

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

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April 16, 2018, at 6:00 p.m.

**AGENDA ITEMS.**

1. **Meeting shall be called to order by President Ermeling at 6:00 p.m.**  
Ermeling called the meeting to order at 6:00 p.m.
2. **Pledge of Allegiance to the Flag of the United States.**
3. **Clerk will call the role of those present to confirm attendance for the record.**

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

4. **Welcomes, introductions, and acknowledgement of guests.**
  - a. Justin Frahm, JSD Professional Solutions
  - b. Mark Roffers, MD Roffers Consulting
5. **Minutes from the previous meeting:**
  - February 26, 2018.
  - March 19, 2018
  - March 26, 2018

*Motion by White, second by Ziegler to approve the minutes.*

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

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

6. **Public Comments.**

Landy Koppa, 2802 Sternberg Ave, indicated he was opposed to the name change from the portion of Sternberg that he lives on to Weiland. He received 44 signatures on a petition to not change that portion of Sternberg. He commented on a list of items he would have to change his address information on. Higgins said a number of those things can be changed

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online. She also commented that this street is not contiguous. Koppa asked the Board to vote against changing the name.

**REPORTS FROM BOARDS, COMMITTEES, & COMMISSIONS.**

(Work products identified in this section are for education and information purposes. Items listed in this section should be moved as "Acknowledge receipt of presentation/report and place in file".)

7. Community Development Authority.
8. Everest Metro Public Safety.
9. Extraterritorial Zoning.
10. Finance.
11. Human Resources.
12. Parks & Recreation.
13. Plan Commission.
14. Public Safety.
15. Public Works.
16. SAFER
17. Tourism

*Motion by White, second by Berger to acknowledge items 10, and 12-17.*

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

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

**REPORTS FROM DEPARTMENTS.**

(Work products identified in this section are for education and information purposes. Items listed in this section should be moved as "Acknowledge receipt of presentation/report and place in file".)

18. **Clerks**  
Weinkauf reminded the Board of Trustees about the Leadership Award Banquet scheduled for tomorrow at 5:30 p.m.
19. **Finance**
20. **Fire & EMS**
21. **Legal**
22. **Parks & Recreation**
23. **Plan/Dev**  
Higgins reported we received a notice from the DNR indicating Weston will receive a \$78,735 recycling grant.
24. **Police**  
Schulz reported both Sergeant Goff and Officer Long were honored with awards from the Wisconsin Professional Police Association. He also said mental health calls continue to increase. He also reported school administrators are looking to increase school officers.

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**25. Public Works**

Donner reported the total impact to the Village from the last snow storm event was approximately \$41,000. He has been in discussion with Marathon County in regards to disaster relief assistance.

**26. Technology**

*Motion by Porlier, second by Ziegler to acknowledge items 18-20, 22-23 and 25-26, as well as the oral report from Chief Schulz.*

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

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

**ACKNOWLEDGE TRANSMITTAL OF WORK PRODUCTS/REPORTS.**

(Work products listed in this section should be moved as "Acknowledge receipt and place in file.")

- 27. Acknowledge Filing of 2017 Water Utility Annual Report to the Public Service Commission.**
- 28. Acknowledge February 2018 Budget Status Report for General Fund.**
- 29. Acknowledge Moody's annual review of the General Obligation and CDA debt.**
- 30. Acknowledge Moody's annual review of the Stormwater debt.**
- 31. Acknowledge the submittal of the annual Municipal Separate Storm Sewer System (MS4) report.**
- 32. Acknowledge Department response to Public Service Commission regarding data request for Foremost Water demands as related to Rothschild and Weston water rate cases.**
- 33. Acknowledge Department response to Wisconsin Department of Natural Resources regarding 2018 Sanitary Survey for Weston Water Utility.**

*Motion by Berger, second by Porlier to acknowledge items 27-33 and place on file.*

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

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

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**CONSENT AGENDA.**

34. Requests to pull items out of consent consideration.
35. Acknowledge the 2017 Annual Recycling Report.
36. Approve the appointment of Christopher Wagner as new agent for Pick N Save #6406, 2806 Schofield Ave, Weston.
37. Approve Operator Licenses.
38. Action on consent agenda items.
39. Action on items pulled from consent.

*Motion by Porlier, second by White to approve and acknowledge items 35-37.*

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

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

**PROCLAMATIONS.**

40. Approve Proclamation No. 2018-002 for Bike and Walk Week – May 15 to May 19.
41. Approve Proclamation No. 2018-003 for Arbor Day – April 27.

*Motion by White, second by Ziegler to approve Proclamation No. 2018-002 for Bike and Walk Week – May 15 to May 19, and Proclamation No. 2018-003 for Arbor Day – April 27.*

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

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

**RESOLUTIONS.**

42. Approve Resolution No. 2018-016 authorizing the enforcement of missing and non-visible addresses in the Village.

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*Motion by White, second by Ziegler to approve Resolution No. 2018-016 authorizing the enforcement of missing and non-visible addresses in the Village.*

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

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

**43. Approve Resolution No. 2018-017 authorizing the replacement of flag/fire signs in 2019.**

White asked if this was a budget item for 2019. Higgins said yes. It was indicated if the sign needs to be replaced the Village will pay for it, and if the sign is missing the resident will pay for it.

*Motion by White, second by Berger to approve Resolution No. 2018-017 authorizing the replacement of flag/fire signs in 2019.*

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

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

**44. Approve Resolution No. 2018-018 renaming Sternberg Avenue, from Alderson Street to Fox Street, to Weiland Avenue**

*Motion by White, second by Ziegler to approve Resolution No. 2018-018 renaming Sternberg Avenue, from Alderson Street to Fox Street, to Weiland Avenue. Q/ Porlier commented on a 911 call where the Everest Metro and EMS had no issues with finding the address on this part of Sternberg Avenue. Higgins said the issue is not finding anyone on this part of Sternberg, it's confusing to people because it is a t-intersection, and it is a contiguous issue.*

**Yes Vote: 4    No Votes: 1    Abstain: 0    Not Voting: 2    Result: PASS**

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

45. Approve Resolution No. 2018-022 authorizing staff to submit a grant application to the Wisconsin Department of Natural Resources for a canoe and kayak launch/public access on the Will property.

*Motion by Ziegler, second by Porlier to approve Resolution No. 2018-022 authorizing staff to submit a grant application to the Wisconsin Department of Natural Resources for a canoe and kayak launch/public access on the Will property.*

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

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

Osterbrink said the deadline to submit the grant application is May 1<sup>st</sup>. They are requesting someone to be designated as the official to act on behalf of the Village.

46. Approve Resolution No. 2018-026 recognizing the employees of the Village of Weston.

*Motion by White, second by Ziegler to approve Resolution No 2018-026 recognizing the employees of the Village of Weston.*

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

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



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

50. Approve Resolution No. 2018-030 selecting Intercity State Bank as the Village's official bank from June 1, 2018 to June 30, 2021.

*Motion by White, second by Porlier to approve Resolution No. 2018-030 selecting Intercity State Bank as the Village's official bank from June 1, 2018 to June 30, 2021.*

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

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

**ORDINANCES.**

51. Ordinance No. 18-008 adopting the 2018 Official Zoning Map and Official Extraterritorial Zoning Map for the Village of Weston.

*Motion by White, second by Ziegler to approve Ordinance No. 18-008 adopting the 2018 Official Zoning Map and Official Extraterritorial Zoning Map for the Village of Weston, per the recommendation of the Plan Commission and ETZ.*

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

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

52. Ordinance No. 18-011 Amending Section 94.13.04(4) Variable Message Signs.

*Motion by Berger, second by Porlier to approve Ordinance No. 18-011 amending Section 94.13.04(4) Variable Message Signs.*



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

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

**53. Ordinance No. 18-012 Amending Section 94.17.04 Definitions.**

*Motion by White, second by Ziegler to approve Ordinance No. 18-012 Amending Section 94.17.04 Definitions.*

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

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

**54. Ordinance No. 18-013 Amending Chapter 14, Article II., Building and Construction Codes; Article III., Administration and Enforcement; and Article V. House and Building Numbering.**

*Motion by Porlier, second by Berger to approve Ordinance No. 18-013 Amending Chapter 14, Article II., Building and Construction Codes; Article III., Administration and Enforcement; and Article V. House and Building Numbering.*

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

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

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**REMARKS FROM ADMINISTRATOR.**

**55. Approve Planning/Development Department Audit**

Mark Roffers reviewed the assessment and recommendations from the Planning/Development Department audit. Some of the key recommendation include zoning ordinance amendments, customer service, improving web-based applications, and overall staffing. He also recommends the department hire an economic Development Coordinator.

*Motion by White, second by Ziegler to acknowledge the Planning/Development Department audit analysis.*

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

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

**56. Approve Memorandum of Understanding with Forward Development Group.**

Guild said the Memorandum of Understanding with Forward Development Group can be used to help draft a development agreement in the future. White asked if this was reviewed by the Village attorney. Guild said yes. Zeyghami asked about a binding agreement with Marathon County and the WI DOT. Guild does not know when an agreement will be made. Guild would like to have a meeting with Trustee Zeyghami regarding the Memorandum of Understanding. There was a short discussion on a TID project plan amendment.

*Motion by Ziegler, second by White to approve the Memorandum of Understanding with Forward Development Group. Q/ White commented this was passed by four other Village committees.*

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

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

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**57. Approve Forward Development Group request to authorize borrowing for ATC Transmission Line Relocation/Reconstruction.**

Guild said steel for the transmission project is taking about six months to order and will be needed to move forward with the project. Justin Frahm, with JSD Professional Services, presented the master plan on the Camp Phillips Centre and explained the relocation of transmission lines. He explained the wetland impact to the project and explained the options. Construction could start late 2018. There was a short discussion on financing. Ermeling is concerned about not having an agreement with JSD Professional Services or Forward Development Group. Guild said the relocation/ reconstruction of the transmission line would need to be done to make the land profitable and would need to be done if the Village worked with any other group. There was a short discussion on financing. Guild said this project has more security than the Business & Technology Park had. Dennis Stienkraus with Forward Development Group, said they feel very confident this will be a successful project.

***Motion by Berger, second by Porlier to approve Forward Development Group's request to authorize borrowing for ATC Transmission Line Relocation/ Reconstruction.***

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

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

**58. Approve Transport Way Street Extension Plan by use of eminent domain.**

Guild explained this request is to allow Transport Way to be connected to Weston Avenue, and include a connection going north to Weston Avenue. The property owner is open to going through the eminent domain process.

***Motion by Ziegler, second by White to approve Transport Way Street Extension Plan by use of eminent domain. Q/White said this was reviewed by several other committees.***

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

<b>Trustee</b>	<b>Voting</b>
Ermeling, Barb	YES
Berger, Scott	-
Ostrowski, Kevin	-
Zeyghami, Hooshang	YES
Ziegler, Jon	YES

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White, Loren	YES
Porlier, Mark	YES

**59. Acknowledge of Village of Weston/JSD hiring.**

***Motion by Porlier, second by Berger to acknowledge the hiring of JSD Professional Services.***

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

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

**REMARKS FROM TRUSTEES.**

Porlier, Ziegler and Ermeling welcomed the new Board members. Porlier said he is interested in serving on any Village committee. Porlier, Berger and White thanked everyone for the opportunity. Berger thanked staff for the great job that they do. Ermeling thanked the outgoing Trustees for their service.

**FUTURE ITEMS.**

- 60.** Next meeting date(s):
- Tuesday, April 17 @ 6:00 p.m. – Leadership & Service Awards Banquet.
  - April 30, 2018 – @ 6:00 p.m. - Special meeting of the Board of Trustees.
- This is still tentative.
- 61.** Topics for future meetings.

**ADJOURNMENT.**

***Motion by Porlier, second by Ziegler to adjourn at 7:37 p.m.***

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

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