

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

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**Monday, June 20, 2016, at 6:00 p.m.**

**A. Opening of Session.**

1. Meeting called to order by President Ermeling at 6:03 p.m.
2. Pledge of Allegiance to the Flag.
3. Clerk will take attendance and roll call.  
Roll call indicated 7 Board of Trustees' members present.

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

Village Staff in attendance: Guild, Jacobs, Higgins, Donner, Weinkauf, Wodalski, Crowe, Osterbrink, Tatro, Mroczenski and Yonker. Everest Metro Chief Sparks and SAFER Fire Chief Savage were also in attendance. There were 10 other audience members present.

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

5. **Acknowledgement of Visitors**  
No comments.

**B. Correspondence and comments from the public.**

Amy Bliss, from the Wisconsin Housing Alliance, said some of the violations against these manufactured home communities are against a home that somebody owns. This is their asset and the municipality has not taken the time to notify the homeowner that they are in violation of the Village's code. The Village should have the homeowner's information on file to notify them. She said the Village should have the courtesy to at least notify them of any violation. At a prior meeting the Building Inspector said all the homes need to be brought up to the Uniform Dwelling Code. She said this is not correct and that these homes are built to a HUD standard. She said if the Village continues down this path to discontinue the license for these parks, the people who own their homes are going to lose their asset. She said they need to be evicted. If they choose not to leave just because Weston says the license is revoked they still may need to be evicted. She is unsure if a judge would really evict someone for an ugly shed. An ugly shed is not a health, safety or welfare issue. It was mentioned at a prior meeting that a hole in the skirting is a health hazard. She does not feel this is a health hazard. She would like to Board to only consider health, safety and welfare issues when making the determination to not renew any of the mobile home park licenses. With the violation notices only going to the Park Operator and not the homeowner, she believes the Village does not have the legal authority to enter that property and make adjustments to a home that someone else owns.

An audience member stating his name was Brian Scheffler, with RV Horizons, representing Colonial Gardens Mobile Home Park said they were being responsive to Weston's inspection document and said the park was currently at 84% compliance.

**C. Presentations**

Guild and Ermeling recognized both Michael Stenstrom and Don Skare for their service to the Village and presented them each with a service plaque.

**D. Consent Business Items**

6. Approve Ordinance No. 16-031 to rezone land from AR Agricultural Residential to RR-2 Rural Residential –2 acre, on 2.98 acres of land located in the SE ¼ of the NE ¼ of Section 27.
7. Approve Resolution No. 2016-009 to adopt road right-of-way dedication for Weston Avenue, Crane Meadows Golf Driving Range.
8. Approve Resolution No. 2016-010 to adopt Weston Avenue road-right-of-way dedication on the Cliff Mashuda property.
9. Approve Resolution No. 2016-011 to adopt Ryan Street and Weston Avenue road-right-of-way dedication, 7403 Ryan Street.
10. Approve Resolution No. 2016-012 to accept the 2015 Compliance Maintenance Annual Report for the Sewer Utility.
11. Approve the installation of two permanent park benches at Kennedy Park.
12. Approve Traffic Calming Policy.
13. Approve 2015 budget adjustments.
14. Approve the 2016/2017 Adult Oriented Establishment license for Secrets II.
15. Approve the Amusement License Holders for the 2016/2017 term.
16. Approve the Cabaret/Entertainment License Holders for the 2016/2017 term.
17. Approve the Cigarette License Holders for the 2016/2017 term.
18. Approve the Class A Beer and Liquor licenses, Class B Beer and liquor licenses, Class B Beer licenses, Reserve liquor licenses and Officers for the licensed establishments for the 2016/2017 term.
19. Approve the 2016/2017 Commercial Animal Establishment license for Ace Hardware.
20. Approve the 2016/2017 Hotel/Motel Establishment permits.
21. Approve the Mobile Food Vendor Licenses.
22. Approve Operator Licenses Renewals.
23. Approve Pawn Broker and Secondhand Article Dealer’s Licenses for the 2016/2017 term.
24. Approve Playful Paws Kennel license for the 216/2017 term.
25. Approve Salvage licenses for the 2016/2017 term.
26. Approve Secondhand Jewelry Dealer’s license for the 2016/2017 term.
27. Approve Weights and Measures license for the 2016/2017 term.
28. Approve payment of expenditures – Voucher #43600 – 43640.

Both Wodalski and White explained the proposed traffic calming policy. *Motion by White, second by Ziegler to approve Consent Items D6 to D28, contingent on Secrets II, Brews Brothers Pub, The Speakeasy, The Jim, Wausau Gun & Loan, Playful Paws and Arrow Sports Club paying their personal property tax, receiving a release from Lee Beverage for The Speakeasy, and receiving an approved background check for the Boy Scouts, Troop 451.*

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

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

**29. Items Removed from Consent (if any).**

There were no items removed from Consent.

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

**30. Community Life, and Public Safety (per Schuster/Hodell).**

**31. Community Development Authority (per White/Guild).**

**32. Finance (Per Berger/Jacobs).**

**33. Parks and Recreation (per Ostrowski/Osterbrink).**

**34. Personnel (Per Porlier/Weinkauf).**

**35. Plan Commission (Per White/Higgins).**

**36. Property & Infrastructure (Per Ziegler/Donner).**

**37. Zoning Board of Appeals (Per Higgins).**

**38. SAFER Fire Commission.**

**39. SAFER Board of Directors.**

*Motion by White, second by Schuster to approve Items E31 to E35.*

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

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

White said the number of members present at the Park and Recreation Committee meeting need to be corrected, and the vote tallies were missing. *Motion by White, second by Porlier to request staff make the corrections and bring back for acknowledgment (Item E33).*

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

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

**F. Reports from Departments**

**40. Clerk.**

Weinkauf said staff has been really busy with licensing. She also said election ballots will be ready for pick up this week.

**41. Fire & EMS.**

Savage gave an update on training for some of the department members. He reported one of his firefighters fell off a ladder. They continue to see increased run volume. Rescue 21 is being worked on. The next SAFER Board of Directors meeting is June 28<sup>th</sup>.

**42. Finance.**

Jacobs reported that staff is almost complete with the audit work.

**43. Parks & Recreation.**

Osterbrink reported that attendance has increased at the Aquatic Center. The Ermeling family recently had an outing at Yellow Banks Park and wanted staff to know that neither the parking lot or the bathrooms are handicap accessible. She asked staff to revisit this issue.

**44. Planning & Development.**

Higgins said she recently attended another County addressing meeting and they are working on an implementation plan.

**45. Police.**

Sparks gave an update on the drug related issues the department is dealing with.

**46. Public Works & Utilities.**

Donner said he is working on newsletter articles and preparing an RFP for a sewer condition assessment. He also reported the crew has completed the cleanup from the storm damage.

**47. Technology Services.**

Crowe asked if there were any questions. There were none.

**48. Village Relations.**

Hodell said she continues to work on several lawn complaints. The Farmers Market has reached 23 vendors. Entertainment is scheduled for this coming Saturday.

**49. Department Directors may be dismissed following reports.**

**G. Regular New Business**

**50. Approve license for Alpine Mobile Home Park (July 1, 2016 to July 18, 2016).**

*Motion by Schuster, second by Porlier to approve the license for Alpine Mobile Home Park (July 1, 2016 to July 18, 2016), noting the Alpine Mobile Home Complaint filed with the Clerk was received on June 16, 2016 and not July 16, 2016.*

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

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

**51. Approve Class B Beer License for Crafties, LLC, 4103 Schofield Avenue.**

*Motion by White, second by Ziegler to approve a Class B Beer License for Crafties, LLC, 4103 Schofield Avenue, contingent on the Plan Commission's recommendation from April 11th, and contingent on verification of their Wisconsin Sales Tax Permit.* Q/Weinkauf said the license would not be issued until the sales tax permit number is received. Berger asked how many available licenses there were. Weinkauf explained there were no limitations on the Class B Beer licenses or Class A licenses. Schuster asked if gaming machines could be put in once this is approved. Sparks explained that it is legal to have 5 machines in a Class B establishment. Berger is concerned with seeing similar requests by convenient stores in the future. Ermeling said under the Class A license they can do both wine and beer tasting. She also said she is concerned with the location for a bar and said there is already a lot of congestion and confusion on that corner. She feels the Village already has enough bars. Once the license is issued there is no longer a restriction on the gaming machines. This is not in the best interest of the Village. White said there needs to be a good reason to deny. Ermeling said again this is not in the best interest of the Village.

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

<b>Trustee</b>	<b>Voting</b>
<b>Ermeling, Barb</b>	<b>NO</b>
<b>Berger, Scott</b>	<b>NO</b>
<b>Ostrowski, Kevin</b>	<b>NO</b>
<b>Schuster, Fred</b>	<b>NO</b>
<b>Ziegler, Jon</b>	<b>YES</b>
<b>White, Loren</b>	<b>YES</b>
<b>Mark Porlier</b>	<b>NO</b>

**52. Recommendation from Community Development Authority to approve Southeast Quadrant / South Neighborhood Development Concept in Camp Phillips Corridor Plan, including plan presentation by Administrator Guild**

Guild gave an update on the planning process for the SE Quadrant/South Neighborhood Development concept for the Camp Phillips Corridor. The Board of Trustees will be emailed the proposed plan document to review.

**H. Report from the Administrator.**

**53. Discuss results from Soul of the Community Survey.**

Guild reviewed the results from the survey.

**I. Convene into closed session under Wisconsin State Statutes 19.85 (1) (e) to conduct other specified public business, whenever competitive or bargaining reasons require a closed session, and also under Wisconsin State Statutes 19.85 (1) (c) for the purpose of considering the employment, compensation, or performance evaluation data of any employee over which the governmental body has jurisdiction or exercises responsibility:**

*Motion by Schuster, second by Ziegler to convene to closed session at 7:30 p.m.*

**Roll call vote:**

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

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

**54. Discuss negotiations regarding a land swap with Gary Guerndt/PGA Plumbing in Business Park South.**

No action taken in closed session on this item.

**55. Discuss negotiations and strategy concerning acquisition of Fletcher property.**

No action taken in closed session on this item.

**56. Discuss personnel evaluations, performance reviews, and pay raises for all Village employees, in addition to reviewing the Village's pay matrix and classification and compensation policies.**

No action taken in closed session on this item.

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

*Motion by Schuster, second by Porlier to reconvene from closed session at 8:25 p.m.*

**Roll call vote:**

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

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

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

No comments.

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

No comments.

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

Ermeling requested an Executive Closed Session for the Administrator's review get placed on the next meeting agenda.

**M. Set next regular meeting date for Monday, July 18, 2016**

**N. Adjourn.**

*Motion by Schuster, second by Ziegler to adjourn the meeting at 8:27 p.m.*

**Roll call vote:**

**Yes Vote: 7**

**No Votes: 0**

**Abstain: 0**

**Not Voting: 0**

**Result: PASS**

**Trustee**

**Voting**

**Ermeling, Barb**

**YES**

**Berger, Scott**

**YES**

**Ostrowski, Kevin**

**YES**

**Schuster, Fred**

**YES**

**Ziegler, Jon**

**YES**

**White, Loren**

**YES**

**Mark Porlier**

**YES**

**Sherry Weinkauff, Clerk**

