

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

January 15, 2018, at 4:30 p.m.

AGENDA ITEMS

- 1. Meeting called to order by Vice-Chair Loren White.**
White called the meeting to order at 6:00 p.m.
- 2. Pledge of Allegiance to the Flag of the United States.**
- 3. Welcome, introductions and acknowledgement of guests.**
- 4. Roll Call by Recording Clerk.**

Roll call indicated 5 Board of Trustee members present.

Trustee	Present
Ermeling, Barb	NO
Berger, Scott	YES
Ostrowski, Kevin	YES
Zeyghami, Hooshang	YES
Ziegler, Jon	NO
White, Loren	YES
Porlier, Mark	YES

- 5. Minutes from the previous meeting (Dec. 18, 2017).**

Motion by Ostrowski, second by Berger to approve the minutes.

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

Trustee	Voting
Ermeling, Barb	-
Berger, Scott	YES
Ostrowski, Kevin	YES
Zeyghami, Hooshang	YES
Ziegler, Jon	-
White, Loren	YES
Porlier, Mark	YES

- 6. Public Comments.**
 - a. Mark Maloney – Discussion on Village communications regarding local candidates and elections.**

Mark Maloney was absent. There was no discussion under this item.

CONVENE INTO COMMITTEE-OF-THE-WHOLE.

The Trustees convened into Committee of the Whole at 4:33 p.m.

7. **WORK PRODUCTS**
 - a. No comments.
8. **EDUCATIONAL PRESENTATIONS**
 - a. No comments.
9. **DISCUSS REPORTS FROM BOARDS, COMMITTEES & COMMISSIONS:**
 - a. **Community Development Authority.**
 - b. **Community Life & Public Safety.**
 - c. **Everest Metro Public Safety.**
 - d. **Finance.**
 - e. **Human Resources**
 - f. **Parks, & Recreation.**
 - g. **Plan Commission.**
 - h. **Public Works.**
 - i. **SAFER**
 - j. **Tourism**
 - No comments.
10. **DISCUSS REPORT FROM PARTNERS/CONTRACTORS, INCLUDING:**
 - a. **Savage, Matt (SAFER Fire/EMS District)**
 - b. **Sparks, Wally (Everest Metro Police)**
 - c. **Yde, Matt (Legal Counsel)**
 - Sparks asked why the Everest Metro Police Report is now listed under partners/contractors. He said the Police Department should not be considered a contractor, they are the Village's police department. Guild said the police department is considered a partner and Matt Yde is considered a contractor.
11. **DISCUSS REPORTS FROM STAFF, INCLUDING:**
 - a. **Crowe, Nathan (Technology)**
 - b. **Donner, Keith (Public Works)**
 - c. **Higgins, Jen (Planning & Development)**
 - d. **Osterbrink, Shawn (Parks & Recreation)**
 - e. **Parker, Valerie (Refuse/Recycling)**
 - f. **Tatro, Scott (Inspections)**
 - g. **Trautman, Jessica (Finance)**
 - h. **Weinkauff, Sherry (Clerks/Communications)**
 - i. **Wodalski, Michael (Public Works)**
 - No comments.
12. **DISCUSS CONSENT AGENDA ITEMS** – Trustees will have an opportunity to ask questions and discuss items listed under the consent agenda scheduled for action by the Board of Trustees during their regular business meeting at 6:00 p.m.
 - a. **Operator Licenses.**
 - b. **Voucher #'s 47119-47307 and 47309-47311.**
 - White referred to two vouchers that were \$140,000. It was indicated these were for radio transmitters.
13. **GENERAL DISCUSSION**

- a. **Resolution No. 2018-001 accepting a grant from the WI DOT 2017-2022 STP-Urban Program for a project located on Birch Street from Jelinek Avenue to Community Center Drive.**

Zeyghami asked about bidding. It was indicated the Village would send out bids, but the DOT would still have to approve this. Berger asked about the start date. Donner said the funds need to be used by 2022 and parts of the project will begin this year. Zeyghami had some concern with the project costs. Wodalski said there were contingencies included in the project. There was a short discussion on design.

- b. **Resolution No. 2018-002 setting forth the fee schedule for S.A.F.E.R. Fire Department Emergency Medical Services Fees.**

White asked if there were questions on this item. There were no questions.

- c. **Resolution No. 2018-003 approving the release of a portion of the access restrictions along E. Everest Avenue/Barbican Avenue to be removed from the Recorded Plat of Barbican Center, Certified Survey Map Number 14631 and Certified Survey Map Number 15690.**

Zeyghami asked if the DOT responded on this item. Higgins said the DOT has nothing to do with the release of a portion of the access restrictions along E. Everest/Barbican Ave. Donner said the DOT never put the access restriction on the streets.

- d. **Ordinance No. 18-001 amending several sections of the Village of Weston Municipal Code related to renaming several Standing Committees.**

White asked if there were questions on this item. There were no questions.

- e. **Proclamation #P-18-001 Commemorating the Village of Weston School Choice Week.**

Berger asked why Proclamation #P-18-001 was placed on the agenda. It was indicated that President Ermeling received a request to bring this item before the Board.

14. ADMINISTRATOR REPORT ON CONDITION OF THE VILLAGE.

Guild said staff is trying to reschedule some committee meetings. The Park and Recreation Committee is scheduled for next week. Staff has not yet come up with a date in January for the Public Safety Committee to meet. The Public Works and Utility Committee will hold a special meeting on January 29th at 4:30 p.m. The Human Resources and Finance Committees will meet on February 5th. There is no CDA meeting scheduled for January 16th. The Planning and Development Department is currently going through a department audit. Village staff will host a round table discussion with local businesses this week. Staff is working on revised communication materials related to the automated meter reading project. Staff is very close to the completion of three new reports, to include a community guide book, residential guide book, and 2017 annual report. Guild gave an update on economic development. He said Alpine Mobile Home Park has been sold. The new owners would like to meet with village staff on the use of the property. It was also indicated this property is in TID #2. Guild also reported that staff is working with McDevco on a banker's lunch to discuss public sector financing programs. Things continue to move forward with the Camp Phillips development project. Staff recently met with From the Forest regarding their possible expansion. There was a short discussion regarding the meeting time of both the Board of Trustees and the Committee of the Whole. Berger suggested the Board of Trustees meet immediately following the Committee of the Whole. White said an ordinance change would have to be made. Sparks asked if it was necessary to have a meeting of the Committee

of the Whole. Berger said the Committee of the Whole allowed more time to discuss items. There was a short discussion on meeting times. The suggestion was to start at 5:30 p.m. and not have a Committee of the Whole meeting. Guild also reported that Trustee White held an Active Shooter training for all staff. The Second Annual Leadership Banquet will be held April 17th.

15. CLOSE COMMITTEE-OF-THE-WHOLE.

White adjourned the Committee of the Whole meeting at 5:44 p.m.

16. BREAK UNTIL 6:00 p.m.

RECONVENE INTO REGULAR SESSION OF THE BOARD OF TRUSTEES.

The Board of Trustees reconvened into the regular session of the Board of Trustees at 6:00 p.m.

17. Public Comment on matters listed on the remaining agenda.

No comments.

ACKNOWLEDGEMENTS OF:

18. Receipt of Work Products & place on file with Clerk.

None

19. Reports from Staff & place on file with Clerk.

Motion by Berger, second by Ostrowski to acknowledge reports from staff and place on file.

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

Trustee	Voting
Ermeling, Barb	-
Berger, Scott	YES
Ostrowski, Kevin	YES
Zeyghami, Hooshang	YES
Ziegler, Jon	-
White, Loren	YES
Porlier, Mark	YES

20. Reports from boards, committees, and commission & place on file with Clerk.

Motion by Ostrowski, second by Zeyghami to acknowledge the Plan Commission and Public Works minutes and place on file.

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

Trustee	Voting
Ermeling, Barb	-
Berger, Scott	YES
Ostrowski, Kevin	YES

Zeyghami, Hooshang	YES
Ziegler, Jon	-
White, Loren	YES
Porlier, Mark	YES

CONSENT AGENDA

21. Requests to pull items out of consent consideration

There were no requests to pull items from consent.

22. Action on consent agenda items.

Motion by Berger, second by Porlier to approve the Operator Licenses (12a) and Voucher #'s 47119-47307 and 47309-47311 (12b).

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

Trustee	Voting
Ermeling, Barb	-
Berger, Scott	YES
Ostrowski, Kevin	YES
Zeyghami, Hooshang	YES
Ziegler, Jon	-
White, Loren	YES
Porlier, Mark	YES

23. Action on items pulled from consent.

No action needed.

RESOLUTIONS/ORDINANCES

24. Resolution No. 2018-001 accepting a grant from the WI DOT 2017-2022 STP-Urban Program for a project located on Birch Street from Jelinek Avenue to Community Center Drive.

Motion by Zeyghami, second by Ostrowski to approve Resolution No. 2018-001.

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

Trustee	Voting
Ermeling, Barb	-
Berger, Scott	YES
Ostrowski, Kevin	YES
Zeyghami, Hooshang	YES
Ziegler, Jon	-
White, Loren	YES
Porlier, Mark	YES

25. Resolution No. 2018-002 setting forth the fee schedule for S.A.F.E.R. Fire Department Emergency Medical Services Fees.

Motion by Zeyghami, second by Berger to approve Resolution No. 2018-002.

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

Trustee	Voting
Ermeling, Barb	-
Berger, Scott	YES
Ostrowski, Kevin	YES
Zeyghami, Hooshang	YES
Ziegler, Jon	-
White, Loren	YES
Porlier, Mark	YES

26. Resolution No. 2018-003 approving the release of a portion of the access restrictions along E. Everest Avenue/Barbican Avenue to be removed from the Recorded Plat of Barbican Center, Certified Survey Map Number 14631 and Certified Survey Map Number 15690.

Motion by Porlier, second by Ostrowski to approve Resolution No. 2018-003.

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

Trustee	Voting
Ermeling, Barb	-
Berger, Scott	YES
Ostrowski, Kevin	YES
Zeyghami, Hooshang	YES
Ziegler, Jon	-
White, Loren	YES
Porlier, Mark	YES

27. Ordinance No. 18-001 amending several sections of the Village of Weston Municipal Code related to renaming several Standing Committees.

Motion by Berger, second by Zeyghami to approve Ordinance No. 18-001.

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

Trustee	Voting
Ermeling, Barb	-
Berger, Scott	YES
Ostrowski, Kevin	YES
Zeyghami, Hooshang	YES
Ziegler, Jon	-
White, Loren	YES

Porlier, Mark YES

28. Proclamation #P-18-001 Commemorating the Village of Weston School Choice Week.
No motion made on this item.

FUTURE ITEMS

29. Next meeting date(s):

a. Tuesday, April 17 @ 6:00 p.m. – 2nd Annual Leadership & Service Awards Banquet.

30. Topics for future meetings.

b. Request to purchase outlot in Riverfront Place from Village

31. Remarks from Administrator.

No comments.

32. Remarks from Trustees.

Porlier wished all candidates good luck in the Primary Spring Election.

33. Announcements.

c. Contact Information

Emails will be sent requesting updated information from appointed officials.

d. Future Weston Academy

Staff is in the process of restarting the Future Weston Academy.

e. Chamber Business PM @ Patron on 3/20

The Village is Co-hosting this Business PM with Patron.

34. Adjournment.

Motion by Porlier, second by Zeyghami to adjourn the meeting at 6:14 p.m.

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

Trustee	Voting
Ermeling, Barb	-
Berger, Scott	YES
Ostrowski, Kevin	YES
Zeyghami, Hooshang	YES
Ziegler, Jon	-
White, Loren	YES
Porlier, Mark	YES