

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

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**Monday, November 19, 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 6 Board of Trustee members present.

<b>Trustee</b>	<b>Present</b>
Ermeling, Barb	YES
Ostrowski, Kevin	YES
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.
  - 10/29/2018 Board of Trustees.
  - 11/05/2018 Board of Trustees and Finance Committee.

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

**Yes Vote: 6    No Votes:0    Abstain:0    Not Voting: 1    Result: Pass**

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

**WRITTEN CORRESPONDENCE**

6.

**REPORTS/MINUTES FROM BOARDS, COMMITTEES, COMMISSIONS**

7. **Community Development Authority.**
8. **Everest Metro Police Commission.**

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- 9. Extraterritorial Zoning.
- 10. Finance.
- 11. Human Resources.
- 12. Joint Review Board.
- 13. Parks & Recreation.
- 14. Plan Commission.
- 15. Public Safety.
- 16. Public Works.
- 17. SAFER.
- 18. Tourism.
- 19. Zoning Board of Appeals.

*Motion by Sparks, second by Ostrowski to acknowledge items 7, 11, and 14.*

Yes Vote: 6    No Votes:0    Abstain:0    Not Voting: 1    Result: Pass

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

**REPORTS FROM DEPARTMENTS**

- 20. **Clerks.**  
No comments.
- 21. **Finance.**  
Trautman reported SAFER's 2017 audit report was received on Friday.
- 22. **Fire/EMS.**  
No comments.
- 23. **Parks & Recreation.**  
No comments.
- 24. **Plan/Dev.**
  - **Refuse/Recycling Report.**  
No comments.
- 25. **Police.**  
No comments.
- 26. **Public Works.**  
Donner reported staff continues to work on the sports complex feasibility study. A kick-off meeting, with Victus Advisors, will be held December 11<sup>th</sup>.

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**27. Technology.**

Crowe reported he investigated the possibility of doing video recordings of board meetings. The equipment would cost approximately \$16,000. Xiong asked staff to investigate using Wausau Area Access Media.

***Motion by Xiong, second by Zeyghami to acknowledge the Department reports.***

**Yes Vote: 6    No Votes:0    Abstain:0    Not Voting: 1    Result: Pass**

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

**WORK PRODUCT TRANSMITTALS**

**28. Acknowledge October 2018 Building Permits.**

***Motion by Zeyghami, second by Sparks to acknowledge the October 2018 building permits.***

**Yes Vote: 6    No Votes:0    Abstain:0    Not Voting: 1    Result: Pass**

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

**29. Acknowledge October 2018 Budget Status Report.**

***Motion by Ostrowski, second by Sparks to acknowledge the October 2018 budget status report.***

**Yes Vote: 6    No Votes:0    Abstain:0    Not Voting: 1    Result: Pass**

<b>Trustee</b>	<b>Voting</b>
Ermeling, Barb	YES
Ostrowski, Kevin	YES

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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. Approve the liability, auto, property, and workers compensation insurance with the League of Wisconsin Municipalities Mutual Insurance.
32. 2018 Recycling Excellence Award for Overall Program.
33. Approve Design Contract with Becher-Hoppe Associates for Harlyn Lift Station Replacement.
34. Contract with Strand Associates for Update of Storm Water System Model
35. Approve Operator Licenses.
36. Approve Vouchers 49108-4931.
37. Action on consent agenda items.

*Motion by Ziegler, second by Xiong to acknowledge Consent items 31 to 36.*

Yes Vote: 6    No Votes:0    Abstain:0    Not Voting: 1    Result: Pass

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

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

**ORDINANCES**

- 39.

**RESOLUTIONS**

40. Approve Resolution No. 2018-051: A Resolution approving the Redevelopment Plan for Redevelopment Area #3 for the Village of Weston, Marathon County, WI.

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*Motion by Zeyghami, second by Ostrowski to approve Resolution No. 2018-051.*

Yes Vote: 6    No Votes:0    Abstain:0    Not Voting: 1    Result: Pass

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

41. Approve Resolution No. 2018-052: A Resolution to approve the condominium plat of Birchwood Highlands III.

*Motion by Ostrowski, second by Ziegler to approve Resolution No. 2018-052.*

Yes Vote: 6    No Votes:0    Abstain:0    Not Voting: 1    Result: Pass

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

**UNFINISHED BUSINESS**

42. None.

**NEW BUSINESS**

43. Approve 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.

*Motion by Sparks, second by Zeyghami to approve the 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.*

Yes Vote: 6    No Votes:0    Abstain:0    Not Voting: 1    Result: Pass

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

44. Discussion and action on entering into an Intergovernmental Service Agreement with Kronenwetter for Building Inspection Services as of 1/1/19.

*Motion by Zeyghami, second Ostrowski by to approve entering into an Intergovernmental Service Agreement with Kronenwetter for Building Inspection Services as of 1/1/19.* Q/Zeyghami asked about the charges. Higgins said there is a list of rates for vehicles and equipment, and the 2018 hourly billable rate is \$63.02 for building inspections. It was indicated Maquire can do more inspections since he has received most of his certifications.

Yes Vote: 6    No Votes:0    Abstain:0    Not Voting: 1    Result: Pass

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

45. Request for Proposals for Village Attorney Services.

*Motion by Sparks, second by Zeyghami to approve the draft RFP as presented by staff.* Q/Zeyghami asked about the existing cases with current attorney. Donner recommends the current attorney finish working on anything he is working on. Higgins stated said that is how it was handled in the past.

Yes Vote: 6    No Votes:0    Abstain:0    Not Voting: 1    Result: Pass

Trustee	Voting
Ermeling, Barb	YES
Ostrowski, Kevin	YES
Zeyghami, Hooshang	YES
Ziegler, Jon	YES
Sparks, Wally	YES

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<b>Maloney, Mark</b>	-
<b>Xiong, Yee</b>	<b>YES</b>

**46. Update on SAFER debt owed to the Village.**

Trautman reported Weston would like to close this out. It will be discussed at SAFER's December board meeting. Trautman indicated they owe the Village and Rib Mountain \$644,620. Rib Mountain's share is approximately \$200,000.

**PRESENTATIONS**

**47. Municipal Facilities Condition Assessment Report, Jon Wallenkamp, Kueny Architects.**

Jon Wallenkamp, Kueny Architects, gave a presentation on the Municipal Facilities Condition Assessment Report. There were discussions regarding building placement, the needs of the safety building, and borrowing money. It was suggested the Village look at options to include having one centrally located building, having some departments separate, and looking at other existing buildings. Sparks suggested working with our neighboring communities. He said if we borrow this needs to address all the buildings. Sparks also said community outreach should get done for the residents. They need to be educated. Zeyghami said there needs to be more homework done with this item. Staff indicated there is still more room in the contract with Kueny to have more work done. Ermeling said we shouldn't sit on this any longer. Zeyghami suggested having the Board and staff meet again to discuss. The amount to borrow is projected between 12 and 13 million.

**REMARKS FROM TRUSTEES**

Sparks asked to be excused from the December 17<sup>th</sup> meeting

**REMARKS FROM THE PRESIDENT**

Ermeling asked for a closed session item to discuss administrator position get put on the next agenda. Xiong said he would like it to be discussed in open session. Sparks said some items need to be discussed in closed session.

**FUTURE ITEMS**

- 48. Next meeting date(s):**
- November 26, 2018 @ 5:45 p.m. Special Meeting – Adopt 2019 Budget
  - Dec 17, 2018 @ 6:00 p.m. Regular Meeting

- 49. Announcements.**

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**WITH NO OTHER PLANNED BUSINESS, THE MEETING IS ADJOURNED UNTIL NOVEMBER 26, 2018 @ 5:45 P.M.**

***Motion by Ziegler, second by Ostrowski to adjourn the meeting at 8:53 p.m.***

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Yes Vote: 6 No Votes:0 Abstain:0 Not Voting: 1 Result: Pass

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