

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

October 15, 2018, at 6:00 p.m.

1. **Meeting called to order by President Ermeling at 6:00 p.m.**
Ermeling called the regular Board of Trustees meeting to order at 6:00 p.m.
2. **Pledge Allegiance to the Flag.**
3. **Roll Call by Clerk**
Roll call indicated 5 Board of Trustee members present.

Trustee	Present
Ermeling, Barb	YES
Ostrowski, Kevin	NO
Zeyghami, Hooshang	YES
Ziegler, Jon	YES
Sparks, Wally	YES
Maloney, Mark	NO
Xiong, Yee	YES

4. **Public Comments.**
No comments.
5. **Minutes from the previous meetings.**
 - 10/15/2018 Board of Trustees.

Motion by Zeyghami, 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
Ostrowski, Kevin	-
Zeyghami, Hooshang	YES
Ziegler, Jon	YES
Sparks, Wally	YES
Maloney, Mark	-
Xiong, Yee	YES

PRESENTATIONS

6. **Greg Johnson, Ehlers – Presentation on Waterworks System Revenue Bonds, Series 2018B and Storm Water Utility Revenue Refunding Bonds, Series 2018C.**
Greg Johnson gave a presentation on the Waterworks System Revenue Bonds, Series 2018B and Storm Water Utility Revenue Refunding Bonds, Series 2018C.

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WRITTEN CORRESPONDENCE

7. **Request from the Village of Rothschild to detach a portion of the Village of Weston at the southwest corner of Business Highway 51 and Kort Street and attach the same to Rothschild.**

Donner referred to a map of the area. This portion of property is not of any use to Weston. Rothschild wants to have the property attached to their corporate boundaries and would like to work with the DOT to put up a sign. A petition would have to be drawn up. Rothschild would take care of any legal documents. Staff will bring back documentation for the Board to consider at a future meeting.

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 Safety.**
- 17. **Public Works.**
- 18. **SAFER.**
- 19. **Tourism.**
- 20. **Zoning Board of Appeals.**

Motion by Sparks, second by Xiong to approve items 8, 12, 13, 14 and 17.

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

Trustee	Voting
Ermeling, Barb	YES
Ostrowski, Kevin	-
Zeyghami, Hooshang	YES
Ziegler, Jon	YES
Sparks, Wally	YES
Maloney, Mark	-
Xiong, Yee	YES

REPORTS FROM DEPARTMENTS

21. **Clerks.**
Clerk Weinkauff reported staff has been busy with absentee voting. To date they have processed over 300 absentee ballots.

22. **Finance.**

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Finance Director Trautman said she hopes the 2019 proposed budget can be adopted on November 26th. She is also hoping to have a special budget meeting on November 5th.

23. Fire/EMS.

Deputy Chief Finke gave an update on the purchase of a new fire truck for SAFER.

24. Parks & Recreation.

Parks Director Osterbrink said staff will begin winterizing very soon with the cold weather being early this year.

25. Plan/Dev.

No comments.

26. Police.

Police Chief Schulz said an offer for the vacant clerical position has been accepted. He also reported the recruitment process for a new officer is on-going.

27. Public Works.

Public Works Director Donner said staff is getting ready for winter. He gave an update on a recent water valve replacement in the Village. He also said staff has been busy focusing on budget and intergovernmental agreements. Deputy Public Works Director Wodalski reported the leaf and brush pick up began today.

28. Technology.

No comments.

Motion by Xiong, second by Sparks to acknowledge the Department Reports.

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

Trustee	Voting
Ermeling, Barb	YES
Ostrowski, Kevin	-
Zeyghami, Hooshang	YES
Ziegler, Jon	YES
Sparks, Wally	YES
Maloney, Mark	-
Xiong, Yee	YES

WORK PRODUCT TRANSMITTALS

29. Acknowledge September 2018 Building Permits.

Motion by Xiong, second by Sparks to acknowledge the September 2018 Building Permits.

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

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Trustee	Voting
Ermeling, Barb	YES
Ostrowski, Kevin	-
Zeyghami, Hooshang	YES
Ziegler, Jon	YES
Sparks, Wally	YES
Maloney, Mark	-
Xiong, Yee	YES

CONSENT AGENDA

30. Requests to pull items out of consent consideration.
31. Acknowledge the 2019 Recycling Grant application submitted to the WIDNR on September 26, 2018.
32. Approve Operator Licenses.
33. Approve Vouchers 48923-49107 and 49159-49160.
34. Action on consent agenda items.

Zeyghami asked about the recycling grant money. Higgins said the Village will receive \$78,000.

Motion by Zeyghami, second by Ziegler to approve consent items 31 – 33.

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

Trustee	Voting
Ermeling, Barb	YES
Ostrowski, Kevin	-
Zeyghami, Hooshang	YES
Ziegler, Jon	YES
Sparks, Wally	YES
Maloney, Mark	-
Xiong, Yee	YES

35. Action on items pulled from consent.
No items were pulled from consent.

ORDINANCES

36. Ordinance No. 18-022 to amend Sec. 78.103(C) Weston Tourism Commission.

Motion by Xiong, second by Ziegler to approve Ordinance No. 18-022.

Q/Xiong asked about funds for this. Trautman said the money will come out of the Room Tax Fund.

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

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Trustee	Voting
Ermeling, Barb	YES
Ostrowski, Kevin	-
Zeyghami, Hooshang	YES
Ziegler, Jon	YES
Sparks, Wally	YES
Maloney, Mark	-
Xiong, Yee	YES

RESOLUTIONS

37. Approve Resolution No. 2018-048 – Authorizing the Issuance and Sale of Approximately \$2,600,000 Waterworks System Revenue Bonds, Series 2018B of the Village of Weston, Marathon County, Wisconsin, and Providing for the Payment of the Bonds and Other Details With Respect to the Bonds.

Motion by Ziegler, second by Zeyghami to approve Resolution No. 2018-048.

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

Trustee	Voting
Ermeling, Barb	YES
Ostrowski, Kevin	-
Zeyghami, Hooshang	YES
Ziegler, Jon	YES
Sparks, Wally	YES
Maloney, Mark	-
Xiong, Yee	YES

38. Approve Resolution No. 2018-049 – Authorizing the Issuance and Sale of Approximately \$1,915,000 Storm Water Utility Revenue Refunding Bonds, Series 2018C of the Village of Weston, Marathon County, Wisconsin, and Providing for the Payment of the Bonds and Other Details With Respect to the Bonds.

Motion by Sparks, second by Ziegler to approve Resolution No. 2018-049.

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

Trustee	Voting
Ermeling, Barb	YES
Ostrowski, Kevin	-
Zeyghami, Hooshang	YES

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Ziegler, Jon	YES
Sparks, Wally	YES
Maloney, Mark	-
Xiong, Yee	YES

UNFINISHED BUSINESS

39. **Authorize Staff to draft a 7-year contract with Advanced Disposal Services or Harter's Fox Valley Disposal to Include Weekly Refuse and every other week Recycling Services to the Village & Town of Weston, to All Single-Family Homes up to 4-Unit Apartments.**

Andy Gayhart, General Manager with Harter's Fox Valley Disposal, said he sent out an email to staff showing a comparison between the two haulers. The bids were really close, and Harter's came in lower. He asked the Board if they had any questions. Donner said the actual difference on the household pick up is \$2.03 year. He said staff's recommendation comes down to an economic decision.

Gary Gartman, with Advanced Disposal Service, said the difference between the two bids is minimal. The convenience of the location is an advantage. Their recycling center is also open 24-7.

Xiong asked Gayhart if their drop-off location would be open in time for spring. He said yes.

Ermeling said Maloney sent an email indicating he is endorsing the lowest proposal which is Harter's, with a seven-year agreement.

Motion by Sparks to approve a seven-year contract with Harter's Fox Valley Disposal as the low bidder. There was no second and this motion failed.

Motion by Ziegler, second by Zeyghami to approve staying with Advanced Disposal Services. Q/ Sparks said the reason he voted for Harter's is because he did check on references. They all stated the service has been good. Using them would be in the best interest to the tax papers. Zeyghami said there is value having the recycling drop-off site in Weston. Ermeling said there is a convenience in having Advanced located in Weston. Xiong said he is undecided on this. Xiong asked staff about their recommendation. Donner said staff has a history with Advanced and has developed a relationship with them. The drop-off site is more convenient for our residents.

Yes Vote: 3 No Votes:2 Abstain:0 Not Voting: 2 Result: Pass

Trustee Voting

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Ermeling, Barb	YES
Ostrowski, Kevin	-
Zeyghami, Hooshang	YES
Ziegler, Jon	YES
Sparks, Wally	NO
Maloney, Mark	-
Xiong, Yee	NO

40. **Approve 7-Year Agreement (2019 – 2025) with Marathon County Solid Waste Department for Special Tipping Rate for Municipal Solid Waste Disposal.**

Motion by Sparks, second by Zeyghami to approve a 7-Year Agreement (2019 – 2025) with Marathon County Solid Waste Department for Special Tipping Rate for Municipal Solid Waste Disposal. Q/ Zeyghami asked about the \$33.42 per ton rate. Higgins said by signing an agreement the Village gets a special rate. She also said this fee is included with the hauler fee.

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

Trustee	Voting
Ermeling, Barb	YES
Ostrowski, Kevin	-
Zeyghami, Hooshang	YES
Ziegler, Jon	YES
Sparks, Wally	YES
Maloney, Mark	-
Xiong, Yee	YES

NEW BUSINESS

41. **Village of Weston Attorney representation.**

Sparks said he would like the Board to interview for attorney services. He said the attorney fees have been very exorbitant over the last year. He would like to give Dietrich VanderWall an opportunity to interview as well. Ermeling is concerned with multiple communities using the same attorney. She suggested going out for Request for Proposals (RFP's). Sparks would like to use an attorney that specializes in municipal government. Ermeling also suggested the possibility of using more than one attorney depending on the advice needed. Sparks feels working with the same attorney as others could be an advantage for the Village, especially with the Village trying to move forward with consolidated efforts. Xiong said he supports doing RFP's.

Motion by Sparks, second by Xiong to approve using RFP's and conducting interviews for attorney services. Q/Donner asked the Board how they would like the interviews to work. Sparks suggested having both the

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Board and staff conduct interviews. Higgins commented that it is helpful to work with an attorney that has a strong municipal background. Trautman reviewed the attorney expenses. It was decided staff would get a copy of a sample RFP for the Board to review and bring to the next meeting. Zeyghami suggested having staff review the RFP's and then narrowing it down to three for the Board to interview.

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

Trustee	Voting
Ermeling, Barb	YES
Ostrowski, Kevin	-
Zeyghami, Hooshang	YES
Ziegler, Jon	YES
Sparks, Wally	YES
Maloney, Mark	-
Xiong, Yee	YES

42. Office closures on Federal holidays.

Ermeling said she has heard several concerns with the Village office being closed on Federal holidays. Donner said this began under the former Administrator. It was intended to be a day for staff to get other things done like training and cleaning. The thought was residents might be more accepting of it since it's a federal holiday. Higgins said it's a time for staff to catch up on things. Sparks does not feel it is good customer service. He would support this in a limited capacity. The Board agreed to consider if in a limited capacity. Staff will discuss and come back with proposed dates for the Board to consider.

43. 2019 Intergovernmental Service Agreement with the Town of Weston.

Donner said the Planning and Development Department attended the Town of Weston's board meeting last week. There was some discussion at that meeting regarding the building inspection service the Village provides to the Town. There was some confusion on what contract the Village was working under. In 2014 agreements were approved, but never signed by either party. He reviewed the terms of service in the 2014 agreement. It was indicated more clarification is needed on how the building inspection service is provided to the Town. Donner said this item will be discussed with the Town again so that an agreement can be determined.

44. Award contract for sports complex feasibility study.

Motion by Zeyghami, second by Xiong to award the contract to Hunden Strategic Partners in the amount of \$39,000. Q/Sparks said there is new information the Board should hear from MCDEVCO and the Convention and Visitors Bureau (CVB). Jim Warsaw, with MCDEVCO, said the CVB and

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MCDEVCO are also looking at doing a feasibility study for Marathon County to establish a high-performance sports training and Community event center. The seating capacity would be between 4 and 6 thousand people. The sports complex and this proposed facility would be a different facility than what Weston is looking to do. A contract with Victus Advisors has been signed. They are heavily involved with the U.S. Olympic Committee. The facility could go anywhere in the metro area. Victus said they could do the feasibility study for a lot less than what Weston is going to pay Hunden. Weston's portion would be \$27,950. Wodalski said he did some research on the company. They are very similar to Hunden. MCDEVCO and the CVB have already committed to paying \$40,000 under a contract. Xiong suggested sending this back to the Tourism Commission for discussion. Sparks said it makes sense to have Victus do the study. This will support all the adjacent communities. This should be a regional effort. Zeyghami commented if the facility is in Weston, and a tournament was held at that facility, the number of people coming into the community and the amount of money spent in the community would be significant. Xiong commented the economic impact of the Hmong Festival brought in 1.7 million dollars. Dick Barrett, with the CVB, said several sporting organizations are aware of the study and would like to see it located in the metro area. Ermeling said it does not make sense for two companies to do the same work. Ziegler said it makes sense to move forward with Victus doing the study. Ermeling said Maloney wanted to go on record opposing a Weston Sports Complex and feasibility study. Weston can't afford this unnecessary want in the face of our current budget needs.

Zeyghami and Xiong withdrew their original motion.

Motion by Sparks, second by Xiong to table this item to a special meeting of the Board of Trustees on October 29th.

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

Trustee	Voting
Ermeling, Barb	YES
Ostrowski, Kevin	-
Zeyghami, Hooshang	YES
Ziegler, Jon	YES
Sparks, Wally	YES
Maloney, Mark	-
Xiong, Yee	YES

45. 2019 Budget Presentation/Discussion.

Trautman gave a PowerPoint presentation on the proposed 2019 operating budget. She reviewed the revenues and expenses. She recommends increasing the levy \$275,000, reallocating \$300,000 in debt service fund to the general fund, moving \$152,000 to CIP, and using \$46,000 of fund

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balance. This proposal includes a 28.5 cent increase to the levy. There was a short discussion on the money that SAFER owes the Village and their budget. A special budget meeting will take place on October 29th. Xiong asked Trautman to send the PowerPoint presentation to the Board of Trustee.

MOVE TO CLOSED SESSION PER 19.85(1)(c) and 19.85(1)(g)

Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility: Acting Administrator Compensation.

And

Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved: SBA Tower Lease.

Motion by Sparks, second Zeyghami by to convene to closed session at 8:21 p.m.

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

Trustee	Voting
Ermeling, Barb	YES
Ostrowski, Kevin	-
Zeyghami, Hooshang	YES
Ziegler, Jon	YES
Sparks, Wally	YES
Maloney, Mark	-
Xiong, Yee	YES

RECONVENE TO OPEN SESSION

Motion by Ziegler, second by Sparks to reconvene to open session at 8:36 p.m.

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

Trustee	Voting
Ermeling, Barb	YES
Ostrowski, Kevin	-
Zeyghami, Hooshang	YES
Ziegler, Jon	YES
Sparks, Wally	YES
Maloney, Mark	-
Xiong, Yee	YES

POSSIBLE ACTION ON CLOSED SESSION ITEMS

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Motion by Ziegler, second by Sparks to approve giving Donner a \$7,000 bonus, effective the last payday of the year, and a \$1,000 bonus each month in 2019 while he serves as Acting Administrator.

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

Trustee	Voting
Ermeling, Barb	YES
Ostrowski, Kevin	-
Zeyghami, Hooshang	YES
Ziegler, Jon	YES
Sparks, Wally	YES
Maloney, Mark	-
Xiong, Yee	YES

Donner thanked the Board of Trustees for the recognition.

Donner gave an update on the SBA tower lease.

REMARKS FROM TRUSTEES

Xiong asked if staff investigated televising board meetings. He suggested staff look at working with the Wausau Area Access Media. Weinkauff said she would talk with Technology Director Crowe regarding this.

REMARKS FROM THE PRESIDENT

FUTURE ITEMS

46. Next meeting date(s):
- Oct 29, 2018 @ 6:00 p.m. Special Meeting – Budget Workshop
 - Nov 19, 2018 @ 6:00 p.m. Regular Meeting
 - November 26, 2018 @ 6:00 p.m. Special Meeting – Adopt 2019 Budget
 - Dec 17, 2018 @ 6:00 p.m. Regular Meeting

47. Announcements.

WITH NO OTHER PLANNED BUSINESS, THE MEETING IS ADJOURNED UNTIL OCTOBER 29, 2018 @ 6:00 P.M.

Motion by Sparks, second by Xiong to adjourn the meeting.

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

Trustee	Voting
Ermeling, Barb	YES
Ostrowski, Kevin	-

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Zeyghami, Hooshang	YES
Ziegler, Jon	YES
Sparks, Wally	YES
Maloney, Mark	-
Xiong, Yee	Yes