 703 of the Wisconsin Statutes and the subdivision and zoning regulations of the Village of Weston, and under the direction of Thomas E. Markovich, President, Markovich Properties, Inc., owner of said land, I have surveyed, divided and mapped Markovich Properties Condominium; that such condominium plat correctly represents all exterior boundaries of the land surveyed; and that this land is located in the NW¼SW¼, Section 17, T28N, R8E, Village of Weston, Marathon County, Wisconsin, containing 279,685 square feet or 6.421 acres of land and described as follows:

Part of Lot 2, and All of Lot 4, CSM 4825, Being part of the NW¼SW¼, Section 17, T28N, R8E, Village of Weston, Marathon County, Wisconsin;

Commencing at the P.K. nail on the West quarter corner of Section 17; Thence S00°03'00"W along the West line of Section 17, 1324.50 feet to the 1/16 corner;

Thence N89°43'00"E along the 1/16 line and the South line of Lot 1, CSM 4825, 487.10 feet to a rod on the Southwest corner of Lot 2, CSM 4825 and the Point of Beginning of the following description;

Thence N00°03'00"E along the West line of Lot 2, CSM 4825, 81.20 feet to a rod on a corner of said Lot 2;

Thence N45°02'05"W along the Westerly line of Lot 2, CSM 4825, 89.56 feet to a rod on a corner of said Lot 2;

Thence N00°03'00"E along the West line of Lot 2, CSM 4825, 73.53 feet to a rod on a corner of said Lot 2;

Thence N89°57'00"W along the Westerly line of Lot 2, CSM 4825, 10.00 feet to a rod on a corner of said Lot 2;

Thence N00°03'00"E along the West line of Lot 2, CSM 4825, 141.50 feet to a rod on a corner of said Lot 2;

Thence S89°57'00"E along the Westerly line of Lot 2, CSM 4825, 5.00 feet to a rod on a corner of said Lot 2;

Thence N00°03'00"E along the West line of Lot 2, CSM 4825, 36.07 feet to a rod on a corner of said Lot 2;

Thence S89°57'00"E along the Westerly line of Lot 2, CSM 4825, 35.33 feet to a rod on a corner of said Lot 2;

Thence N00°03'00"E along the West line of Lot 2, CSM 4825, 333.62 feet to a rod on a corner of said Lot 2;

Thence N34°45'00"E along the Westerly line of Lot 2, CSM 4825, 32.47 feet to a drill hole in concrete on the Southerly line of Schofield Avenue;

Thence S55°45'51"E along the Southerly line of Schofield Avenue, 26.62 feet to a pipe;

Thence N74°55'35"E along the Southerly line of Schofield Avenue, 19.88 feet to a pipe;

Thence S61°39'18"E along the Southerly line of Schofield Avenue, 39.21 feet to a pipe on the North line of Lot 2, CSM 4825;

Thence S55°05'34"E along the Southerly line of Schofield Avenue and the North line of Lots 2 and 4, CSM 4825, 406.36 feet to a rod on the Northeast corner of said Lot 2;

Thence S00°05'00"W along the East line of Lot 2, CSM 4825, 492.95 feet to a pipe on the Southeast corner of said Lot 2 and the 1/16 line;

Thence S89°43'00"W along the South line of Lot 2, CSM 4825 and the 1/16 line, 394.30 feet to the Point of Beginning;

Dated this 1st day of June, 2020.

Donald J. Schmoll
Professional Land Surveyor, S-2608

Owner's Certificate Of Dedication

Markovich Properties, Inc., a North Carolina corporation duly organized and existing under and by virtue of the laws of the State of North Carolina, as owner, does hereby certify that said company caused the land described on this condominium plat to be surveyed, divided, mapped and dedicated as represented on this plat.

Markovich Properties, Inc., does further certify that this condominium plat is required by s.236 or s.703 to be submitted to the following for approval or objection:

Village of Weston

In witness whereof, the said Markovich Properties, Inc., has caused these presents to be signed by Thomas E. Markovich, president, and Joan K. Markovich, secretary, at _____ (city), _____ (state), on this ____ day of _____, 2020.

In the presence of:

Markovich Properties, Inc.

Thomas E. Markovich, President

Joan K. Markovich, Secretary

STATE OF _____)
COUNTY) SS

Personally came before me this ____ day of _____ 2020, Thomas E. Markovich, president, and Joan K. Markovich, secretary, of the above named corporation, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Notary Public, _____ County, State of _____

My commission expires: _____

Submission/Acceptance Certificate

Village of Weston
Village Board

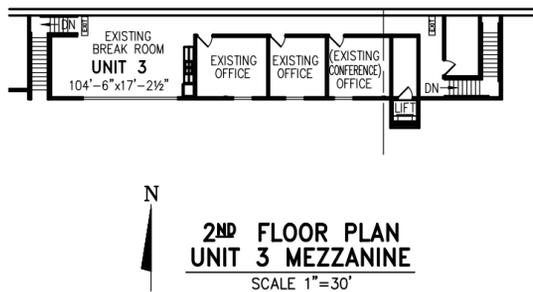
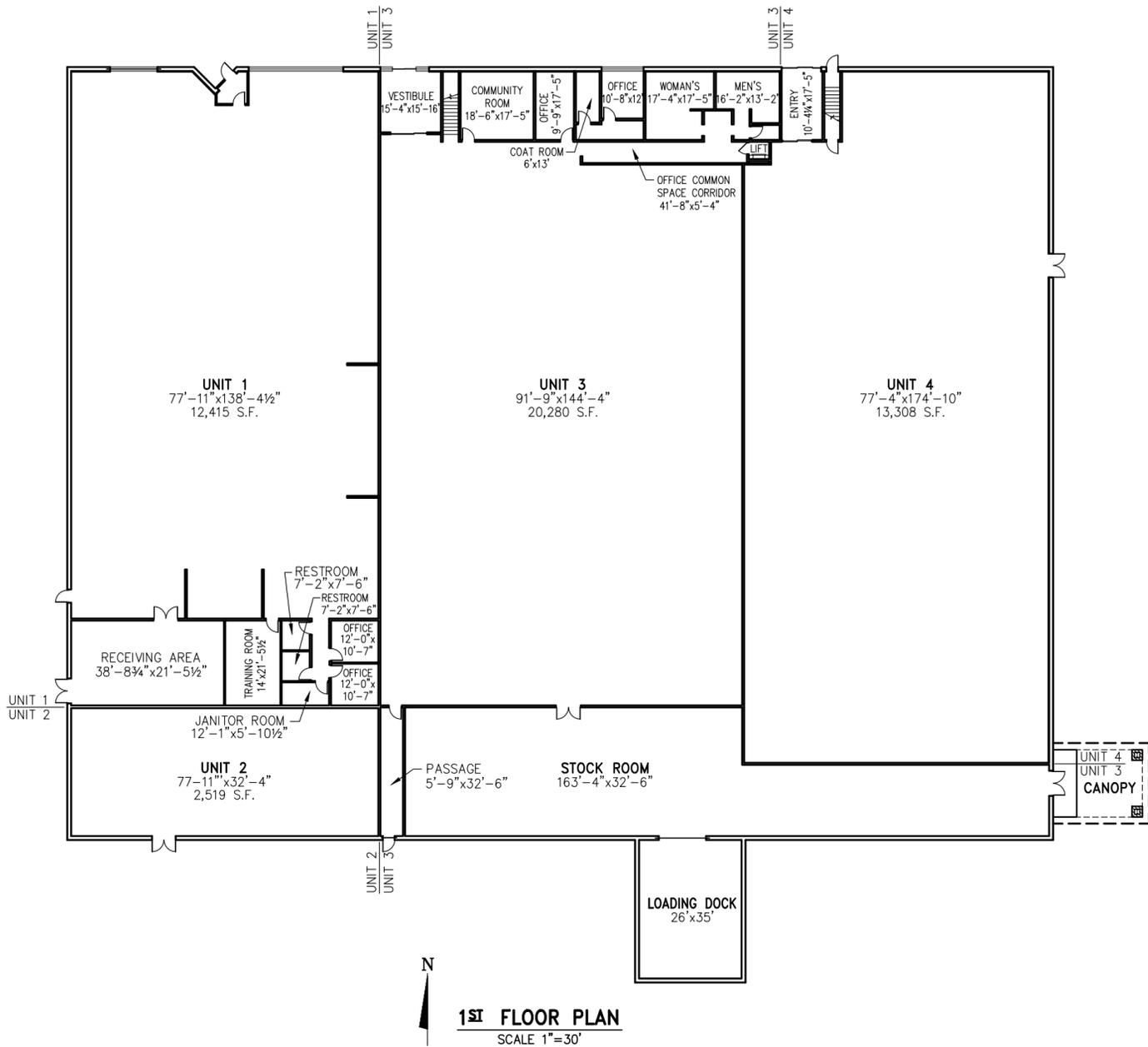
The foregoing condominium plat has been submitted to the Village Board for review and approval as to conformity with Village ordinances, Village roads, Village easements and other Village property, as the case may be, which may be affected by such survey, and is hereby accepted as in conformity with such Village ordinances, Village roads, Village easements and other Village property, as the case may be, on this ____ day of _____, 2020.

Village Board

Jennifer Higgins, Director of Planning & Development

MARKOVICH PROPERTIES CONDOMINIUM SECOND ADDENDUM

A CONDOMINIUM LOCATED IN PART OF LOT 2 AND ALL OF LOT 4,
CSM 4825, BEING PART OF THE NW¼SW¼, SECTION 17, T28N, R8E,
VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN



UNIT #1	12,415 S.F. TOTAL
UNIT #2	2,519 S.F. TOTAL
UNIT #3	20,280 S.F. TOTAL
UNIT #4	13,308 S.F. TOTAL
UNIT #5	4,920 S.F. TOTAL

NOTE:

1. THE AREA OF EACH UNIT (S.F.) IS DETERMINED BY DEFINITION UNDER 4.D. OF THE DECLARATION OF CONDOMINIUM OF MARKOVICH PROPERTIES CONDOMINIUM RECORDED ON JULY 7, 2004 AS DOCUMENT NUMBER 1379793.
2. THE AREA FOR UNIT #5 IS A 60'x82' PAD, AS SHOWN ON SHEET 1 OF 3 AND DOES NOT HAVE A FLOOR PLAN AT THE PRESENT TIME.

 <p>ESP GROUP, INC. LAMPERT-LEE & ASSOCIATES ENGINEERS • SURVEYORS • PLANNERS</p> <p>10968 State Hwy. 54 East • Wisconsin Rapids, WI 54494-8718 TELEPHONE 715-424-3131 • FAX 715-423-8774</p>	Dwg. No. 8946-D-3-B
	Project No. 20-077
	Drawn By: Pat Pazurek
	Date: June 1, 2020
Sheet 3 of 3 Sheets	

**Amendment to Declaration of
Condominium Ownership**
Title of Document

Document Number

This Amendment to Declaration of Condominium of Markovich Properties Condominium is made as of this _____ day of June, 2020 by **Markovich Properties, Inc.**, a North Carolina corporation (the "Declarant") and the undersigned representing two-thirds of the Unit Owners of the Condominium.

RECITALS

A. The Declarant previously submitted that certain real estate owned by the Declarant to the provisions of Chapter 703, Wisconsin Statutes, known as the Wisconsin Condominium Ownership Act by executing and recording a Declaration of Condominium Ownership dated July 7, 2004 and recorded in the office of the Marathon County Register of Deeds on July 7, 2004 as document number 1379793 (the "Declaration").

B. The Declarant previously amended the terms of the Declaration pursuant to that certain Amendment to Declaration of Condominium Ownership dated December 30, 2013 and recorded in the office of the Marathon County Register of Deeds on February 25, 2014 as Document Number 166629 (the "First Amendment").

C. The Declarant and the undersigned representing two-thirds of the Unit Owners of the Condominium wish to further amend the Declaration as provided herein.

TERMS AND CONDITIONS

1. **Identification of Units.** Exhibit B attached to the Declaration, as amended by the First Amendment, is hereby deleted in its entirety and shall be replaced with the Exhibit B attached hereto and incorporated herein by reference. All references to Exhibit B in the Declaration shall hereafter refer to the Exhibit B attached hereto.

2. **Ratify and Amended.** Except as amended herein, the remaining terms and conditions and other provisions of the Declaration shall continue in full force and effect and the same are hereby ratified and approved.

(Signature Pages Attached)

Recording Area

Name and Return Address

**Attorney Keith J. Pilger
Anderson O'Brien Law Firm
1257 Main Street, P.O. Box 228
Stevens Point, WI 54481**

Parcel Identification Number (PIN)

The undersigned do hereby approve the amendments contained herein as of the date set forth above.

DECLARANT:

MARKOVICH PROPERTIES, INC.

By: _____
Thomas E. Markovich – President

By: _____
Joan K. Markovich – Secretary

STATE OF _____)
) ss.
COUNTY OF _____)

Personally came before me this _____ day of _____, 20__ the above-named Thomas E. Markovich and Joan K. Markovich to me known to be the persons who executed the foregoing instrument and acknowledged the same.

(print name)
Notary Public, State of _____
My Commission expires _____

UNIT OWNERS ASSOCIATION:

MARKOVICH PROPERTIES UNIT OWNERS ASSOCIATION

By: _____
Name: _____ - President

By: _____
Name: _____ - Secretary

STATE OF _____)
) ss.
COUNTY OF _____)

Personally came before me this _____ day of _____, 20__ the above-named _____ to me known to be the persons who executed the foregoing instrument and acknowledged the same.

(print name)
Notary Public, State of _____
My Commission expires _____

DECLARATION OF CONDOMINIUM

Markovich Properties Condominium

EXHIBIT B

See attached condominium plat.

REQUEST FOR CONSIDERATION

Public Mtg/Date:	Village Board – 6/15/2020
Description:	Harlyn Ave Lift Station Project – Change Order #2
From:	Michael Wodalski, Director of Public Works Josh Swenson, Utility Superintendent
Question:	Should the Village Board Approve Change Order #2 for the Harlyn Ave Lift Station Project?

Background

As the Harlyn Lift Station was coming to completion, the utility operators asked if the concrete sidewalk around the generator and control panels could be extended further to improve maintenance moving forward. A main concern was for snow removal in winter and allowing for more room to maneuver around the equipment. One problem that specifically came up is the air intake panel sticks out further than planned which does not allow enough room between the generator and panel to walk between the two.

With the increase in extending the concrete, WPS needed to remove an old pole before the concrete work could be completed. Overall, the change order is asking for an increase of contract costs of \$775 for the additional concrete quantity as well as a time extension of 30 days so WPS can remove the pole.

Attached Docs: - Change Order documents from Becher Hoppe and Pember

Committee Action: - Public Works Recommended Approval

Fiscal Impact: - Total increase in the contract is \$775 bringing the new total to \$315,125.

Recommendation: Staff recommends approving the Change Order for the increased cost as well as the time extension.

Recommended Language for Official Action

I move to approve Change Order #2 as presented with an increase in contract cost of \$775 for the additional concrete sidewalk quantity and time extension of 30 days to accommodate the pole removal by WPS.

Or, Something else

_ Additional action:



330 N. 4th Street, Wausau, WI 54403-5417
715-845-8000 | becherhoppe.com

June 4, 2020

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

Subject: Harlyn Avenue Lift Station Replacement – Change Order #2

Email

Dear Michael:

Enclosed herewith is a change order associated with Pember Companies, Inc. work on the Harlyn Avenue Lift Station Replacement. The change order is for revisions for additional sidewalk per the request of Village Staff and to the completion date to account for this work, requiring pole removal by WPS.

I agree with the requested completion date of July 1, 2020 to ensure sufficient time for all work to be completed.

Sincerely,

A handwritten signature in black ink that reads "Matthew Patterson". The signature is fluid and cursive, with a long horizontal stroke at the end.

Matthew Patterson, PE
Project Engineer

MRP

Enclosures

cc: Josh Swenson, Village of Weston Utility Superintendent

CHANGE ORDER

No: 2

PROJECT: Village of Weston: Harlyn Ave Lift Station

DATE OF ISSUANCE: June 4, 2020 EFFECTIVE DATE: June 4, 2020

OWNER: **Village of Weston** OWNER's Contract No.: N/A

ENGINEER: **Becher-Hoppe Associates, Inc.** ENGINEER'S Contract No.: **2018.048**
Wausau, WI

CONTRACTOR: **Pember Companies Inc**
Menomonie, WI

You are directed to make the following changes in the Contract Documents.

- Description: 1.Price addition for 2' x 24" concrete sidewalk added
2. Change in contract dates.

- Reason for Change Order: 1. Village staff requested additional concrete sidewalk around the generator and control pannel for ease of maintenace
2. Contract time extension for additioinal work, requires WPS to remove a power pole before sidewalk can be formed and poored

Attachments: (List documents supporting change)
Weston CO1 Sidewalk Addition.pdf
Weston Extension Request.pdf

CHANGE IN CONTRACT PRICE:		CHANGE IN CONTRACT TIMES:	
Original Contract Price	\$314,350.00	Original Contract Times	
		Substantial Completion:	November 1, 2019
		Ready for final payment:	November 15, 2019
			<i>days or dates</i>
Net change from previous Change Orders No. 0 to No. 1	\$0.00	Net change from previous Change Orders No. 0 to No. 1	213
			<i>days</i>
Contract Price prior to this Change Order	\$314,350.00	Contract times prior to this Change Order	
		Substantial Completion:	June 1, 2020
		Ready for final payment:	June 15, 2020
			<i>days or dates</i>
Net Increase of this Change Order	\$775.00	Net Increase of this Change Order	30
			<i>days</i>
Contract Price with all approved Change Orders	\$315,125.00	Contract Times with all approved Change Orders	
		Substantial Completion:	July 1, 2020
		Ready for final payment:	July 15, 2020
			<i>days or dates</i>

RECOMMENDED:	APPROVED:	ACCEPTED:
Becher-Hoppe Associates, Inc.	Village of Weston	Pember Companies Inc
By: 	By: _____	By: _____
<i>Engineer (Authorized Signature)</i>	<i>Owner (Authorized Signature)</i>	<i>Contractor (Authorized Signature)</i>
Date: June 4, 2020	Date: _____	Date: _____



N4449 - 469th Street
Menomonie, Wisconsin 54751
Phone: 715-235-0316 Fax: 715-235-9006
Grading * Utility Installation
Curb and Gutter * Sidewalk

CHANGE ORDER NO. 1

Date: 5/29/2020
Project Name: Weston - Harlyn Ave. Lift Station
Job #: 19-445
Project Manager: Nicole Bowman
Contact Phone: _____
Contact Email: _____
Change Requested By: Village of Weston

DESCRIPTION OF CHANGE ORDER:

Add approximately 2' x 24' concrete sidewalk behind the new curb on each side of the new equipment
Need WPS to remove old pole before work can be completed

CHANGE IN CONTRACT AMOUNT: \$ 775 Increase
CHANGE IN CONTRACT TIME: Add 30 days to accomdate WPS pole removal

APPROVED:

Signature *Title/Company* *Date*



N4449 - 469th Street
Menomonie, Wisconsin 54751
Phone: 715-235-0316 Fax: 715-235-9006
Grading * Utility Installation
Curb and Gutter * Sidewalk

May 29, 2020

Becher-Hoppe Associates, Inc.
Matt Patterson, PE
330 N. 4th Street
Wausau, WI 54403

RE: Harlyn Avenue Lift Station – Village of Weston, WI

Please accept this letter as Pember Companies, Inc. request for a time extension to complete the work for the project know as Harlyn Avenue Lift Station for the Village of Weston, WI.

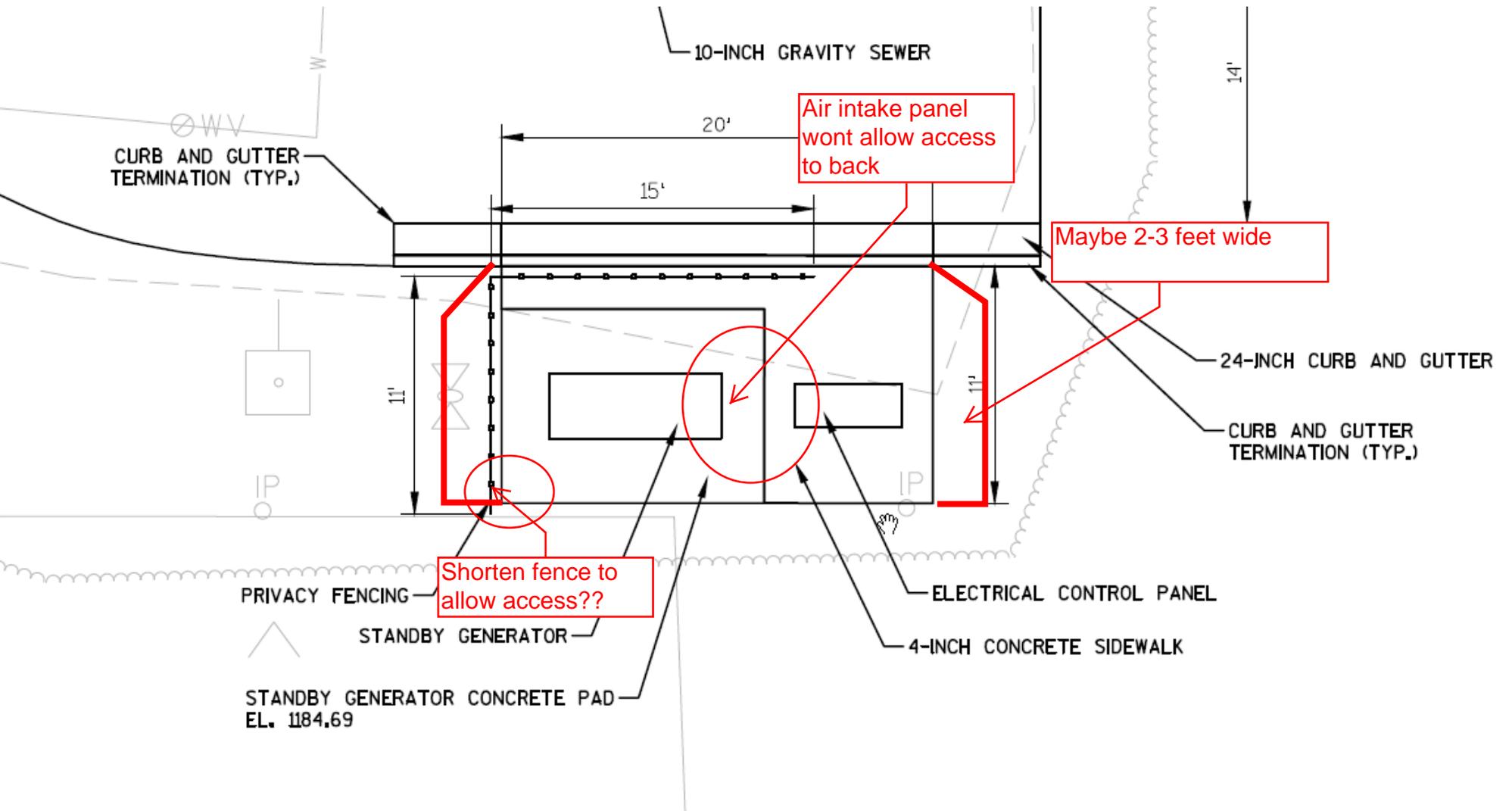
We are requesting this extension for the additional change order work for the sidewalk behind the new curb on each side of the new equipment pads. In order for the sidewalk to be poured we need WPS to remove the old power pole. It is unclear to when WPS will perform this work so we are requesting a 30 day extension. Once the pole is removed we will pour the additional sidewalk and complete the asphalt pavement and touch up final restoration.

We look forward to hearing from you.

Sincerely,

Nicole Bowman
Project Manager

Thursday, May 14, 2020 10:08:32 AM - Harlyn LS Final Plan Set.pdf - Adobe Acrobat



PD

REQUEST FOR CONSIDERATION

Public Mtg/Date:	Public Works Committee – 9/9/2019
Description:	Recommendation to award Margaret Street Utility Project Construction Contract
From:	Michael Wodalski, Director of Public Works Josh Swenson, Utility Superintendent
Question:	Should the Public Works Committee Recommend awarding the Margaret Street Utility construction contract to Switlick & Sons, Inc. for a Bid Amount of \$309,860.00?

Background

The Village of Rothschild is reconstructing Margaret Street from Military Rd to Shorey Ave including a short section of Military Rd west of Margaret St. The Village of Weston owns and maintains the water and sanitary sewer infrastructure within the project area. The Village of Rothschild opened bids for the project on August 20, 2019 and the overall low bidder on the project was Switlick & Sons, Inc. with a total bid price of \$2,030,348.00. Of that amount, \$309,860.00 is the water and sewer utility costs for the project.

The overall CIP estimate for the project was \$441,258, the total costs after bids and with design and construction services the revised estimated total is \$370,560 which is \$70,698 under budget.

Attached Docs:	Recommendation Letter from MSA and Bid Tab
Committee Action:	Previously approved design contract with MSA.
Fiscal Impact:	Original CIP cost was estimated at \$441,258 for total project costs, revised estimate is \$370,560 after bid and with professional services contracts on hand.
Recommendation:	Staff recommendation is to award the project to Switlick & Sons, Inc. for a bid amount of \$309,860.

Recommended Language for Official Action

I Move to Recommend to the Village Board awarding the Margaret Street Utility Project Construction Contract to Switlick & Sons, Inc. for a bid price of \$309,860.

Or, Something else

Additional action:

Change Order

No. 2

Date of Issuance: May 29, 2020 Effective Date: May 29, 2020

Project: Project C: Margaret Street Utility Relocations	Owner: Village of Weston	Owner's Contract No.:
Contract: Village of Weston – Project C: Margaret Street Utility Relocations		Date of Contract: September 9, 2019
Contractor: Switlick & Sons, Inc.		Engineer's Project No.: 07816036

The Contract Documents are modified as follows upon execution of this Change Order:

Description:

8" watermain tie in and 10" watermain quantity discrepancy correction.

Attachments (list documents supporting change):

Item list.

CHANGE IN CONTRACT PRICE:

CHANGE IN CONTRACT TIMES:

Original Contract Price: \$309,860.00	Original Contract Times: <input type="checkbox"/> Working days <input checked="" type="checkbox"/> Calendar days Substantial completion (days or date): <u>July 1, 2020</u> Ready for final payment (days or date): <u>August 1, 2020</u>
[Increase] from previously approved Change Orders No. <u>1</u> to No. <u>1</u> \$64,612.00	[Increase] [Decrease] from previously approved Change Orders No. <u> </u> to No. <u> </u> <u>N/A</u> Substantial completion (days): <u> </u> Ready for final payment (days): <u> </u>
Contract Price prior to this Change Order: \$374,472.00	Contract Times prior to this Change Order: Substantial completion (days or date): <u>July 1, 2020</u> Ready for final payment (days or date): <u>August 1, 2020</u>
Increase of this Change Order: \$39,160.00	[Increase] of this Change Order: Substantial completion (days or date): <u>N/A</u> Ready for final payment (days or date): <u>N/A</u>
Contract Price incorporating this Change Order: \$413,632.00	Contract Times with all approved Change Orders: Substantial completion (days or date): <u>July 1, 2020</u> Ready for final payment (days or date): <u>August 1, 2020</u>

RECOMMENDED:
By: [Signature]
Engineer (Authorized Signature)
Date: 05/29/2020
Approved by Funding Agency (if applicable):

ACCEPTED:
By: _____
Owner (Authorized Signature)
Date: _____

ACCEPTED:
By: [Signature]
Contractor (Authorized Signature)
Date: 5/29/2020
Date: _____

Weston - Project C - Change Order 2

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNITS	UNIT PRICE	TOTAL PRICE
Watermain and Street Construction					
1	8 - Inch Ductile Iron Pipe	70	LF	\$ 63.00	\$ 4,410.00
2	10 - Inch Ductile Iron Pipe (Corrects Bid Form Quantity Discrepancy)	450	LF	\$ 67.00	\$ 30,150.00
3	8-Inch Gate Valve & Box	1	EA	\$ 2,100.00	\$ 2,100.00
4	8-Inch 45 Degree Bend	3	EA	\$ 600.00	\$ 1,800.00
5	10-Inch X 8-Inch Tee	1	EA	\$ 700.00	\$ 700.00
TOTAL CHANGE ORDER					\$ 39,160.00

REQUEST FOR CONSIDERATION

Public Mtg/Date:	Village Board – 6/15/2020
Description:	Kort St Easement Termination
From:	Michael Wodalski, Director of Public Works
Question:	Should the Village Board Approve terminating an existing easement through the former Volkman St ROW between Kort St and Business 51?

Background

In 2006, the Village of Weston vacated the Right-of-Way of Volkman St between Kort Street and Business 51 and an easement was retained at that time for future utility needs. Then in 2018 the Village of Weston detached a 0.10 acre parcel to the east of the vacated Right-of-Way between Kort St and Business 51 to the Village of Rothschild.

The Village of Weston was approached by a potential developer of the site to see if it would be possible to terminate the easement. Staff looked into the easement location and has determined that there is not a need to keep the easement moving forward as there are not any water or sewer lines that currently serve Weston Utilities through that area.

Attached is the formal easement termination and draft exhibit showing location.

Attached Docs: - Easement Termination and Draft Exhibit Map

Committee Action: - N/A

Fiscal Impact: - N/A

Recommendation: Staff recommends approving the Easement Termination

Recommended Language for Official Action

I move to approve Terminating the Easement through the former Volkman St Right-Of-Way between Kort St and Business 51.

Or, Something else

Additional action:

EASEMENT TERMINATION

Record and Return To:

Eric R. Johnson
Buzza Dreier & Johnson LLC
2925 Post Road
Stevens Point, WI 54481

THIS EASEMENT TERMINATION (*Agreement*) is entered by and between **Kort, LLC**, 3062 Village Park Drive, PO Box 215, Plover, WI 54467 (*Owner*) and the **Village of Weston**, 5500 Schofield Avenue, Weston, WI 54476, a Wisconsin municipal organization (*Village*).

BACKGROUND STATEMENTS

A. Owner is the fee holder of certain real property in the Village of Rothschild, Marathon County, Wisconsin, as more particularly described on the attached and incorporated **Exhibit A** (*Property*).

B. The Property includes a portion of the former Volkman Street, which was discontinued and vacated by the Village in or around 2006 and reverted to Owner.

C. The Village holds the following easement rights over the Property (collectively "Easements"):

- a. Easement granted in the Order for Discontinuance Portion of Volkman St Village of Weston, dated November 13, 2006 and recorded with the Marathon County Register of Deeds on December 5, 2006 as Document No. 1463864; and
- b. Easements, if any, of the public or any school districts, utility, municipality or person, as provided in Wis. Stat. § 66.1005(2) for the continued use and right of entrance, maintenance, construction and repair of underground structures, improvements or service in that portion of the Property that was formerly part of the vacated Volkman Street.

D. Owner plans on developing the Property and the Village has agreed to terminate its Easements as provided herein.

AGREEMENT

For good and valuable consideration, the receipt and sufficiency of which are acknowledged, the parties agree as follows:

1. Termination of Easements. The Village hereby terminates any and all easements rights in the Property, including but not limited to the Easements identified above.

2. Recording. Owner shall record this instrument with the Marathon County Register of Deeds.

3. Runs with Land. This Agreement runs with the land and is binding on the parties and their respective successors and assigns.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the dates indicated below.

[signature pages follow]

SIGNATURE:

KORT, LLC

By: _____
Roland Lokre, Managing Member

ACKNOWLEDGMENT:

STATE OF _____
COUNTY OF _____

This instrument was acknowledged before me on _____, 2020 by
Roland Lokre, managing member of Kort, LLC.

(Signature of Notary)

(Print Name of Notary)
Notary Public, State of _____
My Commission Expires: _____

SIGNATURE:

VILLAGE OF WESTON

By: _____
Wally Sparks, President

Attest: _____
Sherry Weinkauff, Clerk

ACKNOWLEDGMENT:

STATE OF WISCONSIN
COUNTY OF MARATHON

This instrument was acknowledged before me on _____, 2020 by
Wally Sparks, President, and Sherry Weinkauff, Clerk, of the Village of Weston.

(Signature of Notary)

(Print Name of Notary)
Notary Public, State of _____
My Commission Expires: _____

This document was drafted by:

Eric R. Johnson, Attorney
Stevens Point, Wisconsin

EXHIBIT A

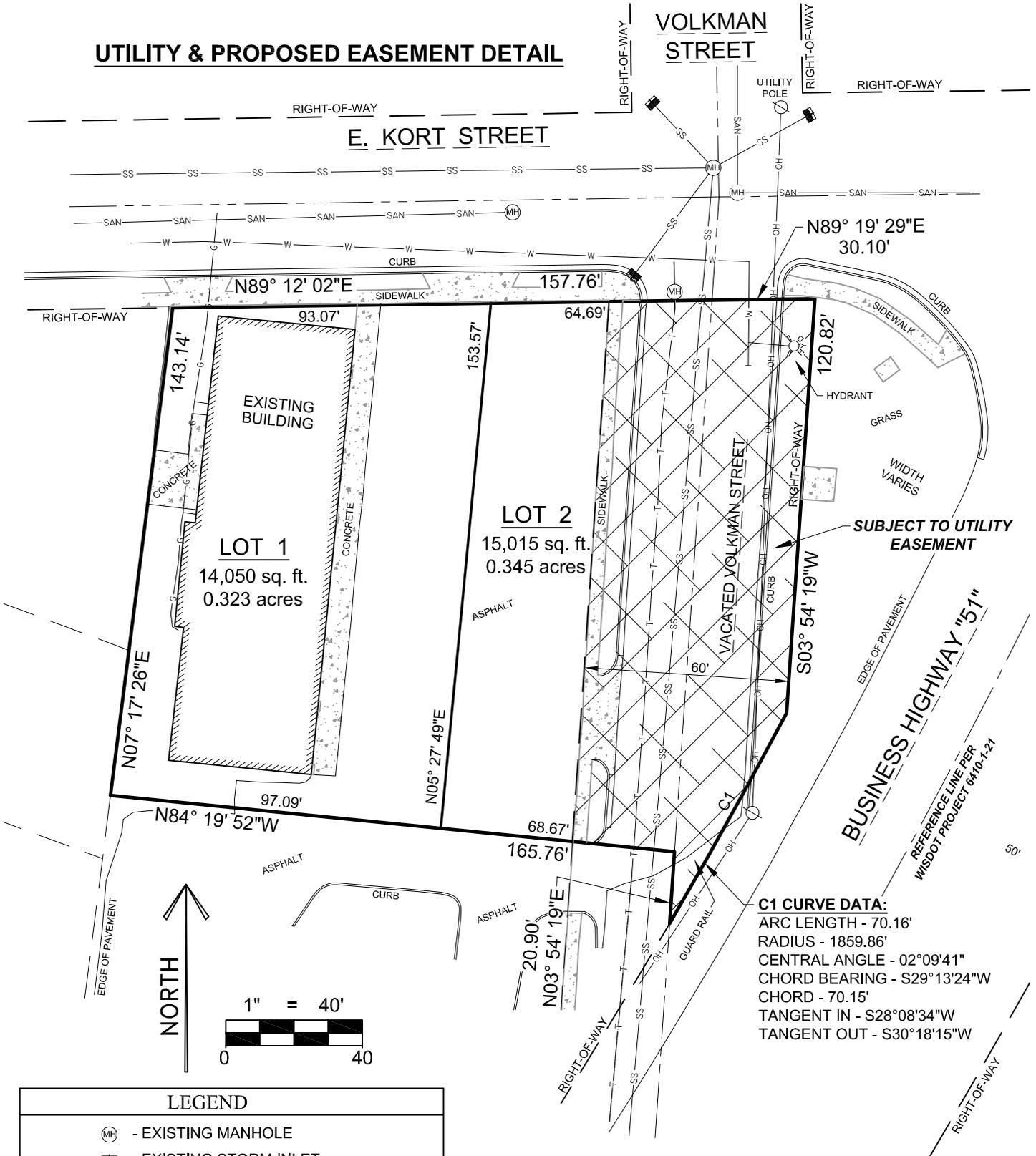
LEGAL DESCRIPTION OF THE PROPERTY

(attached)

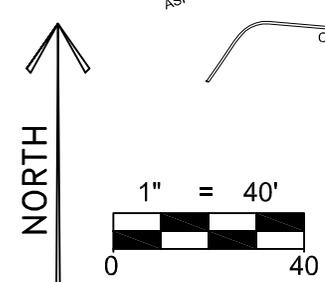
MARATHON CO. CERTIFIED SURVEY MAP NO. _____

Of Lots 13 and 14, part of Lot 15 of Block 1 of Berliks Park View Addition No. 2 and part of vacated Volkman Street located in the Northeast 1/4 of the Northeast 1/4 of Section 24, Township 28 North, Range 7 East and part of vacated Volkman Street located in the Northwest 1/4 of the Fractional Northwest 1/4 of Section 19, Township 28 North, Range 8 East, Village of Rothschild, Marathon County, Wisconsin.

UTILITY & PROPOSED EASEMENT DETAIL



C1 CURVE DATA:
 ARC LENGTH - 70.16'
 RADIUS - 1859.86'
 CENTRAL ANGLE - 02°09'41"
 CHORD BEARING - S29°13'24"W
 CHORD - 70.15'
 TANGENT IN - S28°08'34"W
 TANGENT OUT - S30°18'15"W



LEGEND	
	- EXISTING MANHOLE
	- EXISTING STORM INLET
	- EXISTING UTILITY POLE
	- EXISTING UNDERGROUND TELEPHONE
	- EXISTING SANITARY SEWER
	- EXISTING STORM SEWER
	- EXISTING GAS LINE
	- EXISTING OVERHEAD ELECTRIC
	- EXISTING WATER MAIN

SHEET 2 OF 4

<p>RIVERSIDE LAND SURVEYING LLC 5310 WILLOW STREET, WESTON, WI 54476 PH 715-241-7500 - FAX 715-355-6894 email - mail@riversidelandsurveying.com</p>	<p>DRAWN BY M.F.L.</p>	<p>DATE MARCH 5, 2020</p>
	<p>CHECKED BY K.J.W.</p>	<p>PROJECT NO. 3160</p>
	<p>PREPARED FOR: MARATHON TECHNICAL SERVICES</p>	

REQUEST FOR CONSIDERATION

Public Mtg/Date:	Village Board – 6/15/2020
Description:	Ryan St Utility River Crossing Engineering Design Contract
From:	Michael Wodalski, Director of Public Works Josh Swenson, Utility Superintendent
Question:	Should the Village Board award an Engineering Design Contract to Clark Dietz for the Ryan St Utility River Crossing Project in an amount of \$61,380?

Background

The proposals for the Ryan St Utility River Crossing were received on Wednesday, June 3rd. The proposals were sent out to 5 firms (AECOM, Becher Hoppe, Clark Dietz, Mi-Tech and MSA). Staff received proposals from 4 of the firms with Mi-Tech electing to not submit a proposal. Proposals were evaluated on:

- 1) Project Understanding and Approach (30%);
- 2) Firm Background and Experience (20%);
- 3) Staff Background and Experience (20%);
- 4) Cost (20%);
- 5) Reference Checks (10%)

All of the proposals were well written and covered the needs of the project. In rating the projects, all of the proposals were in the same range for scoring and it was not easy to select one that was far and away better than the others, which is to be expected.

The scoring of the proposals came out to be:

<u>Overall Rankings</u>	<u>Score</u>
AECOM	9.1
Becher Hoppe	9.0
Clark Dietz	9.2
MSA	9.2

Clark Dietz and MSA both being the same score, we then looked at price of the proposals. Clark Dietz had a cost of \$61,380 and MSA had a cost of \$65,600. Both of these proposals suggested the Village contract separately for wetland services and thus did not include those costs in their fees. AECOM and Becher Hoppe both included wetland services which seemed to be about \$15,000 in looking at the cost differences in the scope of work category between the other proposals. The AECOM proposal had a cost of \$96,473 and the Becher Hoppe proposal had a cost of \$116,900. Thus, if we added \$15,000 to either the Clark Dietz proposal or MSA proposal, the total cost is in the \$75,000 to \$80,000 range. Therefore, cost wise those proposals are still lower.

In looking at the project as a whole, the primary purpose is to extend utilities to the north side of the river to loop the watermain as well as provide opportunity to extend sanitary sewer service

REQUEST FOR CONSIDERATION

north of the river in the future. Clark Dietz was the firm that completed the sanitary sewer master plan recently which looked at the potential options of future sewer extensions. It makes sense to retain them as the design engineer on this project to maintain the continuity between the master plan and this projects design. Clark Dietz also has the required experience in designing river crossings utilizing drilling/boring techniques (as did all of the other firms).

With that being the case, staff is recommending awarding the design contract to Clark Dietz for their proposal amount of \$61,380.

Attached Docs: - RFP and Addendum #1

Committee Action: - Committee discussed but did not take action as staff review of proposals was not completed at the time of the last meeting.

Fiscal Impact: - The estimated CIP design amount was \$63,200 which this us under. However, staff acknowledges that extra services related to wetland delineation and geotechnical services is expected to be encountered.

Recommendation: Staff recommends awarding the design contract to Clark Dietz

Recommended Language for Official Action

I recommend awarding the Ryan St Utility River Crossing Engineering Design Contract to Clark Dietz in the amount of \$61,380.

Or, Something else

Additional action:



REQUEST FOR PROPOSALS
FOR
WATER AND SEWER MAIN DESIGN
RYAN ST RIVER CROSSING

Village of Weston, Wisconsin

May 14, 2020

INTRODUCTION

The Village of Weston desires assistance from a qualified consultant to prepare construction plans and bidding documents for a water and sanitary sewer extension project.

This request for proposals is for design services related to the installation of water and sanitary sewer mains as well as potential for reconstruction of residential streets. The primary purpose of the project is to create a second watermain crossing of the Eau Claire river to create redundancy and loop the Village's water supply. In tandem, an extension of the sanitary sewer is required to open up new service area for the utility north of the Eau Claire River. The project consists of extending sanitary sewer and watermain from Ryan Street north under the Eau Claire River to near Trotzer Lane and Apache Lane. Then extend utilities north on Apache Lane until meeting the existing utilities located at N Apache Lane and Estate Drive. The secondary purpose of this project is to look at conceptual layouts to further serve areas to the east of Kramer Lane with sanitary sewer.

SCOPE OF WORK

To provide prospective consultants some background on the proposed project, the following materials are attached: (*.pdf files):

- GIS map of the neighborhood showing approximate location of existing utility mains with material and pipe size.
- 2019 Sanitary Sewer Master Plan Update which includes additional information on extending sanitary sewer north of the Eau Claire River: <https://westonwi.gov/DocumentCenter/View/6458/Sanitary-Sewer-Master-Plan-Update-Final-103019-reduced>

In general, the consultant shall complete the design documents to reconstruct the roadway and install water and sanitary sewer mains within the primary project area. A secondary part of the water main and sanitary sewer system analysis will include an evaluation of extending utilities to current unsewered areas of the Village.

The specific tasks for the project are listed below. The end result of these tasks will be complete final construction plans and specifications for the river crossing and completing the loop of the utilities along Apache Lane. The consultant will also manage the bidding phase of the project.

1. Field, Topographic Survey, Base Map
 - a. Consultant shall contact Digger's Hotline for a list and location of utilities in the area and survey for as-built locations including the establishment of sufficient detail for possible conflicts and/or relocations. Field surveys will need to be completed to establish accurate drainage design, earth work quantities, construction boundaries, centerline roadway design, driveway improvements and utility reconstruction at a minimum.
 - b. A base map shall be developed based on the information obtained from the field survey. The consultant will be responsible for setting bench mark data and horizontal control points for future project use. The survey will include locating existing property irons along the entire project to determine property lines, locate existing section corner monuments and obtain property owner names and addresses. The right-of-way will be shown throughout the project area.

2. Project Management and Coordination
 - a. The Consultant shall ensure an efficient and coordinated project development process, the delivery of a high-quality product and development of the project components within budget and on schedule.
 - b. The consultant shall conduct one operational planning meeting to acquaint the Village, utilities and other potentially affected parties, based on the Village's concurrence with the concepts and probable impacts of the project. The Consultant shall prepare all exhibits and handouts to conduct the meeting. The Village will select the site for the meeting and assist with coordinating the time for the meeting. The Consultant shall prepare and send the notices to affected parties.
 - c. The Consultant shall participate in at least one Public Information Meeting with the residents in the project area. Consultant shall prepare all exhibits and handouts for this meeting.
 - d. The Village will be responsible for notifying residents and coordinating any meetings related to special assessments.
 - e. Consultant shall at a minimum conduct and attend one preliminary design meeting and one final design meeting with the Village of Weston.
 - f. The Consultant shall research and coordinate with other agencies such as, Wisconsin Public Service Corp., etc. to obtain necessary drawings or as-built plans. Coordinate all proposed project impacts with corresponding local utility companies. Consultant shall conduct one utility coordination meeting inviting all utilities and/or services such as refuse, postal service, etc. to the meeting. Utility review and feedback of the utility meeting and project plans will be used in the final design of the project. This would include the development of any special requirements in the specifications or specific details in the project plans to aid in the bidding process.
 - g. Describe the number of meetings and types of meetings that you recommend in your scope of work, if any, that are not included above.
3. Preliminary Design – Prepare preliminary construction plans consisting of the following:
 - a. Title Sheet
 - b. Typical Sections and General Notes
 - c. Plan and Profile Sheets
 - d. Water Main & Sanitary Sewer Plan
 - e. Drainage Plan
 - f. Cross Sections
 - g. Erosion Control Plan
 - h. Project Overview – Single Sheet Schematic Drawing showing project limits.

Geotechnical borings to establish sub grade conditions, ground water and pavement design parameters shall be conducted as deemed necessary upon Village approval and will be considered as extra services.

4. Permitting – Conduct coordination with the Wisconsin Department of Natural Resources (DNR) and other regulatory agencies as required.
 - a. Apply for applicable permits required by DNR for storm water discharge NR151/216 compliance including a storm water management plan.
 - b. Apply for applicable permits required by DNR for wetland impacts.

- c. Sanitary sewer coordination with DNR, Marathon County and Rib Mountain Metropolitan Sewerage District shall be conducted to apply for applicable approvals.
- d. Water main extension approval applications showing fire flow levels for improvements to the piping network shall be coordinated with DNR.

Further design requirements by these agencies or environmental approvals beyond state agencies, such as the Army Corp of Engineers, etc. shall be deemed Extra Services if mandated.

- 5. Final Design – Prepare final construction plans consisting of the following sheets:
 - a. Title Sheet
 - b. Project Overview – Single Sheet Schematic Drawing showing limits of the project
 - c. Typical Cross Section and General Notes Sheet
 - d. Details
 - e. Storm Sewer Plans (if needed)
 - f. Water Main & Sanitary Sewer Plans
 - g. Erosion Control Plan
 - h. Pavement Marking Plan
 - i. Plan and Profile sheets (1" = 20' scale)
 - j. Cross Sections
 - k. Easement Documents – It is anticipated there will need to be an easement with the DC Everest School District property west of Apache Ln.

- 6. Specifications, Quantities, Estimate, Bid documents – Prepare construction specifications and bidding documents utilizing standard specifications for the Village of Weston and applicable Standard Specifications for Sewer and Water Construction in Wisconsin and Wisconsin Department of Transportation Standard Specifications for Highway and Structure Construction, recent Editions. Quantities for applicable bid items shall be taken off of the final plan for bidding and inserted into the bid form. Schedules for storm sewer shall be generated and inserted into the project plans if applicable. Consultant shall prepare an opinion of probable construction costs. The opinion of probable construction costs shall utilize average bid prices from similar type and size projects in the area.

- 7. Bidding Services – The consultant shall
 - a. Prepare and submit advertisements for bids to the Wausau Daily Herald
 - b. Review prequalifications and make recommendations to the Village
 - c. Conduct the bid opening
 - d. Check contractors bidding calculations
 - e. Prepare bid tabulation of contractors' bids
 - f. Make a recommendation of award to the Village
 - g. Prepare contract documents and submit to contractor and the Village for execution

Construction Services will be determined at a future time and those services are not part of the scope of work for this proposal.

SCHEDULE FOR DELIVERABLES

Consultants are asked to propose the project schedule for a 2021 calendar year construction.

PROJECT PROPOSAL

The proposal should describe your firm's experience and capabilities to provide design and bidding services for the project. Your proposal should provide sufficient information to the Village to determine your firm's capabilities to provide the required deliverables. The proposal must include the following minimum information:

- 1) Firm name, address, telephone number and contact person.
- 2) A statement of interest and qualifications for this project.
- 3) A description of your project understanding and your firm's approach to the tasks identified. Include any concerns regarding permits, data, etc., required to provide the deliverables for this project. Any concerns your firm would have with the proposed schedule for deliverables should also be identified.
- 4) Discussion of your firm's specific abilities and expertise to provide the required professional services and qualifications related to the project requirements.
- 5) The proposed project manager and key personnel who would have a significant role on this project team, including detailed resumes. Clearly identify sub-consultants, if proposed, with similar information. If sub-consultants are proposed explain the intended working relationship and responsibilities of each firm.
- 6) Examples of specific knowledge, expertise, and project management experience related to this type of project.
- 7) Descriptions of not more than 3 related/similar projects completed by your firm for other owners. Reference information must include:
 - a) Name of owner
 - b) Project name
 - c) Brief Description of your firm's involvement
 - d) Contact Person
 - e) Address (including e-mail if applicable)
 - f) Telephone number
 - g) Your firm's key personnel involved with the referenced project.
- 8) Project Cost Breakdown
 - a) For each section identified in the Project Scope, list the estimated hours and estimated cost to complete each of those tasks.

PROPOSAL SUBMITTALS

1. Any restrictions on the use of data contained within a proposal must be clearly stated in the proposal itself. Non-disclosure cannot be guaranteed after the selection stage of this procurement due to public records law considerations.
2. Submit one (1) hardcopy of the proposal within a single sealed envelope or container. The **outside** lower left corner of the envelope should have the following notation: "**Proposal for Ryan St Utility River Crossing, Village of Weston.**"

3. Submit an electronic copy of the proposal to the individual specified in item 4 below.
4. Proposals shall be received at the Village of Weston Municipal Center by **4:00 p.m. Wednesday, June 3, 2020 and addressed to the attention of:**

Michael Wodalski, P.E.,
Director of Public Works
Village of Weston
5500 Schofield Avenue
Weston, WI 54476

Electronic copies shall be emailed to: mwodalski@westonwi.gov

Proposals received after the above stated day and time will **NOT** be accepted. Actual receipt by said time is required and deposit in the mail is insufficient.

5. Only written questions concerning the project will be accepted. Questions must be directed to the address above. Written answers to all questions will be provided to all firms solicited for the project, provided they are received no later than 5:00 P.M. on May 29, 2020. Questions received after May 29 will not be answered.

CONSULTANT SELECTION

Proposals will be reviewed and evaluated by a Consultant Selection Committee comprised of three representatives of the Village of Weston. Consultants will be ranked in order of preference based on their proposal and supplementary information gathered via telephone and/or e-mail. The Consultant Selection Committee will consider the following criteria in evaluation of the proposals

1. Consultant's understanding of and approach to this project (30%)
2. Related project experience/qualifications of the firm (20%)
3. Related project experience for the assigned personnel (20%)
4. Cost (20%)
5. Reference check (10%)

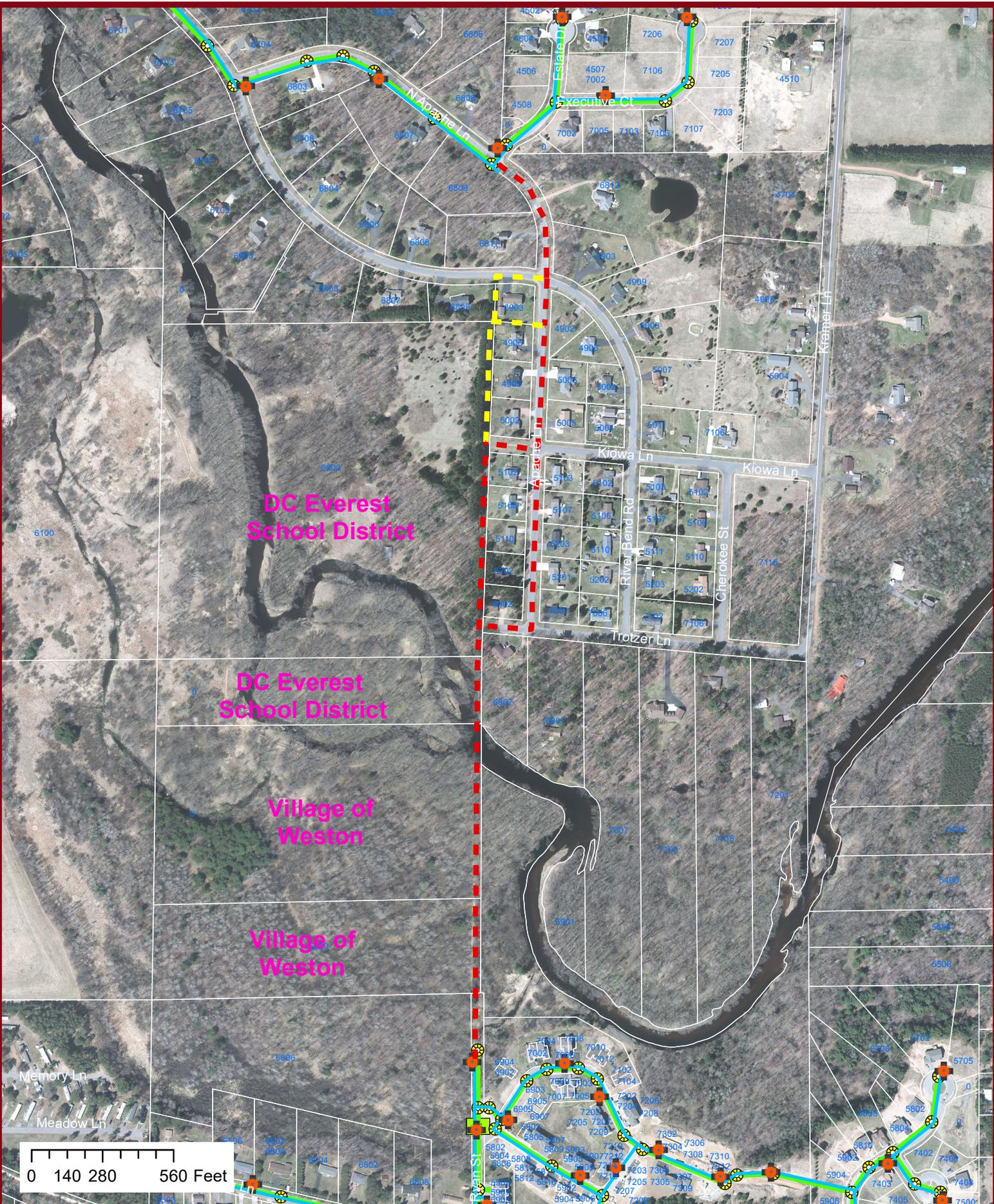
SELECTION PROCESS CALENDAR

The anticipated calendar for the selection process is as follows:

June 3, 2020 – proposals received.

June 8, 2020 – contract recommendation by Public Works and Utility Committee

June 15, 2020 – contract awarded by Village Board



Sewer & Water Utility River Crossing

prepared by the Village of Weston
Tech. Services Department Date: May 20, 2014

Legend

- - - Primary Pipe Location
- - - Secondary Pipe Location
- Water Mains
- Sewer Gravity Main
- + Water Hydrants
- Sewer Manholes



ADDENDUM #1



REQUEST FOR PROPOSALS
FOR
WATER AND SEWER MAIN DESIGN
RYAN ST RIVER CROSSING

Village of Weston, Wisconsin

May 29, 2020

BACKGROUND

The following questions have been submitted to date.

QUESTIONS

1. *Are hard copy proposals still going to be required?*

Response: The requirement for a hand delivered proposal will be waived, only electronic submittal is necessary.

2. *The secondary purpose of this project is to provide an evaluation and conceptual layouts for utilities to serve currently undeveloped areas east of Kramer Lane.*

- a. *Are conceptual layouts for both sanitary sewer and water main required?*

Response: This part of the RFP can be ignored. The purpose was to verify the depth on Apache Ln is able to serve the areas to the east. The Village will provide consultants with the necessary depth requirements and therefore an evaluation is not necessary.

- b. *The Sanitary Sewer Master Plan Update discusses Expansion Area 3 – Town of Weston which is the area east of Kramer Lane in the Master Plan Update. This expansion area encompasses 2,500 acres and assumes a future 4,000 single family homes producing 400,000 gpd of wastewater. When the RFP states the area east of Kramer Lane, does that mean the entire 2,500 acres in the Town of Weston? If not, please define the area east of Kramer Lane that you want addressed.*

Response: As noted above, this was an error in the wording of the RFP, it should be east to Kramer Ln, not east of. The layout should reflect the recommendations by Clark Dietz in the Village's updated Sanitary Sewer plan to ensure future service east of Kramer Ln is available. This is primarily to ensure the correct depth of the sewer main is being designed along Apache Lane.

- c. *Is the Village willing to make a copy of the recent water system master plan and modeling available to consultants proposing on this project?*

Response: The water system master plan is currently still a work in progress. The selected consultant will be furnished the plan when it is completed, but all the consultant should need at this time is the diameter of the watermain to be extended which is currently 12 inches at the northern end of Ryan St.

- d. *The "analysis" of the future service areas is not mentioned in the scope of work section and appears to be outside the scope of this design project. Is this part of the project or not?*

Response: The "analysis" the Village is seeking is verification the sewer depth being recommended for Apache Ln is adequate to serve areas to the east of Apache Ln. The Village will provide necessary information for invert depths at Gusman and Kramer Ln. This was poorly written in the original RFP.

3. *Will Trotzer and Apache Ln be reconstructed? Is the cost to reconstruct included in the 2019 CIP cost estimate for this project shown? What street reconstruction standard will be used? What is the desired reconstructed typical section for this neighborhood based on the Village budget for this project?*

Response: Trotzer and Apache Lane are expected to be reconstructed due to the depth of the sanitary sewer needed to be installed. The cost to reconstruct these streets is figured into the Village's estimate of \$468,475 as a 2021 construction year cost.

The typical section to be used will likely be a rural section with ditches. The Village's preference is to utilize a concrete shoulder instead of a gravel shoulder in residential areas. For drainage, infiltration trenches with perforated storm sewer is likely the best option in this area with an inlet between driveways.

4. *Do the people along Apache Lane want to be connected to water and sewer? Is the Village planning to special assess the property owners that will be served by the new utilities?*

Response: Residents along this stretch have periodically asked about sewer and water as their wells have needed rehabilitation or their septic systems have failed and needed to be replaced. The problem is the wells and septic systems don't all fail at the same time. The main purpose is to loop the water main to make a second crossing of the Eau Claire River and provide redundancy to the Village's water system in case something would ever happen to the one pipe that is currently crossing the river at Ross Ave.

The Village is planning to assess property owners, though the specific conditions are still to be defined. The Village is currently leaning toward a deferred assessment until customers connect to the new utilities with a maximum deferment period before connection is required. The Village will handle the special assessment process internally.

5. *Is there existing soils information and or any wetland/floodplain information available for this area?*

Response: A full geological survey in the area has not been conducted. Per the RFP, Geotechnical borings shall be conducted as deemed necessary and will be considered as extra services. However, as part of a study in 1998/99, soil borings were taken at several locations along the proposed route. The link to those borings and data can be found here:

<https://westonwi.gov/DocumentCenter/View/7456/Rock-Boring-Results-Reduced>

Please note specifically SB2, SB3 and SB4 are the relevant borings as SB2 is at the far north end of Ryan St, SB3 is at the intersection of Trotzer Ln and Apache Ln and SB4 is at the intersection of River Bend Rd and Apache Ln.

6. *Will the Village or the Consultant be completing the Zoning Permit for the utilities project which will be passing through the Eau Claire River's General Floodplain District (GFP), Floodfringe District (FF) and Floodway District (FW)?*

Response: The consultant would be responsible for all required permits on the project.

7. *Are record drawings available for the subdivision and/or the Ryan Street lift station. Is elevation data available for existing utilities, specifically sanitary.*

Response: The as-builts for the area can be found at the following link: <https://westonwi.gov/DocumentCenter/View/7455/River-Crossing-As-Builts-Ryan-and-Apache-Ln-Area>

8. *Does the Village want the consultant to evaluate upgrading the Ryan Street Lift Station as part of the scope of work?*

Response: The Ryan Street Lift Station is not included in this scope of work.

9. *Primary Pipe and Secondary Pipe are shown on the map; are both layouts part of the design project or is there supposed to be an alternative cost-benefit analysis to evaluate the Village's preference prior to design? If analysis is required, will both routes shown on the map need to be surveyed?*

Response: When the RFP went out there was initial thought that perhaps a backyard pipe along Apache would make sense to minimize plumbing costs for residents connecting to the sewer system. However, upon further review, the Village does not prefer this option as it limits the customers who could potentially connect and would inevitably lead to more infrastructure needing to be put in the ground to serve both sides of Apache Ln. Thus, the route to focus on would be under pavement going east on Trotzer Ln to Apache Ln and then on Apache Ln north to Estate Drive.

10. *Does the Village have a preferred coordinate system (Horizontal and Vertical Datum) for survey and design?*

Response: The Village would require the vertical datum to match existing as-built elevations. Past survey's have utilized the Wisconsin County Coordinate System – Marathon County, NAD83 (2011 Adjustment) and NAVD88 – WI Geoid 12A Vertical Datum.

11. *Would the Village consider exploring funding opportunities for this project such as Safe Drinking Water and Clean Water Fund programs?*

Response: The Village would be open to other funding opportunities, but is not requiring it. Any work to do this should be listed separately in the proposal.

END OF ADDENDUM #1