



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

Weston Municipal Center Board Room  
4747 Camp Phillips Road, Weston, WI 54476

---

**Monday, April 21, 2025, at 6:00 p.m.**

A quorum of members from other Village governmental bodies (boards, commissions, and committees) may attend the above-noticed meeting to gather information. If a quorum of other government bodies are present this would constitute a meeting pursuant to "State of Wisconsin ex rel. Badke v. Greendale Village Bd., 173 Wis.2d 553,494 N.W.2d 408 (1993)". Therefore, no official actions other than those of the BOARD OF TRUSTEES shall take place.

Any interested persons may attend the meeting via the Zoom link listed below.

**Join Zoom Meeting:**

<https://zoom.us/j/5445915099>

**Join Zoom Meeting by Phone:**

+1 312 626 6799 US (Chicago)

**Meeting ID: 544 591 5099**

**AGENDA ITEMS**

1. Board of Trustees Meeting called to order by President Maloney
2. Pledge Allegiance to the Flag
3. Roll Call by Clerk for Board of Trustees
  - a. Maloney[p], Cronin[vp], Ermeling, Jordan, Pinsonneault, Weiland, Zeyghami

**PUBLIC COMMENTS**

**MINUTES FROM PREVIOUS MEETINGS.**

4. [Approval of March 17, 2025, Board of Trustees Meeting](#)
5. [Approval of April 15, 2025, Special Board of Trustees Meeting](#)

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

6. Community Development Authority
7. [Community Life and Public Safety \(CLPS\)](#)
8. [Everest Metro Police/Mountain Bay Metropolitan Police](#)
  - a. [Mountain Bay Metro Police Commission \(12-27-2024\)](#)
  - b. [Mountain Bay Metro Oversight Board \(12-18-2024 and 02-26-2025\)](#)
9. Extraterritorial Zoning
10. [Finance and Human Resources](#)
11. Joint Review Board
12. Parks & Recreation
13. [Plan Commission](#)
14. [Public Works](#)
15. [SAFER](#)
  - a. [SAFER Fire Commission \(01-14-2025 and 04-08-2025 DRAFT\)](#)
  - b. [SAFER Board \(03-11-25 and 04-08-2025 DRAFT\)](#)
16. Tourism Commission
17. Refuse and Recycling

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

---

**ACKNOWLEDGE REPORTS FROM DEPARTMENTS**

18. Administrator
19. Clerk
20. Finance
21. Fire/EMS
22. Parks & Recreation
23. Plan/Dev
24. Police
  - a. Mountain Bay Metro 2024 Annual Report
25. Public Works
26. Technology

**WORK PRODUCT TRANSMITTALS**

27. Acknowledge March Building Permits
28. Acknowledge March Budget Status
29. Acknowledge Code Enforcement Report

**CONSENT AGENDA**

30. Requests to pull items out of consent consideration
31. Approve Vouchers – check numbers 64029-64238 and 90196-90199
32. Renewal of Weights and Measures Licenses for the 2025-2026 Licensing Term
33. Renewal of Commercial Animal Establishment License for Ace Hardware for the 2025-2026 Licensing Term
34. Renewal of Cigarette, Tobacco, and Electronic Vaping Licenses for the 2025-2026 Licensing Term
35. Approval of M&J Higuera Companies LLC d/b/a Osso Buco Ristorante New “Class B” Intoxicating Liquor License for 2024-2025 Licensing Term
36. Renewal of Lodging License for the 2025-2026 Licensing Term
37. Renewal of Salvage License for the 2025-2026 Licensing Term
38. Renewal of Adult Oriented Establishment License for the 2025-2026 Licensing Term
39. Renewal of Class “A” Fermented Malt Beverage & “Class A” Intoxicating Liquor, Class “B” Fermented Malt Beverage, Class “B” Fermented Malt Beverage & “Class B” Intoxicating Liquor Licenses for the 2025-2026 Licensing Term
40. Acknowledge Submittal of the 2024 Municipal Separate Storm Sewer System (MS4) Annual Report to the Wisconsin Department of Natural Resources
41. Action on consent agenda items

**ORDINANCES**

42. Ordinance 25-007: An Ordinance to Approve the Rezoning of 4803 Mesker Street From SF-L (Single Family Residential) To 2F (Two Family Residential) Zoning District, Village of Weston, Marathon County, Wisconsin

**RESOLUTIONS**

43. Resolution 2025-007: A Resolution requesting a Marathon County Circuit Court Judge to Vacate the Entirety of North Horseshoe Drive and South Horseshoe Drive in the Everest Hilltop Addition, Village of Weston, Wisconsin

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

---

44. Resolution 2025-008 Resolution Authorizing the Total Number of Issued and Reserve “Class B” Liquor Licenses

**UNFINISHED BUSINESS**

45. Discussion and/or action on the Possible Revision to the Lease Agreement with the Town of Weston at 5209 Mesker Street

**NEW BUSINESS**

46. Discussion and/or action on SAFER’s Usage of Additional Building Space in the Public Safety Building
47. Discussion and/or action on Amendments to Chapter 10 Employee Conduct and Behavior of the Employee Personnel Policies and Procedures Handbook
48. Discussion and/or action on Amendments to Chapter 2 Administration of Local Government Agency of the Employee Personnel Policies and Procedures Handbook
49. Discussion and/or action on Adoption of *Sec. 2.11 Local Preference in Village Purchases* in the Administration of Local Government Agency Chapter of the Employee Personnel Policies and Procedures Handbook
50. Discussion and/or action on Draft Request for Proposal (RFP) for Residential Refuse and Recycling Services
51. Discussion and/or action on Fuller Street Reconstruction Bid Award
52. Discussion and/or action on Spring Surplus Auction Items
53. Discussion and/or action on Hydraulic Hammer Attachment Purchase
54. Discussion and/or action on Accounts Receivable Write-Offs

**MOTION TO MOVE TO CLOSED SESSION Pursuant to Wis. Stat. § 19.85(1)(e)**, Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session to wit:

- Right-of-Way Negotiations for Weston Avenue (Von Kanel Street to Ryan Street)

**RECONVENE TO OPEN SESSION**

**POSSIBLE ACTION ON CLOSED SESSION ITEMS**

- Right-of-Way Negotiations for Weston Avenue (Von Kanel Street to Ryan Street)

**ATTORNEY REFERRALS**

**ADMINISTRATOR REFERRALS**

**REMARKS FROM TRUSTEES**

**REMARKS FROM THE PRESIDENT**

**FUTURE ITEMS**

Next meeting date(s):

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

---

- Monday, May 19, 2025, at 6:00 p.m.

**ADJOURN**

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), the Village will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the Village Clerk at 715-359-6114 or [clerks@westonwi.gov](mailto:clerks@westonwi.gov) to discuss your accessibility needs. We ask your request be provided a minimum of 72 hours before the scheduled event or meeting. If a request is made less than 72 hours before the event the Village will make a good faith effort to accommodate your request.

This Notice was posted at the Village Municipal Center, on [www.westonwi.gov](http://www.westonwi.gov) and transmitted to media partners on April 16, 2025.



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

---

Monday, March 17, 2025, at 6:00 p.m.

**AGENDA ITEMS**

1. **Board of Trustees Meeting called to order by President Maloney**

President Maloney called the Board of Trustees meeting to order at 6:14 p.m.

2. **Pledge Allegiance to the Flag**

3. **Roll Call by Clerk for Board of Trustees**

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	YES

**PUBLIC COMMENTS**

None.

**MINUTES FROM PREVIOUS MEETINGS** (on recording <https://youtu.be/gTsjwWhvBLs?t=50>)

4. Approval of February 17, 2025, Board of Trustees Meeting

*Motion by Zeyghami, second by Jordan to approve February 17, 2025, Board of Trustees meeting minutes.*

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

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	YES

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

---

**ACKNOWLEDGE REPORTS/MINUTES FROM BOARDS, COMMITTEES, COMMISSIONS** (on recording <https://youtu.be/gTsjwWhvBLs?t=70>)

5. Community Development Authority
6. Community Life and Public Safety (CLPS)
7. Everest Metro Police/Mountain Bay Metropolitan Police
  - a. Mountain Bay Metro Police Commission
  - b. Mountain Bay Metro Oversight Board
8. Extraterritorial Zoning
9. Finance and Human Resources
10. Joint Review Board
11. Parks & Recreation
12. Plan Commission
13. Public Works
14. SAFER
  - a. SAFER Fire Commission
  - b. SAFER Board (1-14-2025, 2-11-2025)
15. Tourism Commission
16. Refuse and Recycling

***Motion by Cronin, second by Pinsonneault to acknowledge Item Nos. 6, 9, 11-13, and 14b.***

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

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	YES

---

**ACKNOWLEDGE REPORTS FROM DEPARTMENTS** (on recording <https://youtu.be/gTsjwWhvBLs?t=374>)

17. Administrator
18. Clerk
19. Finance
20. Fire/EMS
21. Parks & Recreation
22. Plan/Dev
23. Police
24. Public Works
25. Technology

***Motion by Cronin, second by Ermeling to acknowledge reports from departments.***

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

---

Yes Vote: 7 No Votes:0 Abstain:0 Not Voting: 0 Result: Pass

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	YES

**WORK PRODUCT TRANSMITTALS** (on recording <https://youtu.be/gTsjwWhvBLs?t=1322>)

- 26. Acknowledge February Building Permits
- 27. Acknowledge Code Enforcement Report
- 28. Acknowledge February Budget Status

*Motion by Ermeling, second by Weiland to acknowledge Items 26 through 28.*

Yes Vote: 7 No Votes:0 Abstain:0 Not Voting: 0 Result: Pass

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	YES

**CONSENT AGENDA** (on recording <https://youtu.be/gTsjwWhvBLs?t=1351>)

- 29. Requests to pull items out of consent consideration
- 30. Approve Vouchers – check numbers 63878-63980, 63998-64028, and 90192-90194
- 31. Renewal of Weights and Measures Licenses for the 2025-2026 Licensing Term
- 32. Action on consent agenda items

*Motion by Cronin, second by Ermeling to approve items 30 and 31.*

Yes Vote: 7 No Votes:0 Abstain:0 Not Voting: 0 Result: Pass

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	YES

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

---

**ORDINANCES**

33. Ordinance No. 25-003: An Ordinance Amending Chapter 34 Fire Prevention and Protection, Article II Fire Prevention, Section 34.214 General Fire Safety Requirements of the Municipal Code for the Village of Weston, Marathon County, Wisconsin ([on recording https://youtu.be/gTsjwWhvBLs?t=1397](https://youtu.be/gTsjwWhvBLs?t=1397))

***Motion by Zeyghami, second by Ermeling to approve Ordinance No. 25-003: An Ordinance Amending Chapter 34 Fire Prevention and Protection, Article II Fire Prevention, Section 34.214 General Fire Safety Requirements of the Municipal Code for the Village of Weston, Marathon County, Wisconsin***

Cronin asked Chief Finke if the language regarding the Knox Box was acceptable to him. Chief Finke stated it was not ideal, but they could work with it. His only concern was if there was a need to enter a building and there is not a Knox Box which resulted in damage to a door, the property owner typically would expect the Fire Department to pay for the damage to the door.

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

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	NO
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	YES

34. Ordinance No. 25-004: An Ordinance Amending Chapter 38 Health & Sanitation of the Municipal Code for the Village of Weston, Marathon County, Wisconsin ([on recording https://youtu.be/gTsjwWhvBLs?t=2010](https://youtu.be/gTsjwWhvBLs?t=2010))

***Motion by Pinsonneault, second by Weiland to approve Ordinance No. 25-004: An Ordinance Amending Chapter 38 Health & Sanitation of the Municipal Code for the Village of Weston, Marathon County, Wisconsin***

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

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	YES

35. Ordinance No. 25-005: An Ordinance to Approve the Rezoning of Prohaska Park from AR (Agriculture and Residential) and RR-5 (Rural Residential 5-Acre) to PR (Parks and

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

---

Recreation) Zoning District Village of Weston, Marathon County, Wisconsin ([on recording https://youtu.be/gTsjwWhvBLs?t=2038](#))

***Motion by Cronin, second by Weiland to accept the Plan Commission recommendation and approve Ordinance No. 25-005: An Ordinance to Approve the Rezoning of Prohaska Park from AR (Agriculture and Residential) and RR-5 (Rural Residential 5-Acre) to PR (Parks and Recreation) Zoning District Village of Weston, Marathon County, Wisconsin***

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

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	YES

**RESOLUTIONS**

- 36.** Resolution 2025-002 Regarding Fishing on the Ponds at Prohaska Family Memorial Park ([on recording https://youtu.be/gTsjwWhvBLs?t=2121](#))

***Motion by Weiland, second by Pinsonneault to approve Resolution 2025-002 to allow fishing on the ponds at Prohaska Family Memorial Park***

Zeyghami asked if there were safety signs posted at the park. Osterbrink stated that this was a question that has come up in the past and the recommendation of the Village Attorney was to not have this type of signage at the park.

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

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	YES

- 37.** Resolution 2025-003 – Schofield Ave (Normandy St to Birch St) Preliminary Special Assessments ([on recording https://youtu.be/gTsjwWhvBLs?t=2574](#))

***Motion by Ermeling, second by Zeyghami to approve Resolution 2025-003 as presented.***

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

---

Yes Vote: 7 No Votes:0 Abstain:0 Not Voting: 0 Result: Pass

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	YES

38. Resolution 2025-004 – Fuller St Preliminary Special Assessments (on recording <https://youtu.be/gTsjwWhvBLs?t=2657>)

*Motion by Cronin, second by Jordan to approve Resolution 2025-004 as presented.*

Yes Vote: 7 No Votes:0 Abstain:0 Not Voting: 0 Result: Pass

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	YES

39. Resolution 2025-005 – A Resolution to approve the final plat of the Re-Plat Green Tree Acres Subdivision. (Project #20230276) (on recording <https://youtu.be/gTsjwWhvBLs?t=2676>)

*Motion by Cronin, second by Jordan to approve the replat of Green Tree Acres Subdivision by the adoption of Resolution 2025-005.*

Yes Vote: 7 No Votes:0 Abstain:0 Not Voting: 0 Result: Pass

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	YES

40. Resolution 2025-006 – Weston Ave (West Phase) Authorizing Resolution for Special Assessments (on recording <https://youtu.be/gTsjwWhvBLs?t=2704>)

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

---

*Motion by Zeyghami, second by Ermeling to approve the Authorizing Resolution 2025-006 for Special Assessments for drive approach, sanitary sewer main, laterals, water main, and lateral construction for the Weston Avenue (West Phase and Cross Country Route) reconstruction project as presented in Amendment #1.*

Yes Vote: 7 No Votes:0 Abstain:0 Not Voting: 0 Result: Pass

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	YES

**UNFINISHED BUSINESS**

**NEW BUSINESS**

41. Public Drawing for Available Non-Reserve “Class B” Liquor License ([on recording https://youtu.be/gTsjwWhvBLs?t=2777](https://youtu.be/gTsjwWhvBLs?t=2777))

Two licensed establishments submitted their businesses for the public drawing for the available non-reserve “Class B” liquor license. M&J Higuera Co., LLC was drawn.

*Motion by Cronin, second by Weiland to acknowledge M&J Higuera Co., LLC d/b/a Osso Buco as the establishment picked in the random drawing to apply for the non-reserve “Class B” liquor license.*

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

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	----

42. Discussion and/or action on Adoption of a Formal Policy Encouraging and Giving Preference when Purchasing Materials, Services, and Goods from Businesses in the Village of Weston ([on recording https://youtu.be/gTsjwWhvBLs?t=2923](https://youtu.be/gTsjwWhvBLs?t=2923))

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

---

***Motion by Pinsonneault, second by Weiland to direct staff to draft a policy encouraging and giving preference when purchasing materials, services, and goods from businesses in the Village of Weston for further discussion/action.***

Zeyghami stated that he understands the need for staff to go out of the Village to get supplies if they are not provided locally. Pinsonneault stated that staff should shop in Weston first and then go outside of Weston to shop if they need supplies. Cronin stated that he looks to the community as a whole which includes the outside communities and when reviewing vouchers, he sees that Village purchases materials as much as they can in the Village but sometimes needs to go outside. He does not believe there needs to be a formal policy for staff. Trautman stated when purchasing for federal grants, preference for local purchasing is against the policy and that should be taken into consideration in the Boards' decision.

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

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	NO
Ermeling, Barb	YES
Jordan, Joe	NO
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	YES

43. Discussion and/or action on Adoption of a Staff Efficiency Incentive Program ([on recording https://youtu.be/gTsjwWhvBLs?t=3465](https://youtu.be/gTsjwWhvBLs?t=3465))

***Motion by Pinsonneault, second by Weiland to direct staff to draft an official policy to promote and incentivize efficiencies in our operations. This policy should incorporate a method to track these increased deficiencies and monetary savings and also recognize and reward staff members and departments for identifying and implementing changes which increase efficiency.***

Zeyghami stated that it would be difficult to measure the efficiency of an individual. Pinsonneault stated that he agreed with the statement, but what is easy to judge is to recognize and capture what we are already doing. We should be proud of what we are doing and when we are saving the Village money by being efficient, the staff member should be recognized for that which could be as simple as a post on social media. Maloney asked if it was just recognition or if it was a monetary incentive. He stated that some departments would struggle based on their jobs and they would not be able to compete with others and it should be fair to all.

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

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	NO

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

---

<b>Ermeling, Barb</b>	<b>NO</b>
<b>Jordan, Joe</b>	<b>NO</b>
<b>Maloney, Mark</b>	<b>NO</b>
<b>Pinsonneault, Jim</b>	<b>YES</b>
<b>Weiland, Jamie</b>	<b>NO</b>
<b>Zeyghami, Hooshang</b>	<b>NO</b>

44. Discussion and/or action on Operation and Policy on Building Inspections in the Village of Weston ([on recording https://youtu.be/gTsjwWhvBLs?t=3844](https://youtu.be/gTsjwWhvBLs?t=3844))

Pinsonneault explained this item resulted from outside contractor comments made to him. The inspectors do not do inspections on Fridays and that is a complaint he has received. Higgins stated that Friday is an in-office workday for staff to catch up, they do inspections on Friday though it is not advertised. If they take a call and it is an emergency, they will do inspections. Jordan stated that his experience with other municipalities is a lot more bureaucracy and he feels the Village has much less staff doing inspections and needs that time to catch up because the staff size is minimal. He thinks we have a fantastic group in planning and zoning and trusts their decisions. Cronin requested that the department meet to discuss their schedule in light of this complaint as the Village does provide customer service to its constituents, and he feels that we should have Friday hours but also agrees that the Board should trust its staff to make those decisions. Ermeling stated that they have to have a day to take time to catch up as well.

***Motion by Ermeling, second by Pinsonneault to direct staff to post available inspection hours of Monday through Friday with staff determining what hours will be for inspections.***

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

<u>Trustee</u>	<u>Present</u>
<b>Cronin, Steve</b>	<b>YES</b>
<b>Ermeling, Barb</b>	<b>YES</b>
<b>Jordan, Joe</b>	<b>NO</b>
<b>Maloney, Mark</b>	<b>YES</b>
<b>Pinsonneault, Jim</b>	<b>YES</b>
<b>Weiland, Jamie</b>	<b>YES</b>
<b>Zeyghami, Hooshang</b>	<b>YES</b>

45. Discussion and/or action on the Sale or Purchase of Property, and Easements Thereof Relating to the Following Parcels: PINs 192-2808-201-0026, 192-2808-201-0029, and 192-2808-201-0021 ([on recording https://youtu.be/gTsjwWhvBLs?t=5108](https://youtu.be/gTsjwWhvBLs?t=5108))

Chief Hunt explained to the Board that Mountain Bay Metro Police Department purchased 7.5 acres of property along Community Center Drive for the new police station which contains a gas line between the two properties. The engineers have laid out the building and are having issues with the setbacks on the lot line near the stormwater pond which is owned by the Village. The lot line would need to be moved

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

---

to provide the ability for the new building and parking lot to be set on the property properly. The lot with the stormwater pond is owned by the Village and the ask is if the Village would work with the police department to provide additional property in order to complete the site plan. Gebert stated there may be a cost to the Village to complete the request.

***Motion by Cronin, second by Jordan to direct Village of Weston staff to work with Chief Hunt and the Mountain Bay Metro Police Department Oversight Board to come up with a land transaction that identifies what needs to be completed in order to make this building move in a forward direction.***

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

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	YES

46. Discussion and/or action on Adoption of a Policy Regarding Attorney Referrals ([on recording https://youtu.be/gTsjwWhvBLs?t=5979](https://youtu.be/gTsjwWhvBLs?t=5979))

***Motion by Cronin, second by Weiland to approve the adoption of an Attorney referrals procedure to the Handbook for Elected and Appointed Village Officials.***

The policy states that only the Board as a whole and/or the Administrator would be allowed to proceed forward with referring items to the Village Attorney unless it is an emergency item or procedural department item.

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

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	YES

47. Discussion and/or action on Release of a Portion of TIF Development Incentive for the Property Located at 2302 Schofield Avenue (Project # 20240110) ([on recording https://youtu.be/gTsjwWhvBLs?t=6095](https://youtu.be/gTsjwWhvBLs?t=6095))

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

---

***Motion by Cronin, second by Zeyghami to approve the reimbursement of 75 percent or \$337,500 of the original \$450,000 TIF 2 reimbursement for the project at 2302 Schofield Avenue to the developer, 6207 RLSS, LLC.***

Cronin stated that his motion was based on the report from staff that over 75 percent of the project is completed, and the developer has a long-standing relationship with the Village. Pinsonneault stated that the Development Agreement clearly identifies the definition of substantial completion, and he does not feel that 75 percent complete satisfies the definition in the Development Agreement. Higgins stated that this was brought before the Board on the asking of the developer to assist with project costs. There is currently one tenant, and two additional tenants are under construction. The majority of the landscaping had been installed prior to winter which staff will verify by a final walk through in the spring at which time it is scheduled for a project completion closeout.

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

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	NO
Weiland, Jamie	YES
Zeyghami, Hooshang	YES

48. Discussion and/or action on a Wisconsin Public Service Easement in Yellowbanks Park (on recording <https://youtu.be/gTsjwWhvBLs?t=6603>)

***Motion by Pinsonneault, second by Jordan to approve the easement request from WPS for a 12-foot wide easement for underground gas facilities along the eastern edge of Yellowbanks Park as shown on the attached Exhibit A for Easement Document 3328444.***

Zeyghami stated that he would like to see included more detailed information in the easement for restoration.

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

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	YES

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

---

49. Discussion and/or action on Questions for Annual Employee Survey (on recording <https://youtu.be/gTsjwWhvBLs?t=6711>)

Gebert stated that Finance and Human Resources wanted to see staff explore a survey with a third-party vendor so that responses would be set against the national market and also that it be truly anonymous.

***Motion by Pinsonneault to defer action until April. Motion withdrawn.***

***Motion by Cronin, second by Weiland to accept the recommendation from Finance and Human Resources Committee.***

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

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	YES

50. Discussion and/or action on Installing Driveway at Municipal Center onto Ross Avenue (on recording <https://youtu.be/gTsjwWhvBLs?t=7188>)

***Motion by Zeyghami, second by Jordan to direct staff to create a road located on the south side of the Municipal Center and exiting out to Ross Avenue.***

This item came before the Board ahead of the April election to assist in the exiting of cars on Election Day. Board discussion was not in favor of the quick turnaround of a road and asked staff to look to other alternatives.

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

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	NO
Ermeling, Barb	NO
Jordan, Joe	NO
Maloney, Mark	NO
Pinsonneault, Jim	NO
Weiland, Jamie	NO
Zeyghami, Hooshang	NO

51. Discussion and/or action on 2025 Salvaged Base Course Crushing Contract Bid Results (on recording <https://youtu.be/gTsjwWhvBLs?t=7674>)

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

---

***Motion by Zeyghami, second by Jordan to award the 2025 Recycled Asphalt Crushing project to King Gravel, Inc. for a unit price of \$3.94/ton for an estimated project total of \$74,860.***

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

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	YES

- 52.** Discussion and/or action on Schofield Ave (Normandy St to Birch St) Construction Contract Bid Results ([on recording https://youtu.be/gTsjwWhvBLs?t=7689](https://youtu.be/gTsjwWhvBLs?t=7689))

***Motion by Cronin, second by Zeyghami to award the Schofield Avenue (Normandy Street to Alderson Street) reconstruction contract to Haas Sons, Inc. for a total project bid amount of \$6,248,725.25.***

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

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	YES

- 53.** Discussion and/or action on Billable Rates ([on recording https://youtu.be/gTsjwWhvBLs?t=7718](https://youtu.be/gTsjwWhvBLs?t=7718))

***Motion by Ermeling, second by Cronin to approve the rates for billing outside entities as presented.***

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

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	YES

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

---

54. Discussion and/or action on April Board of Trustee Meeting Date (on recording <https://youtu.be/gTsjwWhvBLs?t=7768>)

*Motion by Cronin, second by Ermeling to hold a special Board of Trustees' meeting on April 15, 2025, at 6:00 p.m. and the regular Board of Trustees' meeting on April 21, 2025, at 6:00 p.m.*

Yes Vote: 7 No Votes:0 Abstain:0 Not Voting: 0 Result: Pass

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	YES

(on recording <https://youtu.be/gTsjwWhvBLs?t=8154>)

**MOTION TO MOVE TO CLOSED SESSION Pursuant to Wis. Stat. § 19.85(1)(e)**, Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session to wit:

- Residential Waste and Recyclable Material Collection Contract

*Motion by Cronin, second by Weiland to move to closed session at 8:30 p.m.*

Yes Vote: 7 No Votes:0 Abstain:0 Not Voting: 0 Result: Pass

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	YES

(Present in closed session: Maloney, Cronin, Ermeling, Jordan, Pinsonneault, Weiland, Zeyghami, Gebert, Brehm, Trautman, Higgins, and Wodalski)

**RECONVENE TO OPEN SESSION** (on recording <https://youtu.be/gTsjwWhvBLs?t=8225>)

*Motion by Ermeling, second by Weiland to reconvene to open session at 8:49 p.m.*

Yes Vote: 7 No Votes:0 Abstain:0 Not Voting: 0 Result: Pass

<u>Trustee</u>	<u>Present</u>
----------------	----------------

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

---

Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	YES

**POSSIBLE ACTION ON CLOSED SESSION ITEMS**

- Residential Waste and Recyclable Material Collection Contract

*Motion by Cronin, second by Zeyghami to send the Residential Waste and Recyclable Material Collection Contract out for bid and as part of the bid to continue the service of the complimentary municipal collection as well as the bulk item drop off.*

Yes Vote: 7 No Votes:0 Abstain:0 Not Voting: 0 Result: Pass

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	YES

*Motion by Pinsonneault, second by Cronin to amend prior motion to include the language timelines of 3, 5, 7, or 10 years in the bid.*

Yes Vote: 7 No Votes:0 Abstain:0 Not Voting: 0 Result: Pass

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	YES

**ATTORNEY REFERRALS**

None.

**ADMINISTRATOR REFERRALS**

None.

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

---

**REMARKS FROM TRUSTEES** (on recording <https://youtu.be/gTsjwWhvBLs?t=7951>)

Weiland would like to see Kennedy Park as a standing item on the Board agenda again. Gebert stated that it was decided to be on the Parks and Recreation Committee meeting agenda.

**REMARKS FROM THE PRESIDENT**

None.

**FUTURE ITEMS**

Next meeting date(s):

- Tuesday, April 15, 2025, at 6:00 p.m.

**ADJOURN**

*Motion by Ermeling, second by Weiland to adjourn at 8:50 p.m.*

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

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	YES



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

---

Tuesday, April 15, 2025, at 6:00 p.m.

**AGENDA ITEMS**

1. **Board of Trustees Meeting called to order by President Maloney**

President Maloney called the Special Board of Trustees meeting to order at 6:00 p.m.

2. **Pledge Allegiance to the Flag**

3. **Roll Call by Clerk for Board of Trustees**

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES (via Zoom)
Vacant	----

**PUBLIC COMMENTS** (on recording <https://youtu.be/fOlqG3DVhjc?t=160>)

President Maloney read a public comment sent by Roy Mumber, 6107 Babl Lane, Weston, via email who spoke in support of Hooshang Zeyghami filling the vacant trustee spot on the Board.

President Maloney read a public comment by Shannon Grabko, 6213 Quentin Street, Weston, via email who spoke in support of Hooshang Zeyghami filling the vacant trustee spot on the Board.

Sara Pinsonneault, 5002 Arrow Street, Weston, spoke in support of Jim Pinsonneault stating that she felt he has been relentlessly attacked. She felt that the best interest of the residents has not being regarded in the past few months.

**MINUTES FROM PREVIOUS MEETINGS** (on recording <https://youtu.be/fOlqG3DVhjc?t=415>)

4. Acknowledge March 24, 2025, Park and Recreation Committee meeting minutes

***Motion by Ermeling, second by Cronin to acknowledge March 24, 2025, Park and Recreation Committee meeting minutes***

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

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES

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

---

Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Vacant	----

**UNFINISHED BUSINESS**

**NEW BUSINESS**

5. Discussion and/or action on the Appointment of a Candidate to Fill the Trustee Vacancy for the Two-Year Term of April 15, 2025, through April 19, 2027 ([on recording https://youtu.be/fOlgG3DVhic?t=437](https://youtu.be/fOlgG3DVhic?t=437))

***Motion by Pinsonneault, second by Weiland to direct staff to prepare a plan of action to advertise the trustee vacancy on the Board of Trustees to serve until the next regular election in April of 2026 whereby the trustee vacancy will be filled by the decision of the electorate for the remainder of the 24-month term.***

Discussion was held where Pinsonneault recited Wis. Stat. §17.24 as to how vacancies would be filled in village offices. Pinsonneault stated he felt that the voters in the Village did not understand that the outcome of the election may result in a vacancy on the Board and stated he wants the people to decide who will fill the vacant trustee position. Cronin stated that any person in the Village could have taken out papers and run for trustee and that Hooshang Zeyghami did exactly that and he believes that he should fill the trustee vacancy based on the votes received in the April election. Ermeling stated that a special election would have a low turnout and expense associated with it and does not believe the Board should go one year without that seat being filled.

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

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	NO
Ermeling, Barb	NO
Jordan, Joe	NO
Maloney, Mark	NO
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Vacant	----

***Motion by Cronin, second by Ermeling to appoint Hooshang Zeyghami to the term beginning April 15, 2025, through April 19, 2027.***

Roll call vote requested.

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

---

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

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	NO
Weiland, Jamie	NO
Vacant	---

Hooshang Zeyghami was provided the Oath of Office by Clerk Brehm and took his seat for the remainder of the meeting.

6. Discussion and/or action on President's Appointments to Committees and/or Commissions ([on recording https://youtu.be/fOlqG3DVhjc?t=1804](https://youtu.be/fOlqG3DVhjc?t=1804))

***Motion by Pinsonneault to defer action until April 21, 2025, due to the list of potential appointments not being made available to the Board for review in advance of the meeting as previously requested in January of 2025. No second. Motion failed.***

President Maloney went through the entire proposed listing of Committee, Commission, and Board Appointments, Assignments and Nominations for 2025.

***Motion by Ermeling, second by Jordan to approve President appointments as presented.***

Weiland requested to be placed back on Tourism. Maloney stated that he would like Tourism to remain a five-member commission and would like it to hold more resident appointments than Board appointments plus the hotelier.

Roll call vote was requested.

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

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	NO
Weiland, Jamie	NO
Zeyghami, Hooshang	YES

7. Discussion and/or action Attorney Referral Request Regarding March 17, 2025, Board Determination to Release a Portion of TIF Development Incentive for the Property

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

---

Located at 2302 Schofield Avenue (Project #20240110) (on recording <https://youtu.be/fOlgG3DVhjc?t=2568>)

***Motion by Pinsonneault, second by Weiland to approve the attorney referral and ask staff to direct the request regarding the Board's determination to release a portion of the TIF development incentive to the property located at 2302 Schofield Avenue (Project #20240110) to the village attorney.***

Pinsonneault asked if any funds were disbursed to the developer. Trautman said that the funds were paid to the developer as approved by the Board. Pinsonneault asked if the assessor had been contacted to make a determination of the assessed value on the property. Maloney stated that the assessor has placed a current valuation on the property of \$2,018,800. Pinsonneault asked if the architect has been provided with a certificate of substantial completion. Maloney stated that it has been filed. Pinsonneault asked if the developer provided a list of expenditures with respect to actual costs for site preparation and construction. Higgins stated that has not been done yet, an estimate has been provided. Pinsonneault asked if staff were aware that the developer had delinquent property taxes in the TIF district and if they contacted the developer in this regard. Trautman stated that the County is responsible for following up on delinquent taxes after January 31.

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

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	NO
Ermeling, Barb	NO
Jordan, Joe	NO
Maloney, Mark	NO
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	NO

8. Discussion and/or action Attorney Referral Request Regarding Development Agreements (on recording <https://youtu.be/fOlgG3DVhjc?t=2997>)

***Motion by Pinsonneault, second by Weiland to approve the attorney referral and ask staff to direct the request regarding the Village's development agreement to the Village attorney and advise the attorney of the tax liabilities owed by the developer and ask that he incorporates the language into all the development agreements moving forward which would prevent the dispersal of funds to a party who owes the Village money.***

Maloney asked if the Village has ever withheld because of past due taxes. Trautman said that licenses and permits have been withheld if taxes were not paid. Higgins stated that the only thing needing to be finalized is the landscaping and that would be completed late next month when vegetation is growing.

Roll call vote was requested.

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

---

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

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	NO
Weiland, Jamie	NO
Zeyghami, Hooshang	YES

9. Discussion and/or action on Approval of Proclamation 2025-001 Arbor Day Observance  
(on recording <https://youtu.be/fOlG3Dvhjc?t=3220>)

***Motion by Ermeling, second by Cronin approve Proclamation 2025-001 designating May 23, 2025, as Arbor Day in the Village of Weston.***

Yes Vote: 7 No Votes:0 Abstain:0 Not Voting: 0 Result: Pass

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	YES

10. Discussion and/or action on Acceptance of a Knowles-Nelson Stewardship Program-  
Outdoor Recreation Aids Grant Contract for Improvements at Yellowbanks Park (on  
recording <https://youtu.be/fOlG3Dvhjc?t=3256>)

***Motion by Cronin, second by Jordan to accept the Knowles-Nelson Stewardship Program-Outdoor Recreation Aids Grant Contract and award for Improvements at Yellowbanks Park***

Pinsonneault asked for clarification of the total cost. Osterbrink said it would be roughly \$98,500, but following Plan Commission review of the site plan, the driveway entry will need to be widen and a light added to the parking lot. While these items will likely increase cost, between the grants received, possible opportunities for additional grants, staff labor and materials provided, staff feels comfortable with the costs. Plus, the landing will be ADA accessible, which is a benefit to our overall recreation amenities in the Village.

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

---

Yes Vote: 7 No Votes:0 Abstain:0 Not Voting: 0 Result: Pass

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	YES

11. Discussion and/or action on proceeding with Architectural and Structural Services for Kennedy Park ([on recording https://youtu.be/fOlqG3DVhjc?t=3663](https://youtu.be/fOlqG3DVhjc?t=3663))

***Motion by Zeyghami, second by Weiland to proceed with the Architectural and Structural Services Agreements for the Kennedy Park Project.***

Zeyghami stated he would like to see the architect add additional features to the park to dress it up. Pinsonneault requested that changing stations in the restrooms be added to the contract and also would like to see the lock designs for the bathrooms include the correct locks, etc., so there is not a hold up when it comes time to open the restrooms.

Yes Vote: 7 No Votes:0 Abstain:0 Not Voting: 0 Result: Pass

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	YES

12. Discussion and/or action on a Contract with Go Full Nelson Marketing for the Kennedy Park Project ([on recording https://youtu.be/fOlqG3DVhjc?t=3824](https://youtu.be/fOlqG3DVhjc?t=3824))

***Motion by Ermeling, second by Jordan to approve Go Full Nelson Kennedy Park Project Proposal Agreement with the recommendation made by the Parks and Recreation Committee.***

Cronin asked where these funds were coming from. Gebert stated they were coming from the Village—these would be remaining funds that were set aside for marketing at Kennedy Park purposes.

Yes Vote: 7 No Votes:0 Abstain:0 Not Voting: 0 Result: Pass

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES

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

---

Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	YES

13. Discussion and/or action on Recommendation from Park and Recreation Committee Regarding Kennedy Park Renovation Naming Rights Request for Field #4 to be the "Karen and Gary Rajek Memorial Field" (on recording <https://youtu.be/fOlgG3DVhjc?t=4079>)

***Motion by Ermeling, second by Jordan to approve the "Karen and Gary Rajek Memorial Field" or "Rajek Field" naming rights for Field #4 of the Kennedy Park Renovation Project.***

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

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	YES

14. Discussion and/or action on Recommendation from Parks and Recreation Committee Regarding Kennedy Park Renovation Naming Rights Request for the First Light Pole on Field #5 to be Named in Honor of Bradyn Bohn (on recording <https://youtu.be/fOlgG3DVhjc?t=4105>)

***Motion by Weiland, second by Pinsonneault to approve the first light placed on Field #5 of the Kennedy Park renovation to be named in honor of Bradyn Bohn.***

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

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	YES

15. Discussion and/or action on 2025 Crack Sealing Bid Award (on recording <https://youtu.be/fOlgG3DVhjc?t=4139>)

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

---

*Motion by Zeyghami, second by Jordan to recommend and award the 2025 crack sealing project to Precision Sealcoating for a total price of \$80,000.*

Yes Vote: 7 No Votes:0 Abstain:0 Not Voting: 0 Result: Pass

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	YES

16. Discussion and/or action on 2025 Gilsonite Sealing Bid Award ([on recording https://youtu.be/fOlgG3DVhjc?t=4157](https://youtu.be/fOlgG3DVhjc?t=4157))

*Motion by Zeyghami, second by Jordan to recommend and approve the 2025 Gilsonite Pavement Sealing Project to Fahrner Asphalt for a total bid price of \$112,869.56.*

Yes Vote: 7 No Votes:0 Abstain:0 Not Voting: 0 Result: Pass

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	YES

17. Discussion and/or action on 2025 Asphalt Overlay Bid Award ([on recording https://youtu.be/fOlgG3DVhjc?t=4192](https://youtu.be/fOlgG3DVhjc?t=4192))

*Motion by Zeyghami, second by Jordan to approve the 2025 asphalt overlay project to American Asphalt based on their base bid of \$348,638.*

Yes Vote: 7 No Votes:0 Abstain:0 Not Voting: 0 Result: Pass

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	YES

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

---

18. Discussion and/or action on Shorey Ave (CR-X to Heeren St) Repaving Bid Award (on recording <https://youtu.be/fOlgG3DVhjc?t=4210>)

***Motion by Pinsonneault, second by Zeyghami to award the 2025 Shorey Avenue repaving project to American Asphalt based on their total bid of \$265,785.50 for the section of Shorey Avenue from CR-X to Anastasia Drive and to direct staff to put out bids for any additional repaving work in the Village of Weston for 2025 to utilize funds allocated but not awarded for road maintenance and repairs and to incorporate into the bid document that work can be completed or scheduled in accordance with other Village projects to minimize mobilization costs by the contractor.***

Wodalski stated that the bids came in lower than he expected, and the agenda item is to add additional road work that needs to be completed to make the most of the funds that have been approved. If there are additional funds remaining, it is the current practice for the public works department to complete additional road repair in the vicinity of the project.

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

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	YES

19. Discussion and/or action on E. Jelinek Avenue Change Order #3 (on recording <https://youtu.be/fOlgG3DVhjc?t=4379>)

***Motion by Zeyghami, second by Jordan to approve Change Order #3 for the E. Jelinek (CR-X to Mesker) and Von Kanel (Barbican Avenue to Schofield Avenue) construction contract to increase the construction amount by \$5,645.53 to a new price of \$2,327,190.03.***

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

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	YES

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

---

20. Discussion and/or action on Weston Avenue (West Phase) Change Order #2 (on recording <https://youtu.be/fOlgG3DVhjc?t=4396>)

***Motion by Zeyghami, second by Jordan to approve Change Order #2 for the Weston Avenue (CR-X to Ryan Street and Cross-Country Utility) Construction Project.***

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

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	YES

**ATTORNEY REFERRALS**

None.

**ADMINISTRATOR REFERRALS**

None.

**REMARKS FROM TRUSTEES** (on recording <https://youtu.be/fOlgG3DVhjc?t=4433>)

Pinsonneault welcomed Hooshang Zeyghami back to the Board of Trustees. Jordan stated he appreciated all the work that is put into selection for the Committees and Commission appointments. Zeyghami thanked the Board for being able to serve as Trustee again. Weiland stated that it was agreed that a small group meeting was going to be set for parks but that meeting has not yet been set.

**REMARKS FROM THE PRESIDENT**

Maloney wished everyone a Happy Easter.

**FUTURE ITEMS**

Next meeting date(s):

- Tuesday, April 21, 2025, at 6:00 p.m.

**ADJOURN**

***Motion by Ermeling, second by Cronin to adjourn at 7:18 p.m.***

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

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Jordan, Joe	YES

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

---

<b>Maloney, Mark</b>	<b>YES</b>
<b>Pinsonneault, Jim</b>	<b>YES</b>
<b>Weiland, Jamie</b>	<b>YES</b>
<b>Zeyghami, Hooshang</b>	<b>YES</b>

**Village of Weston, Wisconsin  
OFFICIAL PROCEEDINGS OF THE  
VILLAGE COMMUNITY LIFE AND PUBLIC SAFETY (CLPS) COMMITTEE MEETING**  
held on Monday, April 7, 2025, at 5:00 p.m., in the Board Room, at 4747 Camp Phillips Road

**AGENDA ITEMS.**

---

**1. Meeting called to order by CLPS Chair and Village Trustee, Jim Pinsonneault, at approximately 5:00 p.m.**

**2. Pledge of Allegiance to the Flag.**

**3. Roll Call and Declaration of Quorum by Secretary Parker.**

Roll call indicated seven (7) CLPS members present.

<u>Member</u>	<u>Present</u>
Pinsonneault, Jim {Chair}	YES
Ermeling, Barbara {Vice Chair}	YES
Clark, Katrina	YES
Czerwonka, John	YES
Kamke, Kirk	YES
Lopes-Serrao, Luis	YES
Olson, Brent	YES

Village Staff in attendance, in-person: Gebert, Wodalski, Maguire, Falkowski, Hunt, Finke, and Parker.

Village Staff in attendance, via Zoom: None

Board of Trustees Members Present in the audience, in-person: None

Board of Trustees Members Present in the audience, via Zoom: None

Audience Members in attendance, in-person: There were no audience members present, in-person.

Audience Members in attendance, via Zoom: There were no audience members present, via Zoom.

**4. Reading of Mission Statement.**

Lopes-Serrao read the Mission Statement of CLPS.

**PUBLIC COMMENT** [0:01:10 Zoom Meeting Recording]

None.

**MINUTES FROM PREVIOUS MEETINGS** [0:1:30 Zoom Meeting Recording]

**5. Approve Minutes from March 3, 2025, CLPS Meeting.**

***Motion by Ermeling, second by Clark: to approve the March 3, 2025, CLPS meeting minutes.***

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

<u>Member (PC)</u>	<u>Voting</u>
Pinsonneault, Jim {Chair}	YES
Ermeling, Barbara {Vice Chair}	YES
Clark, Katrina	YES
Czerwonka, John	YES
Kamke, Kirk	YES
Lopes-Serrao, Luis	YES
Olson, Brent	YES

Pinsonneault moved down to Agenda Item #7.

## WRITTEN COMMUNICATIONS RECEIVED

None.

## ACKNOWLEDGE REPORTS FROM DEPARTMENTS [0:02:14 Zoom Meeting Recording]

### 6. Code Enforcement Update

Maguire showed the status report, that was included in the packet. Maguire stated it was a relatively quiet month and anticipates things picking up once spring shows up. He then brought up the list of open cases, that was included in the packet.

Pinsonneault questioned the older cases (2021 and 2023). Maguire commented that several of those are properties where the resident is either deceased or in jail, and either in probate or will need to work with Circuit Court.

### ***Motion by Lopes-Serrao, second by Clark: to acknowledge the Code Enforcement Update Report.***

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

<u>Member (PC)</u>	<u>Voting</u>
Pinsonneault, Jim {Chair}	YES
Ermeling, Barbara {Vice Chair}	YES
Clark, Katrina	YES
Czerwonka, John	YES
Kamke, Kirk	YES
Lopes-Serrao, Luis	YES
Olson, Brent	YES

Pinsonneault then moved down to Agenda Item #8.

## UNFINISHED BUSINESS

### 7. Discussion and/or action on further updates regarding Future Exploration of Commercial Building Inspections Program [0:01:50 Zoom Meeting Recording]

Maguire stated due to staffing levels during the month of March, there are no updates to this.

Pinsonneault then went back up to agenda Item #6.

**8. Discussion and/or action on proposed amendments to Chapter 42 Law Enforcement**  
*[0:05:48 Zoom Meeting Recording]*

Gebert stated she just wanted to keep this item on the agenda, and Hunt confirmed there is no update on this.

Gebert commented that Chapter 26 Court needs to match in every municipality, as far as the Rothschild Area Municipal Court goes. Hunt stated the Clerk has been on vacation, and just got back, so he has not had a chance to check with her on this yet, to see if there are certain procedures to be added.

**Motion by Olson, second by Ermeling: to defer action on Chapter 42 Law Enforcement until next month.**

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

<u>Member (PC)</u>	<u>Voting</u>
Pinsonneault, Jim {Chair}	YES
Ermeling, Barbara {Vice Chair}	YES
Clark, Katrina	YES
Czerwonka, John	YES
Kamke, Kirk	YES
Lopes-Serrao, Luis	YES
Olson, Brent	YES

**NEW BUSINESS**

**9. Update on Raze or Repair Order for Aspen Street Apartments, located at 4911, 5003, 5007, 5011, 5013, & 5107 Aspen Street** *[0:07:28 Zoom Meeting Recording]*

Maguire stated there was a follow-up inspection that needed to be taken care of after he returned from vacation, and the current Trustee of the LLC did not get back to him (on scheduling something) until last Thursday or Friday. However, all six (6) of these properties are now under new ownership (Atlas II, LLC – Keaton Schultz)

Maguire stated through his email communications, it sounds like the fire alarm issues have been resolved. He stated that now that these properties are under new ownership, we will need to start the process over again. He stated everything is recorded. He stated that his goal now is to set up a meeting with the new owner so that he can go over all the issues on these properties.

Hunt stated that MBMPD has been tackling a lot of the vehicle and junk issues that have been out there.

Gebert stated that through the Special Assessment Letter that is provided to the Title Company, for the new owner, at the closing of the sale, the Raze and Repair Order would have been noted. She stated that while we would have to start the noticing process over, the new owner should be aware of the Order and the deficiencies.

Maguire stated he does know the new owner, through the ownership of Stillwater Landing Mobile Home Park.

Hunt commented on County Records, it shows the new owner purchased these properties for \$4.2 million.

Pinsonneault questioned how the re-noticing starts. Maguire stated he will need to research this in State Statutes to verify how the re-noticing process works. Olson is hoping that for the amount of money the new owner paid, hopefully they are planning to protect their investment.

Lopes-Serrao noted in the Agenda item heading, the address of 5013 should be 5103.

No action taken.

**10. Discussion and/or action on proposed amendments to Chapter 90 Vegetation [0:13:08 Zoom Meeting Recording]**

Falkowski suggested two updates to this Chapter. Under 90.102(9)(a) the term “gypsy moth caterpillars” needs to change to “spongy moth”, as it is now politically incorrect. She stated that under 90.102(12)(c) the dates of no cutting or pruning of oaks has been changed, by the DNR, to April 15 to July 15.

Czerwonka questioned under Definitions, 90.101(1), for “Destroy” and the reference to pasturing livestock, if there are any livestock farms in Weston, which it was confirmed there are livestock farms in Weston.

Czerwonka asked who the “Weed Commissioner” is for Weston. It was stated that President Mark Maloney is the current Weed Commissioner, and how we name/appoint a new Board member as Weed Commission every two years. It was explained that the title “Weed Commissioner” comes from State Statutes.

There was some discussion on the action taken by the Weed Commission. Lopes-Serrao pointed out that in this ordinance (90.101(5)(a), it states “The Weed Commissioner and/or his/her designees are expressly authorized...”. It was stated that Village staff typically handles the violations for this.

Pinsonneault questioned on the last page, the “Tree and stump removal standards” 90.102(13)(b), and if we completed all the stump grinding and hole filling for all the Ash trees that were removed. Falkowski stated if the removal was trees located in the Village parks and Village rights-of-way, they were. Pinsonneault questioned if this is typically done within 2 weeks of tree removal (as noted in the

ordinance). Falkowski stated that if there are a lot of trees to remove, they will cut the trees and then once all are cut, rent a stump grinder to go back through and grind the stumps out, and fill in the holes with topsoil and grass seed. She stated maybe this needs to be amended to allow them more time.

Wodalski reads the statement as once the hole is created that it needs to be filled within two weeks, not the entire process, so that language can stay.

Lopes-Serrao suggested staff make the discussed changes and bring this back next month for action.

***Motion by Lopes-Serrao, second by Ermeling: to defer action on Chapter 90 Vegetation until next month.***

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

Voting

Member (PC)

Pinsonneault, Jim {Chair}	YES
Ermeling, Barbara {Vice Chair}	YES
Clark, Katrina	YES
Czerwonka, John	YES
Kamke, Kirk	YES
Lopes-Serrao, Luis	YES
Olson, Brent	YES

**ANNOUNCEMENTS** [0:24:32 Zoom Meeting Recording]

None.

**REMARKS FROM COMMITTEE MEMBERS** [0:24:40 Zoom Meeting Recording]

Lopes thanked the Police Department and the staff for the great work done on Election Day, in allowing everything to move through here smoothly.

**ITEMS FOR NEXT AGENDA** [0:25:26 Zoom Meeting Recording]

Gebert stated next month we will bring back Agenda Item #7, 8, 9 & 10 back with updates, plus starting to review a portion of Nuisance chapter (as it is a long chapter).

**a. Next Regular Meeting Date – Monday, May 5, 2025, at 5:00 p.m.**

**ADJOURNMENT**

***Motion by Clark, second by Lopes-Serrao: to adjourn at 5:26 p.m.***

Jim Pinsonneault, Village Trustee and CLPS Chair  
Jami Gebert, Village Administrator

DRAFT



Accepted: February 25, 2025

1. Call to Order:

Chairman Ryan Simmons called the meeting to order at 9:01 a.m. Members present: Ron Feit, Jeff Wickersham, Jeff Micholic, Dan Vergin, Chris Osswald, and Chairman Ryan Simmons. Commission member Jim Dahlgren is excused. Also present: Chief of Police Jeremy Hunt, Captain Kevin Ostrowski, and Sergeant Luke Misslin.

2. Announcements and Statements from the Audience: None.

3. Minutes of Previous Meeting(s):

**Motioned by Feit/Micholic to Approve the Police Commission Meeting Minutes of December 4, 2024 as Presented. Questioned and carried 6:0.**

4. Day-to-Day Operations:

Chief Hunt gave an update on his department.

- Chief Hunt discussed the building and/or space needs for the department.

5. Consideration of Motion to Adjourn to Closed Session Pursuant to Wisconsin Statutes Section 19.85 (1)(C) Considering Employment, Promotion, Compensation or Performance Evaluation Data of Any Public Employee Over which the Governmental Body has Jurisdiction or Exercises Responsibility, Specifically Conducting Interviews of Candidates for a Police Officer for the Mountain Bay Metropolitan Police Department:

**Motioned by Wickersham/Vergin to Adjourn to Closed Session at 9:10 a.m. Roll call vote: Ron Feit – Aye; Jeff Wickersham – Aye; Jeff Micholic – Aye; Dan Vergin – Aye; Chris Osswald – Aye; and Chairman Ryan Simmons – Aye. Motion carried unanimously.**

6. Motion to Reconvene into Open Session and take Action Regarding Items Discussed in Closed Session:

**Motioned by Vergin/Wickersham to Reconvene into Open Session at 10:15 a.m. Questioned and carried 6:0.**

**Motioned by Vergin/Wickersham to Authorize the Chief of Police to Move Forward with Items Discussed in Closed Session. Questioned and carried 6:0.**



Accepted: February 25, 2025

7. Consideration of Motion to Adjourn to Closed Session Pursuant to Wisconsin Statutes Section 19.85 (1)(B) Considering Dismissal, Demotion, Licensing or Discipline of Any Public Employee Specifically Related to the Police Department:

**Motioned by Vergin/Wickersham to Adjourn to Closed Session at 10:20 a.m. Roll call vote: Ron Feit – Aye; Jeff Wickersham – Aye; Jeff Micholic – Aye; Dan Vergin – Aye; Chris Osswald – Aye; and Chairman Ryan Simmons – Aye. Motion carried unanimously.**

8. Motion to Reconvene into Open Session and take Action Regarding Items Discussed in Closed Session:

**Motioned by Wickersham/Osswald to Reconvene into Open Session at 10:30 a.m. Questioned and carried 6:0.**

**No Action Taken.**

9. Set Date, Time, and Agenda Items to Discuss at Next Meeting:

Next meeting is not yet determined at this time.

10. Adjourn:

**Motion by Vergin/Feit to Adjourn. Questioned and carried 6:0. Meeting Adjourned at 10:40 a.m.**

Reviewed and agreed: Jeff Micholic, Commission Secretary  
Prepared by: Elizabeth Felkner, Clerk

**MOUNTAIN BAY METROPOLITAN POLICE  
OVERSIGHT BOARD MEETING MINUTES  
December 18, 2024**



Accepted: February 26, 2025

1. Call to Order:

Chairman Dan Mortensen called the meeting to order at 4:00 p.m. Members present: Mark Maloney, Dan Helgeson, Jim Pinsonneault, Jamie Weiland (virtual), and Chairman Dan Mortensen. Also present: Chief of Police Jeremy Hunt, Captain Nicholas Aldrich, Rothschild Administrator Ryan VanDeWalle, Weston Administrator Jami Gebert, and Clerk Elizabeth Felkner.

2. Announcements and Statements from the Audience: None.

3. Minutes of Previous Meeting(s):

Ms. Felkner mentioned the verbiage changes on page 2 agenda item 8.

**Motioned by Pinsonneault/Helgeson to Approve the Oversight Board Meeting Minutes of November 20, 2024 with the Changes Noted Above. Questioned and carried 5:0.**

4. Discussion and Possible Action Regarding Board and Commission Members Pay:

Chief Hunt, Mr. VanDeWalle, Ms. Gebert and Ms. Felkner explained to the Board the payout options between Rothschild and Weston elected officials and citizens that attend meetings. Since the budget has been approved, the payouts will take effect in 2025. The Board agreed to not be compensated for their meetings and feel the Commission members receive compensation.

**Motioned by Pinsonneault/Helgeson to Approve the Oversight Board Members Receive \$0.00 and Mountain Bay Metro Commission Members Receive \$60.00 Per Meeting they Attend. Questioned and carried 5:0.**

5. Discussion and Possible Action Regarding Building Plans and Building Budget:

Chief Hunt explained the building plans to the Board. Tim, from the Boldt Company, explained the square footage, cost, and layout of the proposed building. Tim also described the timeline needed to begin the process before the construction of the building. Mr. VanDeWalle, and Ms. Gebert explained the budget breakdown to the Board along with the borrowing timeline each Municipality needs to obtain funds for the building. The administrative staff has been discussing options for grants and donations to help assist with the cost of the building.

Ms. Weiland left the meeting at 4:50 p.m.

**Motioned by Pinsonneault/Helgeson to Move to Continue Working on the Building Plans and Building Budget and Exploring any Additional Funding Sources of State, Local, and Federal. Questioned and carried 4:0.**



Accepted: February 26, 2025

6. Consideration of Motion to Adjourn to Closed Session Pursuant to Wisconsin Statutes Section 19.85 (1)(c) Considering Employment, Promotion, Compensation or Performance Evaluation Data of any Public Employee over which the Governmental Body has Jurisdiction or Exercises Responsibility, to Discuss Chief of Police Performance Evaluation:

**Motioned by Helgeson/Pinsonneault to Adjourn to Closed Session at 5:11 p.m. Roll call vote: Mark Maloney – Aye; Dan Helgeson – Aye; Jim Pinsonneault – Aye; and Chairperson Dan Mortensen – Aye. Motioned carried unanimously.**

7. Motion to Reconvene into Open Session and take Action Regarding Items Discussed in Closed Session:

**Motioned by Helgeson/Maloney to Reconvene into Open Session at 5:25 p.m. Questioned and carried 5:0.**

**Motioned by Pinsonneault/Helgeson to Approve the Performance Evaluation as Discussed in Closed Session. Questioned and carried 4:0.**

8. Set Date, Time, and Agenda Items to Discuss at Next Meeting:

Next meeting is tentatively scheduled for Wednesday, January 15, 2025 at 4:00 p.m.

9. Adjourn:

**Motion by Helgeson/Pinsonneault to Adjourn. Questioned and carried 4:0. Meeting Adjourned at 5:26 p.m.**

Prepared by: Elizabeth Felkner, Clerk



Accepted: March 19, 2025

1. Call to Order:

Vice Chairman Mark Maloney called the meeting to order at 4:30 p.m. Members present: Jamie Weiland, Dan Helgeson, Jim Pinsonneault, and Vice Chair Mark Maloney (virtual). Chairman Dan Mortensen is excused. Also present: Chief of Police Jeremy Hunt, Captain Nicholas Aldrich, Rothschild Administrator Ryan VanDeWalle, Weston Administrator Jami Gebert, and Clerk Elizabeth Felkner.

2. Announcements and Statements from the Audience: None.

3. Minutes of Previous Meeting(s):

**Motioned by Pinsonneault/Helgeson to Approve the Oversight Board Meeting Minutes of December 18, 2024 as Presented. Questioned and carried 4:0.**

4. Discussion and Possible Action Regarding HTG Architecture Contract Amendment:

Mr. VanDeWalle explained that the Board will need to go into further discussion regarding HTG and their contract from the fall of 2024. As the building footprint grew from an estimated \$3 million project and 18,000 sq. ft., it has now increased to nearly \$6.5 million and 26,000 sq. ft., meaning from HTG's end, that more architecture work needs to go into the project. HTG is now offering an additional \$59,000.00, which was originally \$69,000.00. Chief Hunt, Ms. Gebert, and Mr. VanDeWalle met with HTG and The Boldt Company to discuss this large price increase. The Board will need to better understand how this will impact the overall design/project moving forward.

**Motioned by Helgeson/Weiland to Approve the Amendment with HTG Architecture Contract with an Increase of \$59,000.00. Questioned and carried 3:1 (Pinsonneault).**

5. Discussion and Possible Action Regarding Civil Engineering Firm:

The Boldt Company would like MBMPD to seek proposals for civil engineering firms. Some of the firms that might request bids would be JSD, REI, and Vreeland. Mr. VanDeWalle mentioned Mountain Bay Metro has a large funding gap between the current estimated cost of the building and what is budgeted, this would allow for the plans to continue to move forward. Chief Hunt and Ms. Gebert suggested allowing Riverside to be included in the request for proposals.

**Motioned by Weiland/Helgeson to Approve The Boldt Company to Request for Proposals for a Civil Engineering Firm as Requested. Questioned and carried 4:0.**



Accepted: March 19, 2025

6. Discussion and Possible Action Regarding Building Plans and Building Budget Bid Proposals:

Mr. VanDeWalle mentioned that after discussions with Tim from The Boldt Company, he has indicated going out for a first round of bids on the building to gather a more solidified projection that will help to determine the actual costs of the building. Tim feels confident the projections are high, and other contractors in the area may be looking for larger projects for the remainder of 2025 and 2026. Tim explained that per the contract, the pre-construction services is included in the contract cost.

**Motioned by Helgeson/Pinsonneault to Approve The Boldt Company to Conduct the First Round of Bids on the Building and to Solidify Projections to Determine Actual Cost of the Building. Questioned and carried 4:0.**

7. Budget to Actual:

The Board and staff discussed details throughout the budget.

8. Discussion and Possible Action Regarding Employee Survey/Police Operations:

The Board discussed the employee surveys and feel the surveys are resulting very positively.

**Motioned by Pinsonneault/Helgeson to Approve the Submitted Employee Surveys. Questioned and carried 4:0.**

**Motioned by Pinsonneault/Weiland to Authorize a Semi-Annual Survey be Completed by Employees Annually. Questioned and carried 3:1 (Maloney).**

9. Discussion and Possible Action Regarding Current Employee Staffing:

Chief Hunt gave an update on his current employee staffing along with scheduling of staff.

**No Action Taken.**

10. Discussion and Possible Action Regarding Municipal Court Structures/Future Court Structures:

Chief Hunt and Mr. VanDeWalle explained the municipal court name, building expenses, revenues, and process of operations.

**No Action Taken.**



Accepted: March 19, 2025

11. Discussion and Possible Action Regarding Motorola Radios:

Chief Hunt is requesting new radios for the department. The options are APX 6000 Series and APX 8000 Series. The 8000 series have more channel options than the 6000 series. Prior to the merger both departments have been slowly upgrading their equipment. With the merger, the department is short radios.

**Motioned by Pinsonneault/Helgeson to Approve 4 APX 6000 Series Radios Not to Exceed \$12,000.00. Questioned and carried 4:0.**

12. Discussion and Possible Action Regarding I-Pro Body Cameras:

Chief Hunt and Captain Aldrich explained that the department is eligible for a SRT grant to replace the body cameras. Captain Aldrich mentioned that the grant is a match grant, so the department was awarded \$8,764.00. The department will need to purchase the body cameras and submit the purchase to get reimbursed by the grant program. Captain Aldrich is requesting to purchase 18 cameras in the amount of \$18,636.00 with \$8,764.00 of funds being reimbursed from SRT grant funds and the department covering the remaining \$9,872.00.

**Motioned by Weiland/Helgeson to Approve the Purchase of 18 I-Pro Body Cameras Not to Exceed \$18,636.00. Questioned and carried 4:0.**

13. Discussion and Possible Action Regarding Charter Agreement Amendment #1:

Mr. VanDeWalle explained the proposed changes to the Charter Agreement to the Board. The changes are to add compensation amounts for the Oversight Board and Commission members along with appointment terms. Chief Hunt is requesting to reimburse the Commission members for their attendance for 2024 meetings.

**Motioned by Pinsonneault/Weiland to Approve a \$200.00 Stipend for Commission Members for the Attendance of 2024 Meetings and \$60.00 per Meeting for 2025. Questioned and carried 4:0.**

Mr. Pinsonneault requested to have the agreement to say that only in-person attendance members will be compensated and Mountain Bay Metropolitan Police Department will not compensate the Oversight Board Members serving and attending in-person meetings.

**Motioned by Pinsonneault/Helgeson to Approve the Charter Agreement Amendment #1 with the Changes Mentioned Above. Questioned and carried 4:0.**

**MOUNTAIN BAY METROPOLITAN POLICE  
OVERSIGHT BOARD MEETING MINUTES  
February 26, 2025**



Accepted: March 19, 2025

14. Set Date, Time, and Agenda Items to Discuss at Next Meeting:

Next meeting is tentatively scheduled for Wednesday, March 19, 2025 at 4:00 p.m.

15. Adjourn:

**Motion by Pinsonneault/Helgeson to Adjourn. Questioned and carried 4:0.  
Meeting Adjourned at 6:12 p.m.**

Prepared by: Elizabeth Felkner, Clerk

**Village of Weston, Wisconsin**  
**OFFICIAL PROCEEDINGS OF THE FINANCE & HUMAN RESOURCE COMMITTEE**  
held on Monday, March 17, 2025, at 4:30 p.m.  
in the Board Room at the Municipal Center, Chairman Ermeling presiding.

**AGENDA ITEMS.**

- 1 Finance & HR Committee Call to Order & Welcome by Chairperson Ermeling.  
Meeting called to order at 4:31 p.m. by Committee Chairperson Ermeling.
- 2 Pledge of Allegiance to the Flag.
- 3 Roll Call by Recording Secretary.  
Roll call of Finance & HR Committee indicated 6 members present.

<u>Member</u>	<u>Present</u>
Dirks-Luebbe, Micki	YES
Ermeling, Barbara	YES
Farar, Dennis	YES
Hackbarth, Linda	NO - EXCUSED
Meinel, Steve	YES
Olson, Brent	YES
Pinsonneault, Jim	YES

**PUBLIC COMMENTS.**

NA

**MINUTES FROM PREVIOUS MEETING.**

- 4 Approval of minutes from previous Finance & Human Resource meeting: February 17, 2025.  
*Motion by Meinel, second by Pinsonneault, to approve previous minutes.*

Yes Vote: 6    No Votes: 0    Abstain: 0    Not Voting: 0    Result: PASS

<u>Member</u>	<u>Voting</u>
Dirks-Luebbe, Micki	YES
Ermeling, Barbara	YES
Farar, Dennis	YES
Hackbarth, Linda	--
Meinel, Steve	YES
Olson, Brent	YES
Pinsonneault, Jim	YES

**ACKNOWLEDGE WORK PRODUCT TRANSMITTALS.**

- 5 February Budget Status Report.  
Trautman, Finance Director, gave an overview of the draft report.  
*Motion by Meinel, second by Farar, to acknowledge the budget status report.*

Yes Vote: 6    No Votes: 0    Abstain: 0    Not Voting: 0    Result: PASS

<u>Member</u>	<u>Voting</u>
Dirks-Luebbe, Micki	YES

Ermeling, Barbara	YES
Farar, Dennis	YES
Hackbarth, Linda	--
Meinel, Steve	YES
Olson, Brent	YES
Pinsonneault, Jim	YES

6 TIF 1 and TIF 2 Detail Reports for February.

*Motion by Pinsonneault, second by Meinel, to acknowledge the TIF 1 and TIF 2 reports.*

Yes Vote: 6    No Votes: 0    Abstain: 0    Not Voting: 0    Result: PASS

<u>Member</u>	<u>Voting</u>
Dirks-Luebbe, Micki	YES
Ermeling, Barbara	YES
Farar, Dennis	YES
Hackbarth, Linda	--
Meinel, Steve	YES
Olson, Brent	YES
Pinsonneault, Jim	YES

7 Legal Detail For February.

*Motion by Olson, second by Farar, to acknowledge the legal details.*

Farar asked what's the determining factor of what items needs to be review by counsel.

Administrator Gebert explained that this question is on the Board agenda for discussion at tonight's meeting. At this time, there is no policy.

Pinsonneault question if the Cloud Permit concern is resolved.

Gebert said yes, she believes so.

Yes Vote: 6    No Votes: 0    Abstain: 0    Not Voting: 0    Result: PASS

<u>Member</u>	<u>Voting</u>
Dirks-Luebbe, Micki	YES
Ermeling, Barbara	YES
Farar, Dennis	YES
Hackbarth, Linda	--
Meinel, Steve	YES
Olson, Brent	YES
Pinsonneault, Jim	YES

**EDUCATION PRESENTATIONS & REPORTS.**

**OLD BUSINESS.**

**NEW BUSINESS.**

8 Billable Rates

*Motion by Farar, second by Dirks-Luebe, to recommend the Village Board approve the Billable rates.*

Farar inquiry if there is a full time (staff) equivalent rate of salary plus fringes that we use.

Director Trautman summary that we use actual fringes amount for our overhead rates. As for DPW - Street maint, we use the highest paying staff as the billable rate to stay consistent no matter which staff plows the road.

Pinsonneault asked if the rate, Building Inspection, is based on the time they leave out the office to provide the services.

Director of Planning and Development Higgin, said yes.

Yes Vote: 6    No Votes: 0    Abstain: 0    Not Voting: 0    Result: PASS

<u>Member</u>	<u>Voting</u>
Dirks-Luebbe, Micki	YES
Ermeling, Barbara	YES
Farar, Dennis	YES
Hackbarth, Linda	--
Meinel, Steve	YES
Olson, Brent	YES
Pinsonneault, Jim	YES

9 Employee Personnel Policies and Procedures Handbook

- Reestablish Bookmarks

*Motion by Pinsonneault, second by Farar, to direct staff to fix the links.*

Yes Vote: 6    No Votes: 0    Abstain: 0    Not Voting: 0    Result: PASS

<u>Member</u>	<u>Voting</u>
Dirks-Luebbe, Micki	YES
Ermeling, Barbara	YES
Farar, Dennis	YES
Hackbarth, Linda	--
Meinel, Steve	YES
Olson, Brent	YES
Pinsonneault, Jim	YES

- Chapter 10, Employee Conduct and Behavior, Sec. 10.01 Appearance

*Motion by Pinsonneault, second by Meinel, to direct staff to draft modifications to the dress code which better align with the community of Weston Wisconsin in the year 2025. Enforcement of the currently adopted dress worn by staff members for meetings shall be suspended effective immediately.*

Pinsonneault summarized that time has changed and the appearance should be reflected in the Employee Handbook. Also he would like to add is to add a standard personal protection equipment, safety eye wear.

Emerling explained that there was a time when staffs and commission/committee members showed up with inappropriate work clothing and that's why the policy was in place.

Olson and Dirks-Luebbe suggested the policy be changed to "nice standard causal" attire.

*Amend motion by Pinsonneault, second by Meinel, direct staff to draft modifications to the dress code which better align with the community of Weston Wisconsin in the year 2025. Enforcement of the currently adopted dress worn by staff members for meetings shall be suspended effective by next meeting.*

Yes Vote: 6    No Votes: 0    Abstain: 0    Not Voting: 0    Result: PASS

<u>Member</u>	<u>Voting</u>
Dirks-Luebbe, Micki	YES
Ermeling, Barbara	YES
Farar, Dennis	YES
Hackbarth, Linda	--
Meinel, Steve	YES
Olson, Brent	YES
Pinsonneault, Jim	YES

#### 10 Questions for Annual Employee Survey

Gebert presented a list of draft survey questions that she would like to complete in the spring of each year. She also explained that the Village has a software called Survey123, which will be utilized for emailing and collecting results, making responses anonymous and results will be shared with the Committee and Board in aggregated.

Dirks-Luebbe suggests using a third party to conduct the survey instead of in-house and depending on pricing, maybe move the survey to every other year instead.

Gebert agrees with Dirks-Luebbe and will bring this agenda item back next meeting with more research. Gebert comment that it's possible we can ask our neighboring municipality to take the survey for us and we can return the favor for them.

*Motion by Farar, second by Olson, to refer to next month.*

Yes Vote: 6    No Votes: 0    Abstain: 0    Not Voting: 0    Result: PASS

<u>Member</u>	<u>Voting</u>
Dirks-Luebbe, Micki	YES
Ermeling, Barbara	YES
Farar, Dennis	YES
Hackbarth, Linda	--
Meinel, Steve	YES
Olson, Brent	YES
Pinsonneault, Jim	YES

#### 11 What about Weston's TID 1 & 2 along with closure strategy and timelines

Trautman summarized, TIDs are an economic tool available for Wisconsin municipalities. The attached article explains the benefits of TID very well. ACT 12 recently approved by the state had decreased some of the benefit of TIDs, but if a TID is well planned it can be very beneficial for community. The expenditure period for both our TIDs ends in 2026, meaning we cannot have any

new expenses beyond 2026. The mandatory closure for both TIDs is 2031. At this time, staffs are looking to close TIF 1 during 2026 and TIF 2 the following year. Also, one thing to note is when closing TIFs the municipality has the option of using increment for "Affordable housing".

Meinel ask if additional staffs will be hired to administer the Affordable Housing if the municipality chooses to go that route.

Gebert said it depends on how we set it up, it's too early to go into the details. She goes to explain that Affordable housing means housing that costs a household no more than 30 percent of the household's gross monthly income. The remaining portion can be used to improve housing stock in the community. The funds do not have to be spent within a year. Gebert provided a few scenarios.

Ermeling recalls back when she was a clerk, she handle paper works for funds the TOWN received from the state. In the end, they turned over the work to MCDEVCO to have a professional handle the paperwork.

Trautman explained that no action is needed at this moment and this agenda item will come back before April 2, 2026. Also staffs needs to have a meeting with the joint review board in the next few months.

## 12 Zero Based Budgeting

Trautman presented the Finance department budgeting showing each line item. It's too early in the year to update any numbers for 2026, but she plans to bring a different department each month to dive deep and really look to see what kind of expenditures there are.

Pinsonneault question the cell phone reimbursement line item when the staffs have a landline phone in their office.

Trautman explained that currently in the Employee Handbook, salary employees gets reimburse \$50/month, hourly employees gets \$25/month.

Public Works Director, Wodalski, explained that not all staff have a direct office phone number, it is the only way he can reach staffs out in the field.

There was discussion that this would be a great cost saving if cell phone reimburse was removed. Also if using the employee's cellphone is the only way to contact them throughout work hours, maybe the Village can provide a devoted cell phone for that staff.

Emerling would like to have the cell phone reimbursement back next month for discussion.

Pinsonneault asked if the Village has an internal policy of where staffs can purchase the consumable parts.

Trautman said there is no internal policy and with a small municipality, we do not have a purchasing agent. If a staff needs a bolt, they would go to the hardware store.

**REMARKS FROM COMMITTEE MEMBERS.**

**REMARKS FROM CHAIR.**

**FUTURE ITEMS.**

Fire Fee - Can it be classified as a special revenue?

Gebert explained that they are working under the Board's direction to explore and bring back further information. Trautman said to classify it as a Special Revenue, it would need to meet a few qualifications, but unfortunately, we are not far enough to provide an answer yet.

Pinsonneault would like to see another department for zero line budgeting

Next Finance & HR meeting date(s):

- April 21, 2025 @ 5:00 p.m. with Tourism to start at 4:00 p.m.

**ADJOURNMENT.**

*Motion by Meinel, second by Farar, to adjourn the Finance & HR Committee meeting.*

Yes Vote: 6    No Votes: 0    Abstain: 0    Not Voting: 0    Result: PASS

<u>Member</u>	<u>Voting</u>
Dirks-Luebbe, Micki	YES
Ermeling, Barbara	YES
Farar, Dennis	YES
Hackbarth, Linda	--
Meinel, Steve	YES
Olson, Brent	YES
Pinsonneault, Jim	YES

Ermeling adjourned the Finance & HR Committee meeting at 6:05 p.m.

Song Lao, Recording Secretary

**Village of Weston, Wisconsin**  
**OFFICIAL PROCEEDINGS OF THE VILLAGE PLAN COMMISSION MEETING**  
held on Monday, April 14, 2025, at 6:00 p.m., in the Board Room, at 4747 Camp Phillips Road

**AGENDA ITEMS.**

---

**1. Meeting called to order by Plan Commission Chair and Village Trustee Steve Cronin at approximately 6:20 p.m. Roll Call of Village Plan Commission (PC) by Secretary Parker.**

Roll call indicated 5 PC members present.

<u>Member</u>	<u>Present</u>
Cronin, Steve {Chair}	YES
Zeyghami, Hooshang {Vice Chair}	YES
Diesen, Dave	YES
Guerndt, Gary	YES (ZOOM)
Hoffman, Travis	YES
Jordan, Joe	YES
Mumper, Roy	YES

Village Staff in attendance, in-person: Gebert, Higgins, Wodalski, and Parker

Village Staff in attendance, via Zoom: Maguire, Falkowski

Other Village Representatives in attendance, in-person: None

Other Village Representatives in attendance, via Zoom: President Maloney

Audience Members in attendance, in-person: There were 3 audience members present, in-person.

Audience Members in attendance, via Zoom: There was 1 audience members present, via Zoom.

**2. Open Public Comment Period for items that do not appear on this agenda noted as public hearings. [0:00:40 Zoom Recording]**

None.

**3. Written Communications, Disclosures, and Recusals. [0:01:48 Zoom Meeting Recording]**

None.

**4. Minutes from March 10, 2025, PC/ETZ Meeting. [0:01:52 Zoom Recording]**

**Motion by Diesen, second by Hoffman: to approve the March 10, 2025, PC meeting minutes.**

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

<u>Member (PC)</u>	<u>Voting</u>
Cronin, Steve {Chair}	YES
Zeyghami, Hooshang {Vice Chair}	YES
Diesen, Dave	YES
Guerndt, Gary	YES
Hoffman, Travis	YES
Jordan, Joe	YES
Mumper, Roy	YES

**5. Public Hearing – Project #20250100 – Rezone 4803 Mesker Street from SF-S (Single Family Residential – Small Lot) to 2F (Two Family Residential).** [0:02:17 Zoom Meeting Recording]

**a. Open Public Hearing.**

Cronin opened at 6:23 p.m.

**b. Presentation by Applicant and/or Staff**

Higgins stated this is a vacant lot, on the corner of Janice Avenue and Mesker Street, due to the single-family home burning down some years ago. The Village razed the home, as the homeowner walked away from the property. This lot has been being maintained by the Village of Weston, with costs placed on the property tax roll. This property finally came up for Sheriff's Sale this past year and Mr. Cleveland won the bid. She explained that when she was receiving calls about this property, this past year, a lot of the calls were asking about placing a duplex on this lot. She stated that Cleveland is requesting to rezone this lot from SF-S to 2F. Higgins then described the surrounding land uses (mix of single-family, two-family, and Industrial), along with the history of this residential area, where the subdivisions were created for the then Hoffer's Glass Manufacturing plant (now Old Castle Glass). Higgins stated the Future Land Use Map does allow for 2F land uses in this area and possibly MF. Both with Plan Commission discretion. Higgins stated that Cleveland would like to build a duplex on this property that he would reside in half of.

Luke Cleveland, 5009 Mesker Street, Weston, was present in support of the request. He stated that he has been interested in this vacant lot for quite some time and did some research on the property and back taxes. He stated his intention would be to build a duplex, that will be owner-occupied (his family would live in one side). He stated his current home is a duplex, where his family lives in one side and rents out the other, and would like to do the same thing at 5009 Mesker Street, just on a bigger scale. He wants to bring something nice to this neighborhood.

**c. Take Public Comment**

Cronin read a written public comment (attached) in opposition to the rezone request, from Dan & Sue MacDonald, 4713 Mesker Street, that was e-mailed to Parker. Their concerns consisted of potentially lower property values and neighboring parcels currently all single family.

**d. Close Public Hearing**

Cronin closed at 6:29 p.m.

**e. Recommendation from Staff**

Higgins stated this is consistent with the Future Land Use Map, and staff has no issues with this, but it is ultimately the decision of the Plan Commission.

**f. Discussion & Recommendation to Board of Trustees by the Plan Commission**

Mumper stated that he will be very happy to see this lot be redeveloped. He stated this lot has been an economic drain on the Village due to the lost tax revenue and Village costs in maintenance. Mumper stated this is also not a case where you would have one duplex surrounded by all single-family homes, as there are other duplexes nearby. Mumper also commented that this will be owner-occupied, which means it will be kept up.

Guerndt stated that he feels the property value will be the same, if not more, than the single-family homes in that area.

Cronin agrees that this will help the property values in the area. He also stated that you have to take the changes in time into consideration, such as the amount of traffic on this roadway, as compared to 40 years ago when these existing houses were first built.

Diesen commented there is no hardship for the neighborhood adding this duplex.

Zeyghami commented on when a small house was built in his subdivision, they were concerned it would affect property values, but it didn't, and it blended into the neighborhood very nicely.

The Commission went through the Determination (attached):

1. Yes
2. Yes
3. #3 – Growth Patterns
4. Yes

***Motion by Guerndt, second by Diesen: to recommend approval to the Board of Trustees at their 04/21/2025 meeting.***

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

<u>Member (PC)</u>	<u>Voting</u>
Cronin, Steve {Chair}	YES
Zeyghami, Hooshang {Vice Chair}	YES
Diesen, Dave	YES
Guerndt, Gary	YES
Hoffman, Travis	YES
Jordan, Joe	YES
Mumper, Roy	YES

**6. Project #20250149 – Site Plan Review for Yellow Banks Park Kayak Launch [0:14:21 Zoom Meeting Recording]**

Dan Higginbotham, Plover River Land Company, 2625 Northwestern Avenue, Wausau, was present.

Zeyghami pointed out the parking spaces are shown as 20-feet long. He feels if someone comes in with a trailer, they will not fit in that space. Wodalski stated the southern side of the ring road will have a lane for vehicles with trailers to park, as it would be too difficult for someone to back a trailer into the stalls the way this is set up. He stated that vehicles with no trailers would park in the 20-foot parking stalls. Zeyghami feels if there are more than 2 or 3 vehicles with trailers, that parking lane will not be enough. Wodalski stated this will be one-way traffic around the circle. Zeyghami stated that we will need some signing in there to direct the flow of vehicles.

Zeyghami feels the drive lane should be wider than 12 feet. Wodalski stated that they are trying to minimize the impact to the park area. Hoffman stated if you have trailers already parked in that lane and someone else comes, drops off their kayak, and then drives all the way back around to park behind the already parked trailers, how this will be very tight to get around.

Higginbotham stated there are two adjacent parking lots that people can park in, within the overall park. He stated that the current access point into the water is very steep and how with this new one being handicap accessible, they wanted to get this as close to the water as possible.

Cronin brought up the request to not have any curbing around the pavement. He stated he supports this project, and while he does want to save money, he feels if we are requiring all the businesses in Weston add concrete around their pavement, that we should add it here too. Higginbotham pointed out that the Village just built a new parking lot, within this same park (Disc Golf Course), without any curbing. Wodalski clarified there was a parking lot there, but it was

gravel. Zeyghami feels the curbing would definitely protect the edge of the pavement, as vehicles will most likely drive along the edge of it, the way the trailer parking area is designed here.

Zeyghami feels the road should be 20-feet wide to allow for two-way traffic, since it is such a long driveway. He also feels the curve should be wider so that they can turn through the area without going over the curb.

Higginbotham explained the State grant and other local grants and donations that have come in for this project.

Guerndt suggested we put mountable curb in here. He also stated with the soil in the area here being sand, if people were to park on the grass, they would not really be ripping it up, as it would not be muddy.

Wodalski stated with some of the grant requirements, we have to bid this project, and anything that is donated needs to be disclosed in the bid document.

Mumper brought up the Babl Lane and County Road J launch templates and asked if we did not use those templates due to meeting the ADA compliance. Wodalski stated neither of those other two are considered ADA compliant.

Higginbotham pointed out how City of Schofield is modifying their kayak launch, near the Schofield Dam, and how that one will be ADA compliant. This way, people with disabilities that go in here can get out there.

Diesen supports the comments on mountable curb and road being a little wider. Wodalski stated we could keep the circle driveway wider all the way through to allow for more vehicles with trailers to park.

There was some discussion about the potential to tie the two existing park parking lots with this one to provide more access and the reasons why this one needs to be separate.

Cronin suggested we could sign this, with a suggestion that longer trip kayakers park in one of the other parking lots.

Guerndt asked Wodalski if the Village could supply the material, to keep the costs down from the bid. Wodalski stated that we can do certain things in kind, and this is a matching grant, up to \$96,000, where if the Village spends \$48,000, we get \$48,000 from the WI DNR, and if the Village spends \$90,000, we get \$45,000 from the WI DNR. He stated we do need to be careful of that if we have an asphalt price and some concrete, and the dock alone coming in at just about \$40,000, there are requirements we need to maintain. Guerndt asked if the dock needed to be part of the project or if it can be donated. Wodalski stated it needs to be part of the project, as one of the stipulations of the WI DNR grant was that we are creating an ADA accessible ramp.

Cronin summarized that we discussed adding the curbing and widening the two-way areas to 24 feet.

Higgins stated that our code requires 24 feet for a two-way roadway, so the portion coming down from Northwestern needs to be 24 feet. Then the one-way travel areas can be 12-feet wide.

Hoffman questioned what type of dock system this is. Higginbotham stated it is an EZ Dock system (<https://www.ez-dock.com/>). He described how the dock is designed and held into the ground.

Guerndt questioned if the bid could not include site prep work, if it is already being donated by a contractor. Wodalski stated yes, but we just need to disclose it.

Maguire stated the handicap stall must be van accessible. He stated it could be 11-feet wide with a 5-foot aisle, or a large aisle with a smaller stall. Wodalski asked if the hatched-out stall (leads to the ramp) could be used as the aisle. Maguire stated it could. Guerndt commented that most ADA vans open from the passenger side. Maguire stated the van would have to back into that stall. Maguire stated they could also move the ADA stall to the north side of the hatched-out stall.

**Motion by Mumper, second by Diesen: to approve the Yellow Banks Kayak Launch plan with the modification that staff determine the road width as per code, also per ADA compliance, and to include mountable curb.**

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

<u>Member (PC)</u>	<u>Voting</u>
Cronin, Steve {Chair}	YES
Zeyghami, Hooshang {Vice Chair}	YES
Diesen, Dave	YES
Guerndt, Gary	YES
Hoffman, Travis	YES
Jordan, Joe	YES
Mumper, Roy	YES

**7. Project #20250151 – Site Plan Review for Kennedy Park Construction Plans of Phase 1-BB1 and Phase 1-BB2 Fields**  
*[0:40:51 Zoom Meeting Recording]*

Higgins stated this project is on the agenda, primarily to make PC aware that some of the park renovations will be starting this year. She stated the first phase will be getting these two baseball fields completed this summer. Wodalski stated we start advertising for bid starting this Wednesday.

Higgins stated there will be more phases of the project, with more fields and parking, and also some changes to the area called Phase I-H, which is for the wellhouse and the warming house for ice skating. Wodalski stated the I-H area is where we will be demoing the buildings and adding a new warming house/park shop/wellhouse at that corner. He stated that currently there are four buildings there and it would be consolidated into one.

Wodalski stated that each phase is based on when the fundraising for each portion is available.

Mumper stated this is an awesome addition to the community.

**Motion by Guerndt, second by Mumper: to approve Project #20250151.**

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

<u>Member (PC)</u>	<u>Voting</u>
Cronin, Steve {Chair}	YES
Zeyghami, Hooshang {Vice Chair}	YES
Diesen, Dave	YES
Guerndt, Gary	YES
Hoffman, Travis	YES
Jordan, Joe	YES
Mumper, Roy	YES

**8. March 2025 Staff-Approved Certified Survey Maps and Site Plans. [0:43:30 Zoom Meeting Recording]**

**Motion by Zeyghami, second by Jordan: to acknowledge the March 2025 Staff Approvals.**

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

<u>Member (PC)</u>	<u>Voting</u>
Cronin, Steve {Chair}	YES
Zeyghami, Hooshang {Vice Chair}	YES
Diesen, Dave	YES
Guerndt, Gary	YES
Hoffman, Travis	YES
Jordan, Joe	YES
Mumper, Roy	YES

**9. March 2025 Building Permits [0:44:05 Zoom Meeting Recording]**

**Motion by Diesen, second by Hoffman: to acknowledge the March 2025 Building Permits.**

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

<u>Member (PC)</u>	<u>Voting</u>
Cronin, Steve {Chair}	YES
Zeyghami, Hooshang {Vice Chair}	YES
Diesen, Dave	YES
Guerndt, Gary	YES
Hoffman, Travis	YES
Jordan, Joe	YES
Mumper, Roy	YES

**10. Planning & Development Department Project Update Report. [0:44:24 Zoom Recording]**

Higgins stated we did hire for the Assistant Zoning Administrator/Code Enforcement Officer, which is Dustin Gessert, who will start on April 28<sup>th</sup>. She went over his background and experience.

Higgins stated we received a request to vacate a subdivision that was created in 1961 but never fully developed (Everest Hilltop Addition Subdivision – the Ryan family). This is off of Alderson Street, south of Weston Avenue. The western portion of the subdivision was developed and located on the west side of Alderson Street, in the Village of Rothschild, while the east side (still vacant land) is located in the Village of Weston.

Higgins stated that because this plat is over 40-years old, there is a different process to take in order to vacate it. The applicant is requesting the Village to vacate the street (non-developed horseshoe-shaped street), which we will do by Resolution, versus the normal vacation process. The Resolution will go to the Village Board on Monday, and then the applicant takes that to Circuit Court, to get the streets and lots vacated.

Higgins announced that we approved a zoning permit for A&W Restaurant in the Fuzzy’s Taco Shop building. The owner of the A&W business is in the process of purchasing the property (not leased). They have their zoning permit, building permit for interior work, and are going through site plan review now, due to their adding a second drive thru.

Cronin pointed out in Higgins' report that it appears there are a lot of inspections that are due to be followed up on. Higgins stated that a lot of those are closing out projects, due to landscaping getting done yet, etc., and with our being busy with new construction and the majority of the landscaping not growing yet we have not started those inspections. She stated that once Gessert starts he will be able to alleviate some of Travis and Roman's workload. Maguire stated that Gessert will certainly help in this matter. He also pointed out the list of permits that were approved during the month of March, that was one of our largest new home permit months since he has been employed with Weston. This is coming primarily from the Hinner Springs, Green Tree, and Arrowhead subdivisions. He stated we have already added over \$4million in valuation, just in new home permits. Maguire explained to Guernndt that Timber Ridge Builders bought the remaining lots in the Hinner Springs Subdivision, from Denyon Homes, in March. They have 4 projects in the ground already (early starts). Those will be on April's list. There are 3 or 4 remaining 4-unit buildings to be built in that subdivision that they will be doing instead of Denyon. Maguire stated we do have trailer park inspections coming up in May, and see how much of the open projects they can get done until the next PC Meeting.

**11. Announcements & Committee/Commissioner Remarks/Staff Referrals [0:55:05 Zoom Recording]**

Hooshang thanked the Commission Members for their time and hard work, as tonight is his last meeting.

Guernndt commented on what had occurred at the end of the Public Works meeting earlier tonight, and was grateful that a few Committee members brought their concerns up on the situation. He hopes we can get that cleared up.

**12. Next Regular Meeting Date– Monday, May 12, 2025, at 6pm.**

**14. Future Agenda Items or Staff Referrals**

**15. Adjourn Plan Commission**

***Motion by Diesen, second by Mumper: to adjourn at 7:18 p.m.***

Steve Cronin, Village Trustee and Plan Commission Chair

Jennifer Higgins, Director of Planning & Development

Valerie Parker, Recording Secretary

## Valerie Parker

---

**From:** Daniel and Susan MacDonald <dansuemacdonald@gmail.com>  
**Sent:** Saturday, April 12, 2025 5:00 PM  
**To:** Valerie Parker  
**Subject:** Project#20250100 4803 Mesker St.

Greetings, Ms. Parker,

My wife and I own and occupy the property at 4713 Mesker St. in Weston, and have lived there since October of 2003. Due to prior commitments, neither of us is able to attend the public hearing on April 14, 2025.

We are writing to express our strong preference that the property at 4803 Mesker St. NOT be rezoned from a Single Family Residential Zoning District to a Two Family Residential Zoning District.

All of the other lots surrounding it are Single Family. We are concerned that the proposed zoning change would lower property values in the neighborhood, and we do not want that to happen. It is not fair to the neighborhood for 1 person's business proposition to needlessly harm the property values of the many homes in the immediate vicinity.

Thank you for providing us the opportunity to speak to this matter.

Sincerely,

Dan and Sue MacDonald -- 4713 Mesker St. in Weston



Application for Rezone  
**REZONE DETERMINATION BY THE VILLAGE OF WESTON  
 PLAN COMMISSION**

Application/Petition No.: **20250100**

Hearing Date: **April 14, 2025**

Applicant: **Luke Cleveland**

Property Location: **Lot 1, Block 4 of Kellyland's 1974 Addition, located in Section 16, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin, as recorded in Plat Cabinet 1, Envelope 498, Document No. 682960, in the Register's Office of Marathon County, Wisconsin.**

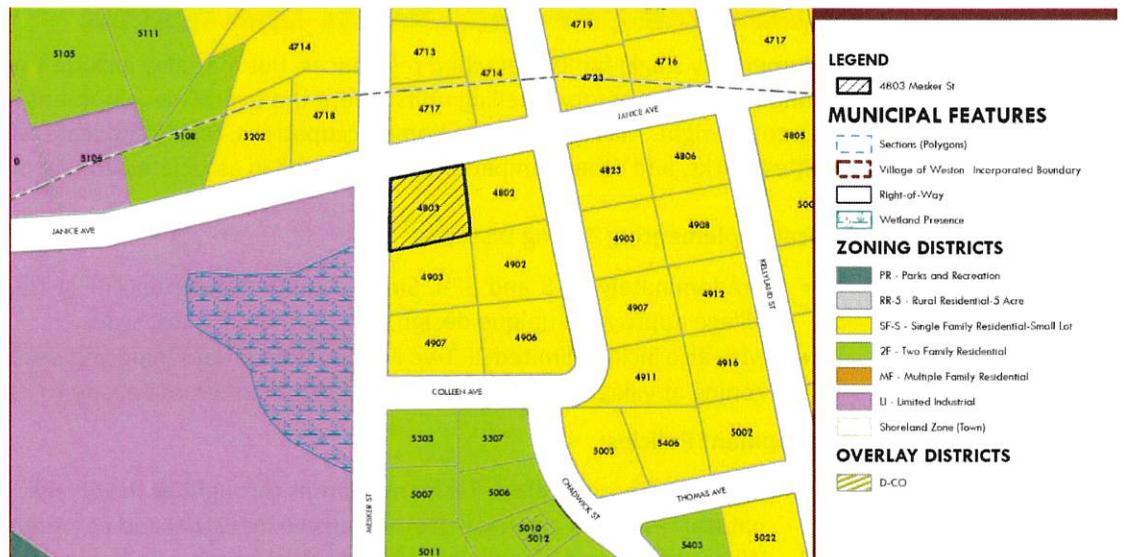
Property Owner: **Luke Cleveland**

Description: **A rezoning of 7.422 acres from SF-S to 2F.**

The Department of Planning and Development of the Village of Weston, pursuant to the Village of Weston Zoning Code, Article 16 Processes, Section 94.16.03 Amendments to the Official Zoning Map (Rezoning), hereby makes the following findings and evaluation to the Village of Weston Plan Commission:

**GENERAL INFORMATION:**

Current Zoning: **SF-S Single Family Small Lot**



Definition:  
 94.2.02(2)(b)

*SF-S Single Family Residential-Small Lot.* The SF-S district is intended for mainly single family detached residential development, along with compatible home occupations and small-scale institutional and recreational uses. Development within this district is served by public sanitary sewer and water services, and roadways with an urban cross section (e.g., curbs, storm sewer). The SF-S district enables smaller lot sizes than other single family residential districts. The SF-S district is intended for areas planned for single family residential development, or portions of those areas planned for neighborhood development, within the Comprehensive Plan. (Predecessor districts: R-1 Residential-Single Family and R-2 Residential-Single Family)

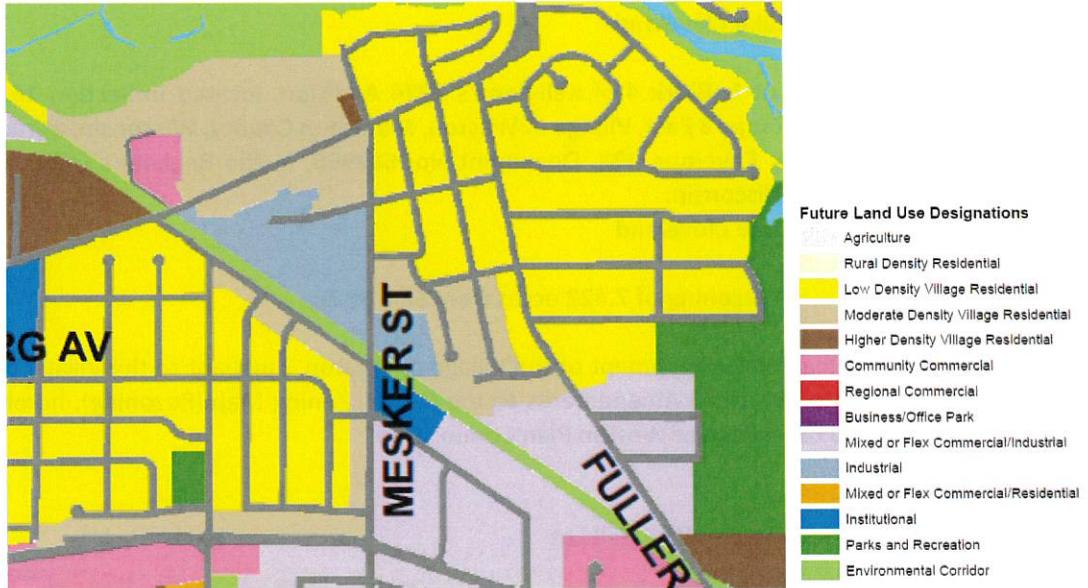
Proposed Zoning **2F Two Family Residential**

Definition:  
 94.2.02(2)(c)

*2F Two Family Residential.* The 2F district accommodates two family residences such as duplexes and two-flats; single family residences; and compatible home occupations and small-scale institutional and recreational uses. Development within this district is served by public sanitary

sewer and water services, and roadways with an urban cross section (e.g., curbs, storm sewer). The 2F district is intended for areas planned for two family residential development, or portions of areas planned for neighborhood development at the Village's discretion, within the Comprehensive Plan. (Predecessor district: RTF Residential Two Family)

Future Land Use: **Low Density Village Residential**



FLU Description: Predominately single family detached residences, but may also include two family, townhome, and accessory dwelling units where the overall development falls within density range to the right. May also include home occupations, family childcare, small community facilities, parks, and other compatible uses allowed in associated zoning districts.

**Typical Implementing Zoning Districts:**

- Predominately SF-S and SF-L Single Family Residential, or N Neighborhood where the village approves a unique design, layout, theme, or lot sizes.
- **May also include limited 2F Two Family Residential zoning and possibly MF Multiple Family zoning at village discretion where development gross density to right is maintained.**

**Development Policies:**

1. Map Low Density Village Residential areas throughout the village, particularly adjacent to natural resources and away from intensive industrial and commercial areas.
2. Where small single family lots and attached housing units are permitted, attend to home quality, variety, design, setbacks, and garage placement through zoning, covenants, and development agreements.
3. Assure that housing that is not single family detached, and community uses, are carefully woven into the fabric of each predominately single family residential neighborhood.
4. Promote a system of interconnected streets developed according to Complete Streets principles (see Transportation chapter) and parks where planned..

**Lot Size and/or Density Range:**

Fewer than 5 units per gross acre in each development.

**DETERMINATION (To be Completed by Plan Commission):**

1. Is the proposed rezoning consistent with the Comprehensive Plan, as is required by Wisconsin Statutes?

2. Does the rezoning further the purpose and Intent of this Chapter?
3. Does rezoning address any of the following that are not properly addressed on the current Official Zoning Map?
  1. A mistake was made in mapping on the Official Zoning Map. That is, an area is or has developed in a manner and purpose different from that for which it is mapped. If this reason is cited, it must be demonstrated that the discussed inconsistency between actual land use and designated zoning is not intended, as the Village may intend to stop an undesirable land use pattern from being perpetuated.
  2. Factors have changed, such as the availability of new data, the presence of new roads or other infrastructure, additional development, annexation, or other zoning changes, making the subject property more appropriate for a different zoning district.
  3. Growth patterns or rates have changed, thereby creating the need for a rezoning.
4. Does the proposed zoning district maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the surroundings of the subject property?

**BACKGROUND INFORMATION:**

Mr. Cleveland purchased the vacant lot from a recent Sheriff's sale at Marathon County. The property had been abandoned by the previous owner and there were back taxes and fees associated with the village razing the fire damaged home on the site and mowing the grass the last 3-4 years.

Per Mr. Cleveland his intentions are as follow:

*My intention is to construct a premium side-by-side duplex, with plans to occupy one side with my family. Each unit will feature approximately 1,500 square feet of living space on the main level, with additional square footage in a partially finished basement. In consideration of community needs, I plan to make the property handicap accessible to accommodate disabled and elderly tenants. The location is ideal, offering convenient access to essential services and being situated near the Mountain Bay Trail, providing an area conducive to walking and recreation. Furthermore, there is a limited supply of handicapped-accessible rental properties in the area, making this development a valuable addition to the neighborhood.*

The property is located across the street from Old Castle Glass (LI Limited Industrial zoned property). There is also duplexes located down the street not far from this property.

**CURRENT PROPERTY CONDITIONS:**

The lot is currently vacant as the Village completed a raze order on the parcel following a fire. The previous owner walked away from the property and the village had removed the dilapidated home and . The owner recently bought the vacant lot via Sherriff sale.

**STAFF RECOMMENDATION:**

Staff recommend approval based on the submittal and information currently available to us.

The change is consistent with the Comprehensive Plan. If this area was to be developed today the single-family lots on Mesker Street would have been zoned for MF Multiple Family Residential or 2F Two Family Residential. The trend in other states and larger metro areas is to allow 2 family homes in what we would think of normally as predominantly single-family neighborhoods. They may require higher aesthetics and design guidelines to make sure that these housing types fit the neighborhood. The Village and our residents are probably not there yet to make a drastic change to our code but I can see the state moving that way with their guidance on how communities tackle the increased need for housing and affordable housing options. We are unable to put restrictions on this rezone but I think that going forward we may want to look at allowing 2F by Conditional Use in the SF-S district.

**PLAN COMMISSION ACTION OPTIONS: (Process is outlined in Sec. 94.16.03(6))**

- 1) **RECOMMEND APPROVAL:** Plan Commission recommends approval of the rezone request and forwards the recommendation on to the Village Board 4/21/25 meeting agenda.
- 2) **RECOMMEND DENIAL:** Plan Commission recommends denial of the rezone request and forwards the recommendation on to the Village Board 4/21/25 meeting agenda.
- 3) **NO RECOMMENDATION:** Plan Commission takes no action and the request moves on to the Village Board 4/21/25 meeting agenda.
- 4) **DEFER ACTION:** Plan Commission can defer action until the next meeting date. The Plan Commission has 45 days following the public hearing per code to take action.

**ACTION:**

---

**Plan Commission Determination on 4/14/25:**

**RECOMMEND APPROVAL/DENIAL**

---

**VILLAGE BOARD POLICY CHOICES: (Process is outlined in Sec. 94.16.03(8))**

- 1) Board approves the rezone request per the PC recommendation by adopting Ord. No. 25-0XX as written. (simple majority required)
- 2) Board approves the rezone request with modifications to Ord. No. 25-0XX – Sec. 94.16.03(8)(b) Requires affirmative vote of ¾ or greater of the full Village Board.
- 3) Board denies the rezone request. – Sec. 94.16.03(8)(b) Requires affirmative vote of ¾ or greater of the full Village Board.

---

**Board of Trustees Determination on 4/21/25:**

**APPROVE / DENY**

---

**VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN**  
**OFFICIAL MEETING AGENDA OF THE PUBLIC WORKS & UTILITY COMMITTEE**  
**HELD ON MONDAY, APRIL 14, 2025 @ 4:30 PM, IN THE BOARD ROOM AT 4747 CAMP PHILLIPS ROAD**

**AGENDA ITEMS**

1. Meeting called to order by Public Works & Utility Committee Chair Zeyghami at 4:30 p.m.
2. Welcome, introductions and acknowledgement of guests.

None.

3. Roll Call by Recording Secretary

Roll call indicated five PW members present.

<u>Member</u>	<u>Present</u>
Zeyghami, Hooshang {Chair}	YES
Jordan, Joe {Vice Chair}	YES
Hubbard, Tom	YES
Lopes-Serrao, Luis	YES
Mumper, Roy	YES

Village Staff in attendance, in-person: Wodalski, Blarek, Swenson, Dolan, Gebert and Gilmeister.

Audience in attendance, via Zoom: NONE

Audience members present in person: Trustee Pinsonneault

**4. PUBLIC COMMENTS**

None.

**5. Approval of 3/10/25 Public Works & Utility Committee Minutes**

***Motion by Jordan, second by Mumper to approve the March 10, 2025, meeting minutes.***

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

<u>Member</u>	<u>Voting</u>
Zeyghami, Hooshang {Chair}	YES
Jordan, Joe {Vice Chair}	YES
Hubbard, Tom	YES
Lopes-Serrao, Luis	YES
Mumper, Roy	YES

**6. Acknowledge of March 2025 Water and Sewer Permits**

***Motion by Lopes-Serrao, second by Hubbard move to acknowledge the March 2025, Water and Sewer Permits.***

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

<u>Member</u>	<u>Voting</u>
Zeyghami, Hooshang {Chair}	YES
Jordan, Joe {Vice Chair}	YES
Hubbard, Tom	YES
Lopes-Serrao, Luis	YES
Mumper, Roy	YES

**STAFF REPORTS**

**7. CIP Update**

Wodalski explained his report to the Committee.

Wodalski stated the contractors will be installing the sanitary sewer starting at Von Kanel next week with the road being closed to traffic.

Discussed the status of the lighting quote for the multi-use path.

Zeyghami requested the right in/right out sign at the E. Jelinek and CR-X intersection. Wodalski stated an additional sign will be installed saying no parking to the corner.

Lopes-Serrao asked about the work done on E. Jelinek between Rodney & Kirk. Wodalski stated the resident on Kirk St. had an electrical line that bored through the drantile of the residence on the corner.

**8. Street Operations Update**

Blarek explained his report to the Committee.

Discussed street sweeping to begin earlier in the year, however, the start date is weather dependent. Blarek stated the nozzles freeze up on the street sweeper when temperatures are near freezing.

Blarek stated the crews' trimmed trees and cleaned up streets from the storm damage.

Mumper asked about the status of the Bridge. Blarek stated that he is in contact with Norcon to discuss the situation. Blarek stated Norcon will have a proposal at the end of this week.

## 9. Utility Operations Update

Swenson explained his report to the Committee.

Swenson stated there were two service line leak repairs which were on Ross Ave and Estate Dr.

Swenson and Wodalski explained the contract with Asterra imagery, leak detection procedure and points of interest. Wodalski stated the Village of Weston is teamed up with the City of Wausau, City of Schofield and Village of Rib Mountain with this service contract. Asterra will be coming back for their next scan.

Swenson stated water main flushing will begin when Well 7 & 8 are up and running. Well 7 & 8 are down due to VFD issues.

## POLICY DISCUSSIONS AND RECOMMENDATIONS

### 10. Acknowledge Submittal of the 2024 Municipal Separate Storm Sewer System (MS4) Annual Report

Wodalski explained the report to the Committee.

Discussed storm water public education. Wodalski stated the Village contracts with Northcentral Wisconsin Storm Water Coalition to promote storm water education.

Discussed water quality. The Village meets the suspended solids requirements but not the phosphorus requirements. Wodalski explained the process of the requirements, pond installation, budget and costs.

***Motion by Mumper, second by Hubbard move to acknowledge the 2024 Village of Weston Municipal Separate Storm Sewer System (MS4) Report.***

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

<u>Member</u>	<u>Voting</u>
Zeyghami, Hooshang {Chair}	YES
Jordan, Joe {Vice Chair}	YES
Hubbard, Tom	YES
Lopes-Serrao, Luis	YES
Mumper, Roy	YES

**11. E. Jelinek Ave Change Order #3**

Wodalski explained the change order to the Committee.

Wodalski stated there was a buried hydrant valve in the way of construction. The contractor requested the hydrant be relocated for the continuation of the construction project.

***Motion by Mumper, second by Lopes-Serrao move to Recommend/Approve Change Order #3 for the E Jelinek (CR-X to Mesker) and Von Kanel (Barbican Ave to Schofield Ave) Construction contract to increase the construction amount by \$5,645.53.***

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

<u>Member</u>	<u>Voting</u>
Zeyghami, Hooshang {Chair}	YES
Jordan, Joe {Vice Chair}	YES
Hubbard, Tom	YES
Lopes-Serrao, Luis	YES
Mumper, Roy	YES

**12. Weston Ave (CR-X to Ryan) Change Order #2**

Wodalski explained the change order to the Committee.

Wodalski stated the initial plans did not include an access path for the cross-country route. The Utility department questioned the access path to the utilities and determined the need for the path.

***Motion by Lopes-Serrao, second by Jordan move to Recommend/Approve Change Order #2 for the Weston Ave (CR-X to Ryan St and Cross-Country Utility) Construction Project for an increase in the amount of \$49,783.65.***

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

<u>Member</u>	<u>Voting</u>
Zeyghami, Hooshang {Chair}	YES
Jordan, Joe {Vice Chair}	YES
Hubbard, Tom	YES
Lopes-Serrao, Luis	YES
Mumper, Roy	YES

**13. Fuller St Reconstruction Bid Award**

Wodalski explained the bid award to the Committee.

Wodalski stated there were a total of seven bidders.

Discussed Certificate of Insurance for contractors.

***Motion by Mumper, second by Lopes-Serrao move to Recommend Awarding the Fuller St Reconstruction contract to Francis Melvin, Inc. for a total Project Bid Amount of \$3,665,318.81.***

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

<u>Member</u>	<u>Voting</u>
Zeyghami, Hooshang {Chair}	YES
Jordan, Joe {Vice Chair}	YES
Hubbard, Tom	YES
Lopes-Serrao, Luis	YES
Mumper, Roy	YES

**14. 2025 Crack Sealing Bid Award**

Wodalski explained the bid award to the Committee.

***Motion by Mumper, second by Jordan move to Recommend/Award the 2025 Crack Sealing project to Precision Sealcoating for a total price of \$80,000.***

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

<u>Member</u>	<u>Voting</u>
Zeyghami, Hooshang {Chair}	YES
Jordan, Joe {Vice Chair}	YES
Hubbard, Tom	YES
Lopes-Serrao, Luis	YES
Mumper, Roy	YES

**15. 2025 Gilsonite Sealing Bid Award**

Wodalski explained the bid award to the Committee.

Wodalski explained the Gilsonite product.

**Motion by Jordan, second by Lopes-Serrao move to Approve the 2025 Gilsonite Pavement Sealing Project to Fahrner Asphalt for a total bid price of \$112,869.56.**

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

<u>Member</u>	<u>Voting</u>
Zeyghami, Hooshang {Chair}	YES
Jordan, Joe {Vice Chair}	YES
Hubbard, Tom	YES
Lopes-Serrao, Luis	YES
Mumper, Roy	YES

**16. 2025 Asphalt Overlay Bid Award**

Wodalski explained the bid award to the Committee.

**Motion by Lopes-Serrao, second by Hubbard move Recommend/Award the 2025 Asphalt Overlay Project to American Asphalt based on their base bid of \$348,638.00.**

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

<u>Member</u>	<u>Voting</u>
Zeyghami, Hooshang {Chair}	YES
Jordan, Joe {Vice Chair}	YES
Hubbard, Tom	YES
Lopes-Serrao, Luis	YES
Mumper, Roy	YES

**17. Shorey Ave (CR-X to Heeren St) Repaving Bid Award**

Wodalski explained the bid award to the Committee.

Wodalski stated the Village received a grant in the amount of \$26,000.00 from the Local Road Improvement Program for work to be done from CR-X to Heeren. An alternate bid item was added for Heeren to Anastasia and is included in the total of \$265,785.

Wodalski stated the area between Anastasia and Zinser needs additional work including base work and repaving.

**Motion by Mumper, second by Jordan move to Recommend/Award the 2025 Shorey Ave Repaving Project to American Asphalt for a total bid of \$265,785.50.**

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

<u>Member</u>	<u>Voting</u>
Zeyghami, Hooshang {Chair}	YES
Jordan, Joe {Vice Chair}	YES
Hubbard, Tom	YES
Lopes-Serrao, Luis	YES
Mumper, Roy	YES

## 18. Spring Surplus Auction Items

### ***Motion by Mumper, second by Lopes-Serrao***

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

<u>Member</u>	<u>Voting</u>
Zeyghami, Hooshang {Chair}	YES
Jordan, Joe {Vice Chair}	YES
Hubbard, Tom	YES
Lopes-Serrao, Luis	YES
Mumper, Roy	YES

## 19. Purchase of Hydraulic Hammer Attachment

Wodalski explained all the various uses and needs for the attachment to the Committee.

Discussed the quote differences and attachment specification information.

### ***Motion by Jordan, second by Mumper move to approve the purchase of a hydraulic hammer from Swiderski Equipment for \$31,950.***

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

<u>Member</u>	<u>Voting</u>
Zeyghami, Hooshang {Chair}	YES
Jordan, Joe {Vice Chair}	YES
Hubbard, Tom	YES
Lopes-Serrao, Luis	YES
Mumper, Roy	YES

## 20. Review of Current Snow and Ice Control Practices in the Village

Gebert explained the request from Trustee Pinsonneault to the Committee.

Trustee Pinsonneault explained his request. Trustee Pinsonneault requested the Snow and Ice Control Policy be clarified and updated.

Wodalski explained the Snow and Ice Control Policy, weather conditions, snow plowing procedures and staff Overtime Policy and Procedures.

Discussed residents' complaints and compliments with road conditions.

Discussed the clarification and update of the policy.

Committee requested obtaining input and recommendations from the plowing staff.

***No motion – deferred to next meeting.***

**21. Discussion and/or action on the current practice of modifications to the Village owned buildings**

Gebert explained the request from Trustee Pinsonneault to the Committee.

Gebert explained the memo from Chief Finke stating the SAFER building is not being remodeled, no walls are being moved, the apprentices will be utilizing the offices and breakroom.

Discussed the request is not applicable to the Public Works Committee. .

Trustee Pinsonneault stated his intent is to strike the language and update the policy.

**22. Village wide WPS Street Lighting Update**

Wodalski stated he did not have a chance to revisit this item from the March meeting.

***Deferred to next meeting.***

**23. Weston Ave (Alderson St to Birch St) Multi-Use Path Lighting**

Wodalski stated he has not received an update from Van Ert or the Village of Rothschild.

***Deferred to next meeting.***

**24. Consolidation of Ryan Street Yard Material Site with the Village of Rothschild**

Gebert stated the discussion was communicated to the Village of Rothschild. They will be preparing the first draft of the agreement and bring it back.

***Deferred to next meeting.***

**25. Next meeting date(s):**

- |   |   |
|---|---|
| a) Wednesday, April 16, 2025, @ 6:00 p.m. | Schofield Ave Special Assessment<br>Hearing and PIM |
| b) TBD                                    | Fuller St Special Assessment<br>Hearing and PIM     |
| c) Monday, May 12, 2025, @ 4:30 p.m.      | Regular Meeting                                     |
| d) Monday, June 9, 2025, @ 4:30 p.m.      | Regular Meeting                                     |

**26. Topics for future meetings**

Agenda items 22, 23 and 24.

**27. Remarks from Staff**

None.

**28. Remarks from Committee members**

Mumper requested an Agenda conduct item for the Public Works Committee at the next meeting. Mumper commented and read the Weston Employee Personnel Policies & Procedures Handbook Vol. 14 final dated 1/20/2025 Sec. 10.05 Conduct Guidelines.

Lopes-Serrao agreed with Mumper's statement and requested public comments be made during the Public Comment period.

Zeyghami stated this was his last meeting and thanked the committee members for their service and support.

**29. Announcements**

None.

**ADJOURNMENT**

***Motion by Lopes-Serrao, second by Jordan to adjourn the PW meeting at 6:15 p.m.***

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

<u>Member</u>	<u>Voting</u>
Zeyghami, Hooshang {Chair}	YES
Jordan, Joe {Vice Chair}	YES
Hubbard, Tom	YES
Lopes-Serrao, Luis	YES
Mumper, Roy	YES



**OFFICIAL MEETING MINUTES**  
**SOUTH AREA FIRE & EMERGENCY RESPONSE DISTRICT**  
**Fire Commission Regular Meeting**  
Tuesday, January 14, 2025 @ 16:30

**A. Call to Order**

The regular meeting of the South Area Fire and Emergency Response Fire Commission was called to order at 16:30 by SAFER Fire Commission Vice President Jean Jackan.

**Members Present**

Campbell, Jackan, Phelps, and Tatro were all present, Hebbe was absent and excused. Also present: SAFER – Fire Chief Finke, Deputy Fire Chief Lang, EMS Division Chief Gordon-Haessly, Fire Marshal Christiansen, Battalion Chief McBain, Captain Klapoetke, Lieutenant Bartus, Lieutenant Zellner, Engineer Brandt, Engineer Kolb, Firefighter Pound, and Administrative Assistant Latimer. There was one guest present.

**B. Correspondence/Comments from the public on issues related to the SAFER District**

None

**C. Consent Items**

Approval of prior meeting minutes from July 9, 2024.

***Motioned by Campbell to approve prior meeting minutes from July 9, 2024. Second by Tatro.***

***Motion carried 4:0.***

**D. Business Items**

Staffing Updates.

- Chief Finke said Director of Medical Services Gordon-Haessly's position has changed slightly and her title is now EMS Division Chief. She was working three days a week and is now working four days a week. We took one day a week from our Fire Inspector Rheinschmidt who was helping Fire Marshal Christiansen two days a week.
- At our last Board meeting we were given the approval to apply for a SAFER Grant, which is a Federal Grant for funding of additional firefighters or retaining current firefighters. We plan to recruit and hire nine additional firefighters, an extra three on each crew. We are hoping to apply for that grant in the next several weeks, we are just waiting for it to open. When it does open, it's only open for thirty days, so Deputy Chief Lang and I are gathering some of the work so we're ready as soon as it opens.
- Campbell said you can only use it for personnel.
- Chief Finke said it is only used for fire personnel.
- Jackan asked what is the time frame of the grant.
- Chief Finke said we apply for the grant, and they pay for the wages and benefits for three years, and then in year four, it goes back to the municipalities to make up that difference.
- Campbell said can I ask what that amount is.
- Chief Finke said each firefighter is approximately \$105,000.00 with wages and benefits. We actually applied for and were awarded the grant about six years ago, and the Board at that time their plan was to get rid of them once the grant ran out, so we chose not to pursue it any further. This time the Board is on board with it.

- Deputy Chief Lang said Firefighter Kolb was recently promoted to Engineer, and we hired a couple of full-time Firefighters, Tabitha Allen, and Erik Butt. Engineer Ewan completed paramedic and passed his test, he is currently going through the phases and is almost to phase three. Full-time Firefighter Massa passed her paramedic, and full-time Firefighter Welch just completed paramedic and will be testing in the next week or two. We have a union contract with Local 5452 that goes through the end of 2026, which added an additional six full-time staff.

**Action: No action was taken.**

#### E. Staff Reports

Report from Fire Chief

- Fire Chief Finke said we had a structure fire at the top of the hill a mile and a half straight south of here. When the fire call came out, we had no one in the district available to respond. The crew from this station was in the Town of Guenther for an EMS call, and there was a multi victim crash in Weston that we already had Riverside and Wausau bringing extra ambulances, and then the structure fire came in. It was about 20 minutes before the first truck got to that individual's home, although he was very nice about it, he certainly wasn't happy. The whole neighborhood attended the November Board meeting, and certainly spoke their minds. That spurred some of the additional staffing that is going on.

Report from Deputy Fire Chief

- Deputy Fire Chief Lang said there are a couple of reports in your packet and I'll give you the highlights.
- **Personnel Report:** Discussed prior.
- **EMS & Fire Incidents:** Our EMS responses with 911 calls is up for the year over 200 calls. Our fire responses where up a bit for the year.
- **Training:** Listed.
- **Apparatus:** Listed.
- **Fire Prevention/Public Education:** We will be adding one big event in 2025, with Country Fest and Rock Fest in Cadott we will be at Force Fields Festival.
- **Grants/Projects:** EMS Division Chief Gordon-Haessly secured over \$20,000.00 in grants for new laryngoscopes.

#### F. Business Items

Presentation of Awards for Retirements of Firefighter Robert Pound and Lieutenant Bruce Bartus.

- Deputy Chief Lang said what we try to do is anyone who retires from the department with 10 or more years in good standing, we give them an axe award. Lieutenant Bartus started with Rib Mountain in 1994, in 2000 he was promoted to Lieutenant for Rib Mountain Fire, in 2014 he was promoted to Captain, in 2022 we reorganized the department and command staff with Captains being full-time, and he became a Lieutenant.
- Firefighter Pound was the interim Fire Chief in 2002 for Rib Mountain Fire Department, in 2013 he was hired at Weston Fire, in 2014 at SAFER as a firefighter till now, and that is just a fraction of his service. He was a Captain with Maine for 20 years, he taught for the Tech.
- Chief Finke said the fire service has changed a lot especially over the last decade, as some of you know that many years ago things have changed between volunteers, full-time, call volume, expectations, there has been a lot of change in a really short amount of time. The number of the people in the state and in the country that are willing to volunteer for fire departments or volunteer for anything has really dwindled. Both of these guys have volunteered a lot to their community, and expecting nothing in return. The number of guys that are around willing to do that anymore are pretty minimal.

#### G. Remarks from the Fire Commission to set the next meeting date as well as discuss items for the next meeting agenda.

- Next meeting TBD.
- Campbell has nothing.
- Phelps has nothing.
- Tatro has nothing.
- Jackan has nothing.

**H. Adjourn**

***Motion by Tatro to adjourn. Second by Phelps. Motion carried 4:0.  
Jackan adjourned at 17:00.***

Respectfully submitted by Cher Latimer, SAFER District Administrative Assistant.



**OFFICIAL MEETING MINUTES**  
**SOUTH AREA FIRE & EMERGENCY RESPONSE DISTRICT**  
**Fire Commission Regular Meeting**  
Tuesday, April 8, 2025 @ 16:00

**A. Call to Order**

The regular meeting of the South Area Fire and Emergency Response Fire Commission was called to order at 16:01 by SAFER Fire Commission President Harlan Hebbe.

**Members Present**

Campbell, Hebbe, Jackan, Phelps, and Tatro were all present. Also present: SAFER – Fire Chief Finke, Deputy Fire Chief Lang, EMS Division Chief Gordon-Haessly, Fire Marshal Christiansen, Battalion Chief Genrich, Battalion Chief McBain, Battalion Chief Meyers, Captain Klapoetke, Lieutenant Zellner, Engineer Brandt, Engineer Ewan, Firefighter Haas, Firefighter Haessly, Firefighter C. Hanson, Firefighter Rheinschmidt, Firefighter Walters, Chaplain Swanson, and Administrative Assistant Latimer. There was twenty-nine guests present.

**B. Correspondence/Comments from the public on issues related to the SAFER District**

None

**C. Consent Items**

Approval of prior meeting minutes from January 14, 2025.

***Motioned by Jackan to approve prior meeting minutes from January 14, 2025. Second by Phelps.  
Motion carried 5:0.***

**D. Ceremony**

Badge Pinning.

- EMS Division Chief Gordon-Haessly, Firefighter C. Hanson, and Firefighter Walters were sworn in and pinned.

Awards.

- Leadership Award – Captain Klapoetke; Firefighter Service – Engineer Brandt; EMS Service – Engineer Ewan; Administrative Commendation – EMS Division Chief Gordon-Haessly; Ten-year service – Fire Chief Finke, and EMS Division Chief Gordon-Haessly; Five-year service – Battalion Chief Meyers; Save (1) – Battalion Chief McBain, Engineer Brandt, Firefighter Rheinschmidt, Firefighter C. Hanson; Save (2) – Lieutenant Zellner; Save (3) – Engineer Ewan; Save (5) – Battalion Chief Genrich

**E. Business Items**

Staffing Updates.

- Deputy Chief Lang said since the last time we met, we've had a couple of initiatives. The first is Paid Per Call Firefighters, we did a search, and we have four paid-per-call firefighters that will start academy. The other update we have is the Firefighter Internship Program. We interviewed nineteen people, of those nineteen we selected three individuals, and they'll be live-in interns. We have a unique opportunity at station 2 with the PD merging and moving, we have the office space that we can turn into dorm-style rooms, and community area. We're offering them room and board free of charge, we're going to pay them to work shift, and we're going to pay them to go through school. We're going to pay 100% Firefighter I, Firefighter II,

Driver/Operator, and EMT-Basic, and 50% Paramedic over a 24-month period. They'll live at the station and be assigned to a shift, at the end of the 24 months, they're free to find employment wherever they'd like. They don't owe us anything, if we have positions, we will offer them. They will be part-time employees, they will be able to do interfacility transfers if they want when they're not on duty, if they're in the fire station and we get a fire response, they can respond and get paid. We have on-boarding dates in May, they'll be moving in June 1<sup>st</sup>, their first duty day is June 2<sup>nd</sup> and they will all be in EMT class. The whole thing is the Chief's idea, historically there's fire internships in Appleton and Madison areas, there haven't been opportunities like this in the Northwoods.

Internship Update.

- Mentioned above.

## F. Staff Reports

Report from Fire Chief

- Fire Chief Finke said the biggest project going on is what Deputy Chief Lang talked about with the Internship Update. Other than that, it's been business as usual. We're hoping that the SAFER Grant will come out, which is the federal grant for hiring firefighters. We're currently working with the Board to apply for that grant if and when it comes out, typically it comes out in March, it has not come out yet. I did get some reassurance late last week or early this week, that it is coming either late spring or early summer.
- We're doing our second Officer Development Class, when we promote somebody, they're required to have this class before they can operate when they're running a shift. Everybody but one person that's in it now is not in an officer role, but they're taking this class to get ready for that when those promotions come up down the line. It's a 64-hour class that's being taught by myself, Deputy Chief Lang, Battalion Chief Meyers, and Battalion Chief Genrich.

Report from Deputy Fire Chief

- Deputy Fire Chief Lang said there are a couple of reports in your packet. We've had an increase in fire responses. I am sending them to all of you gentlemen now every month. If you have any questions, I will try to answer them the best I can.
- **Personnel Report:** Listed.
- **EMS & Fire Incidents:** Listed.
- **Training:** Listed.
- **Apparatus:** Listed.
- **Fire Prevention/Public Education:** Listed.
- **Grants/Projects:** Listed.

## G. Remarks from the Fire Commission to set the next meeting date as well as discuss items for the next meeting agenda.

- Next meeting scheduled for Tuesday, June 10, 2025, at SAFER Station 1.
- Campbell has nothing.
- Jackan said I think this is a real morale booster to have these meetings with the awards ceremony.
- Phelps has nothing.
- Tatro has nothing.
- Hebbe has nothing.

## H. Adjourn

***Motion by Jackan to adjourn. Second by Tatro. Motion carried 5:0.  
Hebbe adjourned at 16:37.***

Respectfully submitted by Cher Latimer, SAFER District Administrative Assistant.



**OFFICIAL MEETING MINUTES**  
**SOUTH AREA FIRE & EMERGENCY RESPONSE DISTRICT**  
**Board of Directors Meeting**  
Tuesday, March 11, 2025 @ 17:30

**A. Call to Order**

The meeting of the South Area Fire & Emergency Response District Board of Directors was called to order at 17:30 by SAFER Chairman Mark Maloney.

**Members Present**

Board of Directors – Cronin, Maloney, Opall, and Schaefer were all present, Langenhahn was absent and excused. Also present: Village of Weston – Administrator Gebert, Director of Finance Trautman, and Clerk Brehm; SAFER – Fire Chief Finke, Deputy Fire Chief Lang, Lieutenant Zellner, and Engineer Schultz.

**B. Correspondence/Comments from the public on issues related to the SAFER District**

None

**C. Consent Items**

Board of Directors approval of prior meeting minutes from February 11, 2025.

***Motioned by Cronin to approve prior meeting minutes from February 11, 2025. Second by Opall. Motion carried 4:0.***

Board of Directors approval of expenditures and receipts from February 2025.

***Motioned by Cronin to approve expenditures and receipts from February 2025. Second by Schaefer. Motion carried 4:0.***

- Schaefer asked the question about the voided checks. Trautman stated that when these checks were printed, they were missing the signatures on them and therefore had to be voided and reprinted.

**D. Presentations**

2024 Audit Review.

- Director of Finance Trautman explained the audit review attached in the packet and said that the full audit will be on the next Board agenda.

**E. Business Items**

Discussion and possible action on Sale of Osage Ambulance.

- Chief Finke stated that the chassis for Ambulance 103 is back and will be back in service tomorrow. The Osage Ambulance should be ready for sale. Chief Finke asked the Board if it would like the Osage Ambulance to go on the Surplus Auction site as it has 35-45,000 miles on it and is usable.
- Schaefer stated that the Surplus Auction site is a good place to sell it.
- Cronin asked what the Osage Ambulance is worth to which Chief Finke stated \$125,000.

***Action: Motion by Schaefer to approve the Sale of Osage Ambulance listing it on Wisconsin Surplus Auction site for \$125,000. Second by Cronin. Motion carried 4:0.***

Discussion and possible action on Opening the Charter for Review and Updates.

- Chief Finke stated that he was contacted by a Village of Weston Trustee both by email and phone call to have this item on the agenda stating the lease was the biggest concern.
- Maloney clarified that this was brought up at the Village of Weston Board of Trustees' meeting and requested by one Trustee. The Board did not vote to bring this matter to the attention of the attorney.  
**Action: No action.**

Discussion and possible action on Addition of Part-Time Staff.

- Chief Finke said he had been waiting on this item until receipt of the FAP funds. Traditionally these funds are used for education and supplies and are based on the population. SAFER received a total of \$104,000 funding. Chief Finke advised the Board that the FAP funds would be used for the permitted items but the savings in these accounts would then be used to fund the part-time staff as the Department is in need of the additional staffing.
- Schaefer asked if the FAP funds are received every year.
- Chief Finke stated that the funds are received every year and should remain the same unless the state budget changes.  
**Action: Motion by Cronin to approve addition of part-time staff. Second by Opall. Motion carried 4:0.**

End of Year Budget review.

- Chief Finke said the budget is in your packet, and everything looks good.
- A short conversation was held regarding the current and past outsourced billing services and some issues that are being reviewed and corrected.

Attorney Referral.

- None

## F. Staff Reports

Report from Fire Chief

- Fire Chief Finke said that the Medicaid fund training is on March 24, 2025, which staff will join and learn how the process will work. Past submission for the funds for 2023 and 2024 will be coming in June. Future funds will come annually but will always be for the previous year. Schaefer clarified that instead of the Department receiving the money right away, they will have to apply for it for the past year and receive it in arrears. Chief Finke stated the state will review the expenses to determine the reimbursement.

Report from Deputy Fire Chief

- Deputy Fire Chief Lang said the report is in your packet and I'll give you the highlights.
- **Personnel report:** Nothing to report.
- **EMS & Fire Incidents:** EMS and fire responses are there.
- **Training:** Training hours are listed with topics.
- **Apparatus:** The re-chassis for Ambulance 103 arrived and will be put into service tomorrow.
- **Fire Prevention/Public Education:** Activities are listed.
- **Grants/Projects:** DNR Grant is getting finalized and will be sent in shortly. IT project is near completion. Outlook is what the department will be using with a cloud base. Cronin asked if the SAFER grant was being worked on. Lang stated that with the latest cuts and shutdowns by the government, there will be an effect on the department but it is not known yet.

## G. Remarks from the Board of Directors to set the next meeting date, as well as discuss items for the next meeting agenda.

- Next meeting scheduled for Tuesday, April 8, 2025, at SAFER Station 1.
- Cronin has nothing.
- Maloney has nothing.
- Opall thanked Schaefer for his years of service.

- Schaefer indicated that while he enjoyed being a part of the SAFER Board, he needs to lessen his schedule a bit and will be removing himself from the SAFER Board. He will, however, stay on until there is a replacement found.

**H. Business Items**

18:16 Motion by Schaefer to adjourn into closed session pursuant to Wis. Stat. § 19.85(1)(c) for considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, to wit: 2024 annual review of the Fire Chief. Second by Opall.

Roll-call vote:

<u>NAME:</u>	<u>Aye</u>	<u>Nay</u>
Cronin	X	
Maloney	X	
Schaefer	X	
Opall	X	

Motion carried 4:0.

18:25 Motion by Schaefer to reconvene to open session. Second by Cronin. Motion carried 4:0.

Discussion and possible action on closed session item.

***Action: Motioned by Schaefer to approve 1.5 percent increase in Fire Chief wages retroactive to first full pay period in January, 2025. Second by Cronin. Motion carried 4:0.***

**I. Adjourn**

**Motion by Opall to adjourn. Second by Schaefer. Motion carried 4:0.  
Adjourned at 18:29**

Respectfully submitted by Pamela Brehm, Village of Weston Clerk.



**OFFICIAL MEETING MINUTES**  
**SOUTH AREA FIRE & EMERGENCY RESPONSE DISTRICT**  
**Board of Directors Meeting**  
Tuesday, April 8, 2025 @ 17:30

**A. Call to Order**

The meeting of the South Area Fire & Emergency Response District Board of Directors was called to order at 17:32 by SAFER Chairman Mark Maloney.

**Members Present**

Board of Directors – Cronin, Langenhahn, Maloney, Opall, and Schaefer were all present. Also present: Village of Weston – Administrator Gebert, and Director of Finance Trautman; SAFER – Fire Chief Finke, Deputy Fire Chief Lang, Engineer Brandt, Firefighter Haas, and Administrative Assistant Latimer. One guest was present.

**B. Correspondence/Comments from the public on issues related to the SAFER District**

Jim Pinsonneault – Village of Weston Trustee

- Mr. Pinsonneault said there's several observations, I recently started watching some of the SAFER Board stuff and I don't know if the meetings aren't on Zoom, but it looks like we're having some technical difficulties here, or you might use Teams or something else. Are these recorded? I didn't see any meetings recorded anywhere. If they're available to view if you're not live or in-person, if that's an opportunity that we maybe could have? The meeting packets are not uploaded, we have agendas, which I get it, but I don't know what the requirement is, it would be kind of cool to see the packet up there too. I went to the SAFER website, the agenda is there, but the packet is not. I see it's a little more difficult to get information from the fire department than other entities.

**C. Consent Items**

Board of Directors approval of prior meeting minutes from March 11, 2025, and approval of expenditures and receipts from March 2025.

***Motioned by Schaefer to approve prior meeting minutes from March 11, 2025, and expenditures and receipts from March 2025. Second by Opall. Motion carried 5:0.***

**D. Presentations**

2024 Audit Review.

- Director of Finance Trautman gave the presentation of the 2024 Audit from auditor Hawkins Ash  
***Action: Motion by Cronin to Acknowledge the 2024 Audit Review. Second by Langenhahn. Motion carried 5:0.***

**E. Business Items**

Discussion and possible action on Addition of Interfacility Transport Staff.

- Chief Finke said we've done interfacility transfers since before SAFER started, that became a source of revenue that we got used to, we rely very heavily on a small number of people to do those transfers for a few years, and all of those people at this point are retired. It's been difficult for us to keep up with doing that. Our 911 call volume continues to go up, so it's hard to get those transfers out. We've hired some interfacility-only staff, their availability is minimal. As of today we're on pace only to do about 100 this year, traditionally we

do between 300 – 400. We've ran some numbers, and the proposal I would like to make is we try to hire three people, they would each work two twelve-hour shifts a week, they would have to be a nurse or paramedic, and that would be their main job when they come and work here. They're not going to be fire trained, they're going to come here to do interfacility transports and if we get busy on 911 calls, they could take those calls if we need them to. I don't know that we're going to be able to recruit people, that's going to be the hard part of this. The pay rate that I have figured into the numbers is \$24.00 per hour. My hope is that we can get some people that want to fill in some of their off days. We've spent just over \$1,400.00 of our \$40,000.00 budget this year on interfacility staff. I would estimate our expenses for the year on wages, social security, and WRS would be right at \$50,000.00, we have \$38,500.00 in the budget to pay for that, we'll easily bring in the extra money it's going to cost, plus more.

***Action: Motion by Schaefer to approve the Addition of Interfacility Transport Staff. Second by Cronin. Motion carried 5:0.***

Discussion and possible action on Blue Cross/Blue Shield EMS Contract.

- Chief Finke said we've been meeting with our billing company on a regular basis, one of the things they brought up to me at our second to last meeting is that we're currently under contract with Blue Cross/Blue Shield, which honestly, I didn't know, and that contract has been in place for about a decade. We're in-network with Blue Cross/Blue Shield, our current payment back from Blue Cross is less than our Medicare payment. I asked them their recommendation, and they said we have three options, you can continue what you're doing which is not recommended, you can try to renegotiate a contract, or we can just cancel our contract and go out of network. They said the vast majority of their customers are out of network. The downside of this is that our residents are going to get charged an out of network rate. Their recommendation was to go out of contract.
- Maloney said this is from our new billing company.
- Chief Finke said yes.
- Maloney said so they're helping us.

***Action: Motion by Cronin to cancel our contract with Blue Cross/Blue Shield. Second by Opall. Motion carried 5:0.***

End of Month Budget review.

- Chief Finke said the budget is in your packet, if you have any questions, let me know.
- Schaefer said \$90,000.00 in ambulance fees, if we want to make \$1,400,000.00 we need to be at \$120,000.00 a month.
- Chief Finke said over the last four weeks we've made significant progress on getting items fixed.
- Schaefer said and what will that fixing do? Bring more money in the door?
- Chief Finke said yes, one of the issues we have right now is all the insurance companies funnel it into a common payer like Payspan, Echo and Zelis. Some of those were sending money to EMS|MC, we didn't know where it was going, and it wasn't being tracked appropriately. We had to get those companies changed over to the new billing company so they would deposit directly into our checking account, and Administrative Assistant Latimer has done a lot of work over the last three to four weeks.
- Schaefer said what about our old company that's receiving our money?
- Chief Finke said I just looked today and in March we got \$57,000.00. The ACH payments that Cvikota bills out is still going to EMS|MC. I was in our bank account today and there was over the last three or four days we've had multiple larger payments from insurance companies. Cvikota had concern because they're billing the patient and doing the work, but if the money is getting dumped directly into the ETFs at EMS|MC, they said you better make sure they are not billing you too. So, we would be getting billed by both billing companies when only one billing company is doing the work.

Attorney Referral.

- None

## F. Staff Reports

#### Report from Fire Chief

- Fire Chief Finke said the ambulance sold for \$125,000.00, and it's going to Hatfield Fire Department, and they're coming to pick it up on Friday.
- The next item I wanted to mention to see if the Board would want us to put it on as an agenda item at the next Board meeting. We have an individual that I use for health insurance, and he asked if he could come to the fire department to talk to us. A few months ago, he made a presentation on a different health insurance plan, and said he could definitely save us money. He went back to his people, and it was about \$60,000.00 a year less than what we currently pay. I'm not a health insurance expert; this is a different type of plan. If the Board chooses to move forward, I was going to reach out to current insurance agent.
- Internship candidates were interviewed, offers were made. We have three individuals that we made offers to, we had a really good group of people, and it was the first time that we had a fairly long discussion about who we wanted to offer a job to which is good. They will start the 1<sup>st</sup> of June with a move-in day and cook-out.
  - o Gebert asked with the Interns coming in, with their rooms, are we providing the bed and dresser, or are they bringing that with them?
  - o Chief Finke said they will be getting a bed, desk, chair, and nightstand.

#### Report from Deputy Fire Chief

- Deputy Fire Chief Lang said the report is in your packet and I'll give you the highlights.
- **Personnel report:** Nothing to report.
- **EMS & Fire Incidents:** EMS and fire responses are there.
- **Training:** Training hours are listed with topics.
- **Apparatus:** Nothing to report.
- **Fire Prevention/Public Education:** Activities are listed.
- **Grants/Projects:** Nothing to report.

#### G. Remarks from the Board of Directors to set the next meeting date, as well as discuss items for the next meeting agenda.

- Next meeting scheduled for Tuesday, May 13, 2025 at SAFER Station 1.
- Cronin said can we look into the issues with the videography and rectify so we can post them.
- Langenhahn has nothing.
- Opall has nothing.
- Schaefer said I informed my President to replace me, and if he hasn't replaced me by May, I'll come, but once he replaces me, I'll be off. I will miss this.
- Maloney said I attended a Rothschild meeting with several people over there. While I was there the new Fire Chief walked through, and they introduced him to me. I asked him if you and Chief Finke knew each other, and he said yes. In fact, he commented that you (Chief Finke) invited him to a state convention that you wanted him to speak at. Schaefer you have been very good on this Board, you helped me, taught me a lot.

#### H. Adjourn

**Motion by Opall to adjourn. Second by Langenhahn. Motion carried 5:0.**  
**Maloney adjourned at 18:29**

Respectfully submitted by Cher Latimer, SAFER District Administrative Assistant.

**VILLAGE OF WESTON, WISCONSIN**  
**JAMI GEBERT, ADMINISTRATOR**  
**REPORT TO THE BOARD OF TRUSTEES**  
**#2025-4 APRIL 2025**

**1. ITEMS OF SPECIAL NOTE**

- Met with:
  - Greg Johnson, Ehlers, and Finance Director Trautman discussion on TID Closure
  - Kennedy Park Renovation & Capital Campaign Small Group Meeting
  - REI Virtual Meeting RE Donor Signage options
  - Alec Vice, Polco, RE Polling Platform/Survey Options
- Attended MBMPD Design Meeting with HTG Architects, Finance & Human Resources Meeting, Conceptual Plan for Mobile Home Park expansion, Mountain Bay Metro Police Department (MBMPD) Oversight Board Meeting, Mayors Monday Interview with WSAU Radio, Interviews for the Planning & Development position, assisted with In-person Absentee Voting for the Spring Primary, Parks & Recreation Meeting, Ribbon Cutting for The Villas of Vesper (transformation of elementary school into housing), Rothschild Tourism Commission meeting, virtual Regional Housing Study Draft #2 meeting, CLPS Committee Meeting, SAFER Board of Directors meeting, Public Works & Utility Committee, Preapplication Meeting for Weston Avenue development, and Plan Commission.
- As needed Development Review Team Meetings and Code Enforcement Check-ins
- Monthly meetings with Department Directors and Village President
- Weekly Department Directors Meetings

**2. WORK PLAN PROJECTS**

- 2023-2025 Strategic Plan:
  - *Strategic Priority 1: An Energized Workforce: Increased employee satisfaction outcome* – next All-staff Meeting will be held May 21<sup>st</sup> and coordinating annual employee survey.
  - *Strategic Priority 2: Innovative Service Delivery: Innovative regional partnerships outcome* – 2026 Residential Waste and Recyclable Materials agreement planning. Working to coordinate space with D.C. Everest for AP testing.
  - *Strategic Priority 3: Responsible Growth: Increased availability of housing stock* – involvement in CENTERGY’s regional housing study for the development of a housing loan fund.
  - *Strategic Priority 4: Community Engagement: Fully rostered committees & commissions* –vacancy on the Community Development Authority.
- Administrator Referrals:
  - Town of Weston Lease Agreement – discussing at April’s BOT meeting.

**3. IDENTIFIED NEEDS**

- Update(s) to the Employee Personnel Policies and Procedures Handbook – Chapters 2 and 10 are on the Finance and Human Resources Committee and Board agenda for April
- Collaborate with the Friends of Kennedy Park, Parks and Recreation Committee, staff, and contractors on the Renovation and Capital Campaign for Kennedy Park

**VILLAGE OF WESTON, WISCONSIN  
JAMI GEBERT, ADMINISTRATOR  
REPORT TO THE BOARD OF TRUSTEES  
#2025-4 APRIL 2025**

**4. MISCELLANEOUS COMMENTS/ISSUES**

- *Looking ahead* – we will begin coordination of the BOT Retreat. Staff will be sending a poll shortly to coordinate best date and time.
- *Staff transition*: Dusting Gessert will be starting as the new Assistant Zoning Administrator/Code Enforcement Officer on April 28, 2025.

**VILLAGE OF WESTON, WISCONSIN  
PAMELA BREHM, CLERK  
MONTHLY DEPARTMENT REPORT TO THE BOARD OF TRUSTEES  
#2025-04 FOR APRIL 2025**

**ELECTIONS**

Spring Election recap:

5,461 total ballots cast  
57 percent voter turnout  
2,132 absentee ballots case  
0 provisional voters

Future elections will take place on:

April 7, 2026	Spring Election
August 11, 2026	Partisan Primary
November 3, 2026	General Election

**WORK PROJECTS**

- With the elections now behind us for the year, the Clerk's Department is working on Pet Licensing. We still have many pet owners that have not licensed their pets. We are working with Mountain Bay Metro PD on getting pets located within the Village licensed so that we are ensured that they have a rabies vaccination and can find their owners in case they should go missing. With this being the first year doing it in-house, this process is quite extensive.
- This is the time of year in which our bars, restaurants, hotels, convenience stores, and other businesses need to renew their licenses for the 2025-2026 licensing term. Staff is working to get the renewals in and background checks completed so they can be approved before the July 1 deadline.

**VILLAGE OF WESTON, WISCONSIN**  
**JESSICA TRAUTMAN, FINANCE DIRECTOR**  
**MONTHLY DEPARTMENT REPORT TO THE BOARD OF TRUSTEES**  
**#2025-04 FOR April 2025**

**1. ITEMS OF SPECIAL NOTE**

- Attached to this report is a summary of revenue and expenditures for Kennedy Park. As of the end of March only the Village's revenues and expenditures were available to report. In the future I plan on having separate reports for the Village, Friends, and combined total.

**2. WORK PLAN PROJECTS**

- Next week our audit is, we are wrapping up financial statement preparation. Next meeting we should have a draft report available to share.
- We will start the process of getting some numbers together for a potential fire fee to be implemented in the Village of Weston
- 1/3 of utility customers that overpaid were sent a check. It took about a day to do the proper research and make sure we have a good mailing address for 1/3 of the list. We anticipate it taking a couple more days to verify the rest of the customers.
- I will be filing our report to the Federal Government on our ARPA expenditures this week.
- The PSC (State report for the water utility) report will be filed by the end of the month.

**3. IDENTIFIED NEEDS**

- None

**4. MISCELLANEOUS COMMENTS / ISSUES**

None

**Kennedy Park - Total expenses through**

**3/31/2025**

GL	Vendor	Description	Date	Check	Amount
20-05-55210-290-000	G Morty	marketing	5/1/2024	62212	11,825.00
20-05-55210-290-000	REI Civil	construction documents	8/21/2024	62795	11,880.00
20-05-55210-290-000	Sun Printing	sign	10/28/2024		678.50
20-05-55210-290-000	REI Civil	construction documents	10/31/2024	63264	18,552.59
20-05-55210-290-000	US Bank Corp	cracker jacks for groundbreaking	11/6/2024		124.90
20-05-55210-290-000	REI Civil	construction documents	11/22/2024	63432	17,957.75
20-05-55210-290-000	American Engineering	soil boring	12/27/2024	63586	8,600.00
20-05-55210-290-000	REI Civil	construction documents	12/30/2024	63690	12,925.00
			As of 12/31/2024		<u>82,543.74</u>
41-07-57621-215-000	REI Civil	construction documents	3/27/2025	64,102.00	<u>18,932.50</u>
			TOTAL	3/31/2025	<u>\$ 101,476.24</u>

# TOTAL VILLAGE FUNDS AVAILABLE FOR KENNEDY PARK

AS OF 3/31/2025

ARPA funds that were used for projects that were borrowed for

101,645.00 amount spent on Equipment

476,792.76 Jelinek Alderson - Machmueller

143,212.87 Fuller St

146,826.23 East Jelinek

(18,932.50) 2025 Exp throug 3/31/25

(31,390.21) amount transferred from Capital to cover difference

\$ 818,154.15

\$ 36,796.72 Amount of Room Tax Funds to be transferred upon approval

\$ 381,550.00 Amount of Funds Borrowed for Kennedy park

\$ 1,236,500.87 Total Funds to be used for Kennedy as of 3/31/2025



## South Area Fire & Emergency Response

### SAFER District

224225 Hummingbird Rd. Wausau, WI. 54401  
Phone (715)355-6763 Fax (715)355-6805

**Joshua Finke**

Fire Chief

**Eric Lang**

Deputy Fire Chief



March was again a month that was busier than the previous year. The district responded to 7 structure fires for the month. Crews also performed an ice rescue on Lake Wausau just off of Pintail Lane in the Village of Rib Mountain. All three crews received training from Zoll on our new Auto Pulse devices. These units perform mechanical CPR on our cardiac arrest patients, they are replacing the LUCAS devices that were nearing the end of life. We continue to work on our paid per call firefighter program although it has proven to be difficult. We started with 10 applicants, and offered positions to 7 individuals. Unfortunately, during the pre-employment process another 3 were eliminated which brings us to only 4 individuals. The interviews for our internship positions are complete, we have offered positions to 3 individuals that will start on June 1<sup>st</sup>.

The Osage ambulance was sold on the Wisconsin Public Surplus site for \$125,000 which was the minimum price set by the board. Late in 2025 we are set to take delivery of a new ambulance to replace a current unit that is 11 years old and has approximately 150,000 miles. Unfortunately, we have experienced some issues with our new aerial those are being worked on by the manufacturer.

*Joshua J Finke*

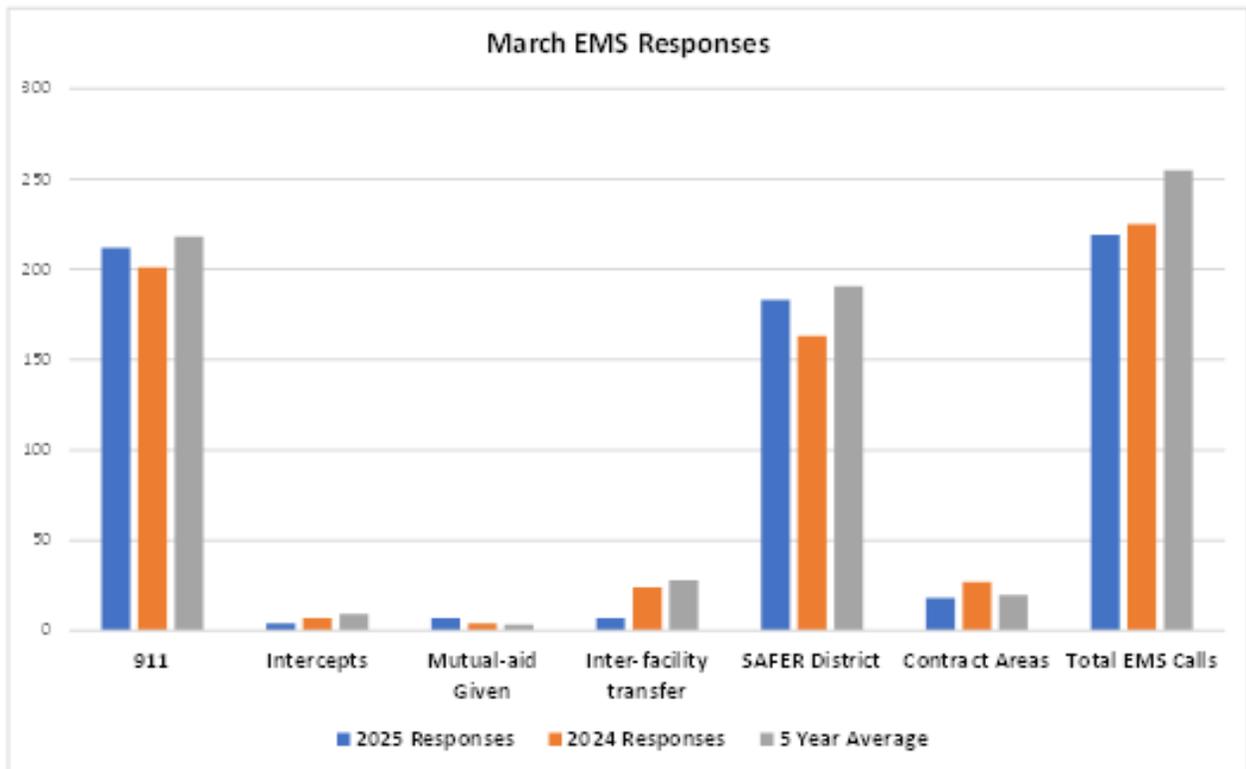
Joshua J Finke

Fire Chief

[Type here]

## March EMS Response Report

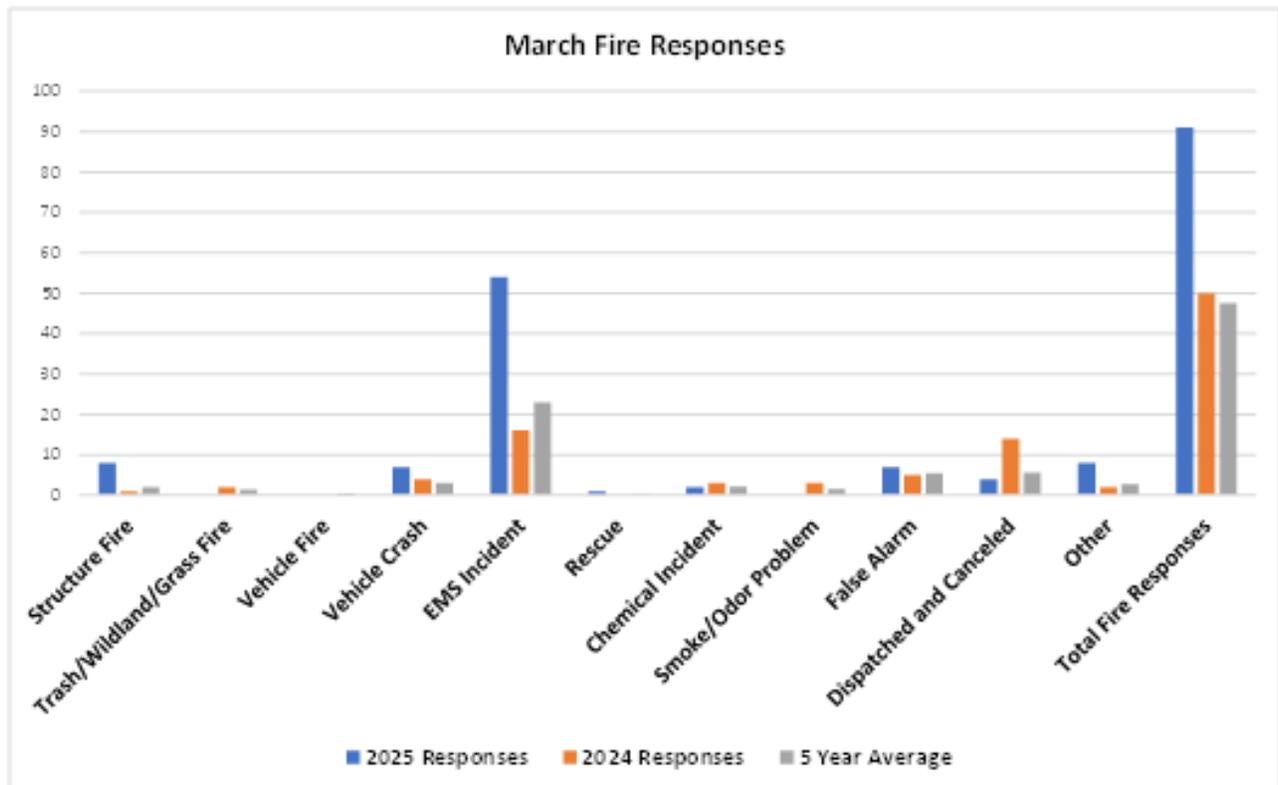
	<u>2025</u>	<u>2024</u>	<u>5 year Average</u>
911	212	201	218.0
Intercepts	4	7	9.4
Mutual-aid Given	7	4	3.4
Inter-facility transfer	7	24	27.8
SAFER District	183	163	190.6
Contract Areas	18	27	19.6
<b>Total EMS Calls</b>	<b>219</b>	<b>225</b>	<b>254.8</b>



[Type here]

## March Fire Response Report

	<u>2025</u>	<u>2024</u>	<u>5 year Average</u>
Structure Fire	8	1	2.0
Trash/Wildland/Grass Fire	0	2	1.4
Vehicle Fire	0	0	0.4
Vehicle Crash	7	4	3.0
EMS Incident	54	16	23.0
Rescue	1	0	0.2
Chemical Incident	2	3	2.2
Smoke/Odor Problem	0	3	1.6
False Alarm	7	5	5.4
Dispatched and Canceled	4	14	5.6
Other	8	2	2.8
<b>Total Fire Responses</b>	<b>91</b>	<b>50</b>	<b>47.6</b>



[Type here]

**VILLAGE OF WESTON, WISCONSIN**  
**SHAWN OSTERBRINK, PARK DIRECTOR**  
**MONTHLY DEPARTMENT REPORT TO THE BOARD OF TRUSTEES**  
**#2025-4 FOR MARCH 2025**

**1.ITEMS OF SPECIAL NOTE**

**2. WORK PLAN PROJECTS**

1. Strategic Plan Initiatives

- Innovative Service Delivery
  - Working on a draft User Agreement for local organizations.

**3.Kennedy Park Renovation**

**Capital Campaign:**

4/21/25

The most recent Dine for a Cause night was held at Texas Roadhouse on April 7<sup>th</sup>. We have not received an update on the amount raised.

Working with the Rajek family on naming rights for field #4. We have some preliminary signage to present to the family. The Park Committee recommended approval, and the Village Board approved.

The Park Committee recommended approval and the Board approve the agreement with Full Nelson for the items in the proposed contract.

**Construction:**

4/21/25 Update

We are moving forward with working on structural engineering on the dugouts and retaining walls. Staff have also met with and are moving forward with the architectural on the multipurpose building, concession/restroom facility and the bathroom and shelter facility on the east side of the park.

The project officially gets advertised on 4/16/2025 for the first two fields with bids due on May 7<sup>th</sup>.

**Pickleball:**

4/21/25 Update

There is no new information currently.

### **Yellowbanks Canoe and Kayak Launch:**

4/21/2025 Update

The Park Committee recommended the approval of moving forward with the project. The Plan Commission recommended some changes to widen the entrance and adding curb to the project. Also, due to the amount of parking stalls a parking lot light will be required. Once a final design is completed, we can update the estimate for the cost of this project.

### **Disc Golf:**

4/21/2025 Update

Staff have measured the required amount of chain for each basket but have not obtained a cost for the new chain.

## **4. IDENTIFIED NEEDS**

## **5. MISCELLANOUS COMMENTS / ISSUES**

- Park Work – Staff have been prepping ball fields, painting foul lines, moving items out of Kellyland Park in anticipation of the Fuller Street construction, staff also removed the planters and bollards from Schofield Avenue prior to construction, equipment maintenance, and various other projects. Staff has also been preparing for the upcoming season at the Aquatic Center and in Parks by ordering parts and making repairs. Fischer Brothers is on site completing the post replacement and updated signposts.

**VILLAGE OF WESTON, WISCONSIN**  
**JENNIFER HIGGINS, DIRECTOR OF PLANNING & DEVELOPMENT**  
**MONTHLY DEPARTMENT REPORT TO THE BOARD OF TRUSTEES**  
**#2025-04 FOR APRIL 21, 2025**

**1. ITEMS OF SPECIAL NOTE**

- Dustin Gessert has been hired as the new Assistant Zoning Administrator/Code Enforcement. His first day will be April 28. He has prior experience in Law Enforcement, Public Works, Construction and Facilities Management. We look forward to him joining our team.

**2. WORK PLAN PROJECTS**

**Strategic Plan Initiatives the Dept is involved with at this time.**

- **An Energized Workforce**
  - **Develop Employee Engagement Plan**  
Ongoing. Next employee all-staff meeting will be held in May.
  - **Create & Implement Employee Continuing Education (CE) Plan**  
Staff are currently working to plan for CE opportunities in 2025. The Inspection Team attends CE opportunities throughout the year and attends a monthly Building Inspectors CE in the Fox Valley with other inspectors in our region. I attended the Centergy's 2025 Central WI Workforce Summit at the Food & Farm Exploration Center in Plover on 3/18/25. I am also planning to attend the Central WI Spring EDO and Municipalities meeting in Mosinee on May 6.
  - **Target - Stay interviews of 100% Staff annually** - All Planning & Development Staff reviews/stay interviews were completed.
- **Innovative Service Delivery**
  - **Conduct annual departmental operations analysis**

**Target - 2025 – Evaluation of one Core Service**

- Department will be meeting later this month to determine which Core Service to address this year. I have a 2025 Work Plan which contains goals in each core service for the year. Once finalized it will be given to Administrator Gebert and may be shared with the Board and relevant committees/commissions.
- **Responsible Growth**
    - **10 year Update to Comp Plan.**
      - Staff met with MDRoffers on 2/14/25 to kick off Phase 1 of the project. He and his staff are currently working to update the Conditions and Issues Volume 1 of the Comp Plan and have a draft

to us later this spring/early summer. Jami and I also met with him to begin crafting the public participation survey. We should have a draft of that in late spring/early summer so we can get it ready for release in the fall.

- **Target - Construction started on 30 housing units annually – has been accomplished in 2024.** In 2024 38 new WUBPA permits were issued. As of 4/15/25 we have issued 33 new WUBPA permits.
- **Develop Key Sites Marketing Plan.**  
Administrator Gebert and I have discussed this but to my knowledge nothing has moved forward to date.
- **Establish Village Development Policies & Procedures.**  
Work has begun on this and will be ongoing. We have started to create Standard Operating Procedures (SOPs) for all our processes. Once completed we will begin sharing with the Board and respective Committees and Commissions. My plan is to have them approved so that everyone is on the same page to how things will be going moving forward.
- **Community Engagement**
  - The Spring Refuse and Recycling community events will start occurring in May. May 14 is the Paper Shredding Event. May 15-17 is Spring Bulk Item Drop off. Saturday May 17 is the Electronics Event.
  - I will be serving on a Team with some of my counterparts at Wausau, Marathon County and Rib Mt to assist UWSP Business Students with an Economic Development Related Project to develop strategies to improve visitor data collection and/or measure economic impact of water and land trails, parks, and outdoor amenities in Central Wisconsin (Marathon and Lincoln Counties). Our first interaction with the students occurs on 4/17.
  - I will be attending the Chamber Expo on 4/17.

### **Code Enforcement**

- We continue weekly in person check-in meetings with staff and are receiving updates via email from Officer Zwicky and Loveless for things they are working on. Since school is in session, we transitioned to once a month zoom meetings with the Officers as it is harder for them to get away from the schools. Our new partnership is going very well. I have provided a code enforcement report update on the agenda.

**Refuse and Recycling –** Spring Refuse and Recycling community events will start occurring in May. May 14 is the Paper Shredding Event. May 15-17 is Spring Bulk Item Drop off. Saturday May 17 is the Electronics Event.

## Building Permits & Inspections

- Work on the Commercial Building Inspection program continues.
- We are also working to go through permit processes and checklists for the Evolve Update.

## Planning, Zoning & Economic Development –

- We met earlier this month with Weston Manor Manufactured Home Park (Fuller St) on the approval process for a possible expansion to their Park.
- I am working with North Central WI Regional Planning Commission on an Update to our **Housing Affordability Report** to meet the State requirements ([Sec. 66.10013](#)). This will bring us up to date through 2024. As part of the process they will be simplifying the report so that it is easier for staff to update on our own. As part of this project we will be setting up an ARCGIS Story Map which will contain a dashboard of building permit totals by year, a map of the Village with highlighted parcels where development is actively occurring, and a brief description of each active development. They will be providing staff with the procedures to update and maintain the map going forward. In tangent I will be updating our **New Housing Fee Report** and will get that uploaded to the website to meet [Sec. 66.10014](#). I currently have a draft of the report and the website story map for review and a meeting scheduled next week to go over it.
- **Evolve Software Upgrade** – This project is going slower than we would have liked due to being down a staff member and the number of permits/workload we have right now but we are slowly making progress and some items have already been updated for processes/workflow. Staff met with Evolve on 3/5/25. We have a test portal that they have designed with the new customer facing upgrades. They are currently working to create a separate planning module as we already had separate modules for code enforcement, licensing and permits. This will allow each to be customizable with buttons and information relevant to the module. Staff is currently going through the customer side of the portal to make necessary changes. Staff has already begun using the BlueBeam software within Evolve for site plan review which has made site plan review so much easier as we can all mark up the same plans and get them back to the applicant within the Evolve software instead of via hand.

Key upgrades to the Evolve software program we know of so far:

- New landing pages for each module which will match our website for color and text style.
- The ability for applicants to save an application to be completed later.
- The ability to add help text to explain what customers are to include in the

fillable boxes.

- Customers will access their accounts via a PIN instead of password.

Timeline for deployment to the public will depend on how fast each department gets their changes back to Evolve.

### **3. IDENTIFIED NEEDS**

- Commercial Building Inspections.

### **4. MISCELLANEOUS COMMENTS / ISSUES**

- A zoning permit was issued for a new A&W restaurant in the old Fuzzy Taco's location. No timeline has been given for opening. Staff is reviewing some façade upgrades, updates to the parking lot/drive-thru and then an interior remodeling permit.
- Osso Buco has announced they are closing as the owners are moving out of state.
- Woosters Garage has moved out of the Mesker St location
- Manufactured Home Park Inspections will begin in early May when the new Assistant Zoning Administrator/Code Enforcement Officer comes on staff. Meverden and Gessert will be completing these inspections together. We feel that will give Gessert some good experience with code enforcement.

## **2025 BUILDING PERMITS**

### **1. Monthly Building Permit Stats**

The Dept. issued 135 building permits in March 2025 with an estimated permit valuation of \$7,408,036. 134 permits were issued in the Village of Weston and 1 in the Village of Rothschild. The Dept. collected \$62,642 in total permit fees for the month. There were 10 new single family home permits and 10 new manufactured home permits issued in March. Please note that the report does show Special Assessment Reports (30 were completed) with an added permit value of \$1150 for the reports to be completed.

[Weston Housing Unit Totals \(1990-2024\)](#)

[2025 Building Permits Issued to Date](#)

**2025 Building Permits Issued to Date – (Village only)**

Date:	Single Family	Duplex	Multi-Family				Commercial	Total All Permits Issued
			4	6	8	12+		
January	6	-	-	-	-	-	12	58
February	5	-	-	-	-	-	18	74
March	10	-	-	-	-	-	38	134
<b>Total</b>	<b>21</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>68</b>	<b>266</b>
<b>Totals through March of each year</b>								
2024	7	-	-	-	-	-	52	188
2023	4	3	-	-	-	-	32	185
2022	5	1	-	-	-	-	35	183
2021	2	-	-	-	-	-	59	223
2020	6	-	-	-	-	-	36	210
2019	3	-	-	-	-	1	53	111
2018	8	-	-	-	-	-	44	132
2017	1	-	-	-	-	-	41	81
2016	3	-	-	-	-	-	70	105
2015	6	1	-	-	-	-	35	71
2014	6	-	-	1	1	-	51	88
2013	2	-	-	-	-	-	42	73
2012	1	-	-	-	-	-	59	90
2011	3	-	-	-	-	-	20	62
2010	4	-	-	-	-	-	17	101
2009	1	2	-	-	1	-	4	46

Note: Beginning in 2020, the Permits issued include Special Assessment Letters.

**MOUNTAIN BAY**  
**METROPOLITAN**  
**POLICE**  
**DEPARTMENT**



***2024 ANNUAL REPORT***

**TABLE OF CONTENTS**

**Chief's Report . . . . . 2-3**

**Captain Ostrowski's Report . . . . . 4**

**Captain Aldrich's Report . . . . . 4**

**Detective's Report. . . . . 5**

**SRO/D.A.R.E. Officer's Report . . . . . 6**

**Patrol Sergeant's Report . . . . . 7**

**Police K-9 Forrest's Report . . . . . 8**

**Police K-9 Katie's Report . . . . . 8**

**Organizational Chart . . . . . 9**

**Group Department Photo. . . . . 10**

**Department Photographs . . . . . 11-14**

**Arrest Reports/Department Numbers . . . 15**

**Municipal Court/Court Revenue . . . . . 16**

**Conclusion . . . . . 17-18**

**Police Department Stats . . . . . 19-21**

## **CHIEF'S REPORT**

*The Mountain Bay Metropolitan is a newly formed department as of May 1, 2024 between the City of Schofield, Village of Rothschild, Village of Weston and Town of Weston.*

*Three conditional offers of employment were given for police officer positions in 2024. One officer was hired and began work in 2024, Officer Kou Moua. Two conditional offers of employment were given to individuals who couldn't start employment in 2024 due to education/training requirements. One of the individuals was Makenna Zoesch, who graduated the Law Enforcement Academy and started field training on January 2, 2025. The other individual is currently working on their education and certification. As part of the hiring, we have received grants from Wisconsin Training and Standards. In addition, officers receive grant funding for their 24 hour recertification training.*

*Two officers received promotions to Detective, with one effective in 2024 and one effective in 2025. Officer Nathan Zuelke was promoted in 2024 and Officer Alexis Meier started her position in January, 2025. In addition, Officer Matthew Nelson changed his title from Detective to Marathon County Special Investigator working with the County Task Force.*

*Sergeant Tanner Uhlig was selected to join the Marathon County SWAT Team in August 2024. Officers Lucas Wiza and Austin Valenta were selected to join the Marathon County Mobile Field Force Team in October 2024. SWAT and Mobile Field Force are joint teams including sworn members of the Marathon County Sheriff's Office, Wausau Police Department, and Mountain Bay Metropolitan Police Department.*

*A Mountain Bay Metropolitan Employee Handbook was created and implemented. It was adopted June on 19, 2024, with a revision on July 17, 2024.*

*We had several public events in 2024, which included:*

*Meet and Greet at Sam's Pizza*

*D.A.R.E. Iron Kid Challenge*

*Bike Rodeo*

*Blue Hearts Event (Meet and Greet with Mountain Bay Metro)*

*Mountain Bay Monster Bash*

## 2024 ANNUAL REPORT

*The department updated all its officer duty weapons as each department used different calibers.*

*The police department updated its squad graphics and patches for the new agency. I'm proud and impressed with the professionalism of the officers and the creation of the new police department.*

*The police department has four clerical staff which is the same number at the time of the merge. The current clerical staff is very busy, and have been since the start of the new department. It's not uncommon for clerical staff to have several in custody reports each day.*

*I would like to personally thank Merre Woznicki, Jill Holbach, Sandy Bates and Carrie Hockerman for their hard work and dedication.*

## **CAPTAIN OSTROWSKI'S REPORT**

*The Mountain Bay Metropolitan Police Department continues to participate in High Visibility Grants which include "Click it or Ticket" and "Drive Sober or Get Pulled Over" campaigns. We continue to take advantage of the grants as they are offered to us.*

*The Mountain Bay Metropolitan Police Department continues to be proactive with traffic enforcement and looks forward to any future grants that may arise.*

*The Mountain Bay Metropolitan Police participated in the annual Fall Ride in Tomahawk as well as 48 other agency assists for surrounding jurisdictions.*

## **CAPTAIN ALDRICH'S REPORT**

*All sworn personnel have met or exceeded training requirements for the 2023-2024 training year (July 1, 2023 – June 30, 2024). All sworn officers need a certain amount of training to retain their certification.*

*Some specialized trainings include SWAT, K-9, Mobile Field Force, EVOC (Vehicle Contacts and Range), WI IAAI Fire Investigator, Leadership in Police Organizations, Red Dot Pistol Instructor, D.A.R.E. Instructor, Interview Techniques, Evidence Technicians and Humane Officer.*

*The department has been working on updating all policies for the new agency. In 2024, the several policies were updated and implemented.*

*In 2024, the department has held 6 hiring processes for police officers. 39 applications were received, 16 interviews were conducted and four positions were filled. The department continues to hold hiring processes in 2025.*

*A Small Rural Tribal (SRT) body worn camera grant was applied for, and we were selected to move to the award stage in December 2024. This grant is worth up to \$8,764 in match funds. This grant will help the department expand our body worn camera program and replace multiple older cameras currently in use.*

*The department signed paperwork to continue participation in the Marathon County Narcotics Task Force. Participation in this federal unit has multiple benefits to our agency and communities we serve. One benefit is similar to a grant, with the department's participant's overtime being reimbursed while working for the unit. There is a monthly and annual financial limit that can't be exceeded regarding this reimbursement.*

## ***DETECTIVE'S REPORT***

*The Mountain Bay Metro Police Department currently operates with four detectives and has made several changes since the new department was started in May of 2024. The department started with two detectives and we promoted two, with one being assigned to the evidence room. The amount of evidence that is received and was stored by the police department is amazing. The police department is currently managing two evidence rooms, one at each of the two police department locations, and eventually will be condensed into one. We have continued to use the Wisconsin Surplus Auction to disperse old unclaimed items as well as several trips to the Marathon County landfill.*

*The police department continues to operate a 24/7/365 drug drop box to continue to prove a safe alternative for the disposal of unwanted drugs and medication.*

*Total of specific arrests and citations that occurred since May 2024*

<b>Thefts</b>	<b>54</b>
<b>OWI</b>	<b>42</b>
<b>Miscellaneous Investigations</b>	<b>99</b>
<b>Warrant Arrests</b>	<b>41</b>
<b>Drug Cases</b>	<b>68</b>
<b>Juvenile Runaway/Disturbances</b>	<b>2</b>
<b>Battery</b>	<b>22</b>
<b>Domestic Abuse/Family Disturbance</b>	<b>34</b>
<b>Animal Complaints</b>	<b>9</b>
<b>Disorderly Conduct</b>	<b>96</b>
<b>Criminal Damage to Property</b>	<b>30</b>
<b>Mental Commitments</b>	<b>39</b>
<b>Bail Jumping</b>	<b>56</b>
<b>Underage Alcohol Violation</b>	<b>19</b>

*The above numbers relate to criminal and ordinance arrest numbers. Some investigations resulted in multiple arrests or ordinance citations.*

*A total of 201 Property Control numbers were assigned for 2024. A partial reason for the increase is the necessity to save body camera video as evidence. Property Control numbers are used any time an officer takes custody of property that is entered into evidence or property. Property control numbers can have multiple items of evidence associated with each number.*

**SCHOOL RESOURCE OFFICER/  
DARE OFFICER'S REPORT**

*The Mountain Bay Metro Police Department has five School Resource Officers. Prior to the start of the new department in May of 2024, the D.C. Everest School District had four School Resource Officers. The school district has been instrumental in the addition of the fifth SRO.*

*The SROs report to their assigned schools daily and continue to be busy with school related calls for service. In addition, we continue to instruct D.A.R.E and have several activities as part of that program which include the Drunk Buster Go Carts and D.A.R.E. Bowling.*

*During the summertime some of the SROs work a regular patrol schedule and two of the SROs help the municipalities with zoning and animal registrations.*

*The partnership with the police department and the school district has been amazing. The SROs continue to work directly with the school district to make a positive and safe atmosphere for the students and staff.*

***PATROL SERGEANT'S REPORT***

*The police operates with four Sergeants that work two different work schedules which are two on day shift and two on night shift, working opposite rotations. The police department had six Sergeants in the May of 2024, when the new police department started and due to promotions and the changes in staffing, we currently operate with four Sergeants.*

*The Sergeants oversee a large amount of the patrol functions including checking paperwork from crash reports to citations and assuring calls for service are handled appropriately.*

*In addition to patrol duties, three of the four Sergeants are currently on the Marathon County SWAT team and receive valuable training each month to assist patrol officers with various situations.*

## **POLICE K-9 FORREST'S REPORT**

*This year K-9 Forrest and I had approximately 33 deployments throughout Marathon County for vehicle sniffs, area searches, tracks and community relations events. Forrest recovered 8 pieces of drug paraphernalia, 1 THC cartridge, 1 marijuana cigarette, several THC edibles, 1.25 grams of methamphetamine, .7 grams of heroin, .7 grams of fentanyl and several grams of psilocybin mushrooms.*

*We continue to be involved with the D.A.R.E. program and Forrest attended 3 D.A.R.E. graduations.*

*K-9 Forrest and I attended several events for Merrill Iron and Steel.*

## **POLICE K-9 KATIE'S REPORT**

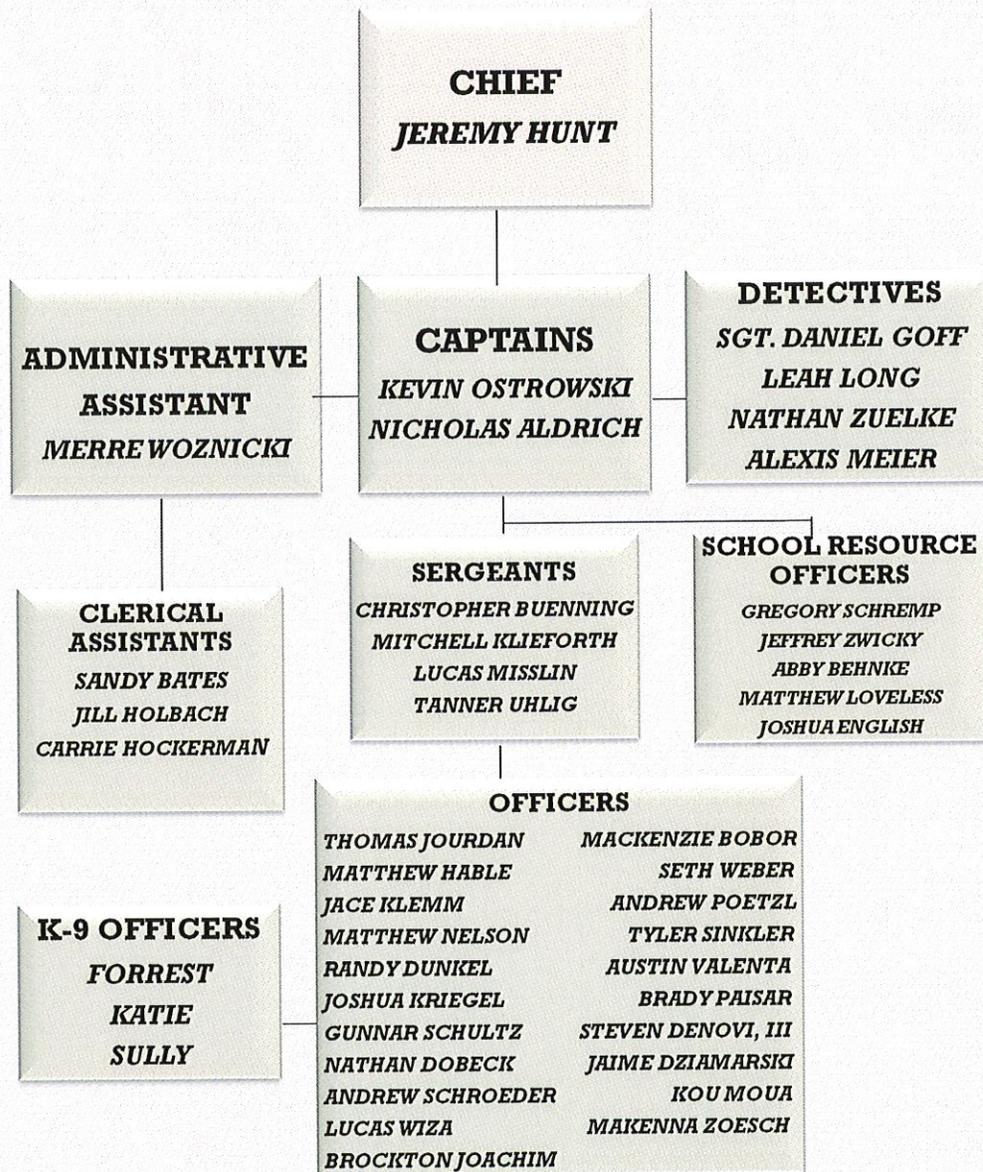
*On Patrol, K-9 Katie had 31 deployments ranging from narcotic sniffs, tracks, and an article (evidence) search. It has been great that agencies are recognizing K-9 Katie's skills and utilizing them on the road. Katie recovered 4 oz. of cocaine, 1.5 lbs. of marijuana, 17 g. methamphetamine, and a small amount of crack cocaine.*

*K-9 Katie and I completed our recertifications as well as continuing to maintain our monthly training with fellow handlers from Marathon County and adjacent counties.*

*The year was also busy in the school district with D.A.R.E. events as well as a presentation at the D.C. Everest Senior High School.*

*Merrill Iron and Steel invited Katie and I to do several demonstrations which also turned into a K-9 fundraiser.*

**MOUNTAIN BAY METROPOLITAN**  
**POLICE DEPARTMENT**  
**2024-25 ORGANIZATIONAL CHART**





***MEDAL OF VALOR RECIPIENTS***



***Sergeant Tanner Uhlig, Officer Austin Valenta and Officer Brockton Joachim***



***Sergeant Nathan Zuelke receiving award from Captain Kevin Ostrowski***

***SWEARING IN***



***Jeremy Hunt being sworn in as Mountain Bay Metro Police Chief***

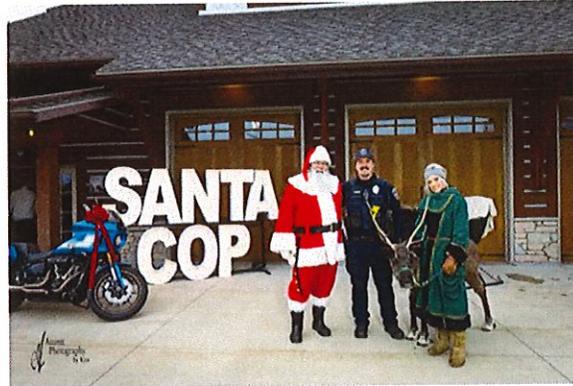


***Makenna Zoesch being sworn in as Police Officer***

**2024 ANNUAL REPORT**



***Officer Andrew Schroeder at D.A.R.E. Graduation***



***Officer Lucas Wiza at Police Lights of Christmas Event***



***Officer "Mario" (Matt Loveless)***



***Customer Appreciation***

***K-9 OFFICERS***



***OFFICER SULLY***



***OFFICER FORREST***



***OFFICER KATIE***

## 2024 ANNUAL REPORT

### ARREST REPORTS

#### UCR Numbers Reported to the Federal Government

2024

Murder	0
Sex Offenses - Rape	2
Sex Offenses - Sodomy	1
Sex Offenses - Fondling	8
Assault	58
Kidnapping/Abduction	4
Human Trafficking	0
Robbery	0
Burglary	6
Larceny/Theft	91
Motor Vehicle Theft	5
Arson	3
Counterfeiting/Forgery	11
Embezzlement	1
Weapon Law Violations	6
Prostitution Offenses	0
Drug/Narcotic Offenses	103
Gambling Offenses	0
Pornography	5
Animal Cruelty	1

#### 2024 DEPARTMENT NUMBERS

	3rd and 4th Quarter	Quarter Average
Traffic Citations	1525	762
Warnings	1056	528
OWI	42	21
Drug Arrests	115	57
Crash Reports	341	170
Case Numbers	3013	1506
Calls for Service	10888	5444
Total Arrests	2162	1081

*\* These are approximately one-half year statistics.*

**Fingerprint Services**

The police department, in addition to calls for service, has also continued to offer fingerprinting services. Over the years, we have begun to charge for this service, and we are one of the very few local places that offer this service on a day-to-day basis. People request to get fingerprinted for several different reasons, which include Carry Concealed Permits and job applications. From May through December of 2024, 181 sets of fingerprints were completed which averages to one per day.

**Municipal Court/Court Revenue**

The Rothschild Area Municipal Court consists of six municipalities including the Village of Rothschild, Village of Edgar, Marathon City, City of Schofield, Village of Weston and Town of Weston. The chart below shows the collections for each municipality for traffic and ordinance citations. The total collections are split in many ways including the State of Wisconsin and Marathon County.

<u>2024:</u>	<u>Cases</u>
<b>City of Schofield</b>	<b>536</b>
<b>Town of Weston</b>	<b>95</b>
<b>Village of Edgar</b>	<b>30</b>
<b>Village of Marathon City</b>	<b>72</b>
<b>Village of Rothschild</b>	<b>1,434</b>
<b>Village of Weston</b>	<b>1,291</b>
<b>2024 YTD:</b>	<b>3,458</b>

**These are approximately one-half year statistics.**

## CONCLUSION

*The busy year has come to an end as the Mountain Bay Metro Police Department was established in May of 2024. I would like to thank the Village of Rothschild, City of Schofield, Village of Weston and the Town of Weston as well as the D.C. Everest School District for the vision of encompassing all jurisdictions to one law enforcement jurisdiction. The police department has been operating out of the Village of Rothschild building located at 211 Grand Avenue.*

*As the department started, we had to make many changes from adding and updating vehicles, updating officer duty weapons, changing and updating forms and making plans. Neither former police departments were designed to handle the current staffing levels of employees and several changes had to be made to accommodate personnel.*

*In addition to forming the new police department, the municipal courts were adjusted by adding the City of Schofield, Village of Weston and Town of Weston into the Rothschild Area Municipal Court which consisted of the Villages of Rothschild, Marathon City and of Edgar. The court now has six municipalities and is currently housed in a building owned by the Village of Rothschild. The municipal court consists of two employees and the space being used also wasn't designed to house a multi-jurisdiction court with additional employees.*

*The police department continues to take a proactive approach to traffic and criminal activity in the entire Mountain Bay Metro Police Department patrol area. As the department continues to work on community programs, for example the Halloween BASH in October and the K-9 Fund Raiser in June.*

*The Mountain Bay Metro Police Department web page is currently up and running, as well as the department Facebook page, which is being updated with events and news of the police department.*

*The police department has many upcoming goals which include completing the new policy manual, updating equipment, specialized training of officers and continuing to hire positive professional police officers.*

*The goals for the police department are to continue to be consistent with the past years as we continue to think about the future with changes that will impact the community and remain cost effective.*

*The police department prides itself on taking a professional and proactive approach to criminal activity to ensure the safety of all residents.*



*Chief Jeremy P. Hunt*  
**MOUNTAIN BAY METROPOLITAN  
POLICE DEPARTMENT**

**Mountain Bay Metro Police Department Stats**  
**5/1/2024 12:00:00 AM to 12/31/2024 12:00:00 AM**

**Offenses**

	City	Other	Town	VOR	VOW	Total
51.15/51.45 - HCC COMMITMENT	8	0	2	14	33	57
AGENCY ASSIST	0	9	0	15	24	48
ALL OTHER OFFENSES	25	0	2	28	96	151
ANIMAL BITES	2	0	0	3	9	14
ANIMAL CRUELTY	1	0	0	0	0	1
ANIMAL/DOG AT LARGE	0	0	0	0	1	1
ARSON	0	0	0	2	1	3
ASSAULT - AGGRAVATED	3	0	0	9	5	17
ASSAULT - SIMPLE	4	0	1	5	27	37
ASSAULT - THREAT / INTIMIDATION / STALKING	1	0	0	3	6	10
BURGLARY/BREAKING & ENTERING	4	0	0	2	3	9
CDTP - DESTRUCTION/DAMAGE/VANDALISM OF PROPERTY	8	0	0	16	35	59
COUNTERFEITING / FORGERY / USING / UTTERING	1	0	0	4	7	12
CURFEW/LOITERING/VAGRANCY VIOLATIONS	0	0	0	0	1	1
DEATH INVESTIGATION - NON SUSPICIOUS	6	0	0	5	16	27
DISORDERLY CONDUCT	25	0	1	34	69	129
DRUG /NARCOTIC VIOLATIONS - EQUIPMENT / PARAPHERNALIA	12	0	0	4	34	50
DRUG /NARCOTIC VIOLATIONS - POSSESS /DELIVER / MANUFACTURE	19	0	0	3	48	70
EMBEZZLEMENT - INCLUDE THEFT FROM EMPLOYER	0	0	0	0	2	2
FAMILY OFFENSES, NONVIOLENT	1	0	0	0	5	6
FIRE	2	0	0	1	4	7
FRAUD - CREDIT CARD	0	0	1	1	7	9
FRAUD - FALSE PRETENSE/SWINDLE/CON GAME	1	0	0	8	14	23
FRAUD - HACKING/COMPUTER INVASION	0	0	0	0	2	2
FRAUD - IDENTITY THEFT	1	0	0	4	8	13
FRAUD - WIRE	0	0	0	0	1	1
KIDNAPPING	1	0	0	2	2	5

**2024 ANNUAL REPORT**

LIQUOR LAW VIOLATIONS	4	0	0	5	20	29
LOST AND FOUND PROPERTY	0	0	0	1	0	1
MISCELLANEOUS INVESTIGATION	10	1	0	15	39	65
MOTOR VEHICLE THEFT - NO CONSENT	1	0	1	1	5	8
NON REPORTABLE	16	0	1	10	50	77
NSFC - WORTHLESS CHECKS	0	0	0	5	0	5
OPERATING WHILE REVOKED	1	0	0	1	4	6
ORDINANCE VIOLATION	3	0	0	0	2	5
OWI / DUI - DRIVING /OPERATING UNDER THE INFLUENCE	17	0	2	18	29	66
PORNOGRAPHY/OBSCENE MATERIAL	1	0	0	1	7	9
PROBATION VIOLATION	1	0	0	1	0	2
PURCHASE OR POSSESSION OF TOBACCO PRODUCTS BY JUVENILES PROJ	1	0	0	0	0	1
RESISTING/OBSTRUCTING	1	0	0	3	3	7
RUNAWAY	0	0	1	0	3	4
SEXUAL ASSAULT - FORCIBLE FONDLING	0	0	0	2	6	8
SEXUAL ASSAULT - FORCIBLE RAPE	1	0	0	3	2	6
SEXUAL ASSAULT - FORCIBLE SODOMY	1	0	0	0	1	2
SEXUAL ASSAULT NONFORCIBLE - STATUTORY RAPE	1	0	0	0	6	7
THEFT - ALL OTHER THEFT	9	0	1	13	32	55
THEFT - AUTO PARTS & ACCESSORIES	1	0	0	0	3	4
THEFT - FROM BUILDING	1	0	0	0	8	9
THEFT - FROM MOTOR VEHICLE (NOT PARTS)	0	0	0	6	11	17
THEFT - SHOPLIFTING	1	0	0	3	24	28
TRAFFIC ELCI NOT REPORTABLE	4	0	0	0	1	5
TRESPASS OF REAL PROPERTY	0	0	0	3	4	7
WARRANT ARREST - 7399	14	0	0	5	43	62
WEAPONS LAW VIOLATIONS	1	0	0	0	7	8
WELFARE CHECK	1	0	0	0	1	2
<b>Totals</b>	<b>216</b>	<b>10</b>	<b>13</b>	<b>259</b>	<b>771</b>	<b>1269</b>

## 2024 ANNUAL REPORT

### Calls for Service Stats

	Totals
City	2734
Other Jurisdiction	369
VOR	4866
VOW	8989
Town	295
<b>Total</b>	<b>17253</b>

### Accidents

	Total
City	65
Other	4
Town	9
VOR	146
VOW	246
<b>Total</b>	<b>470</b>

### Warnings

	Total
City	323
Town	60
Village	1087
<b>Total</b>	<b>1470</b>

### Citations

	ELCI	NTC	Total
VOR	534	181	715
City	398	87	485
Town	77	2	79
VOW	758	212	970
<b>Totals</b>	<b>1767</b>	<b>482</b>	<b>2249</b>

## Mountain Bay Metro Police Department Stats

### 3/1/2025 12:00:00 AM to 3/31/2025 11:59:59 PM

#### Offenses

	City	Town	VOR	VOW	Total
51.15/51.45 - HCC COMMITMENT	0	0	1	2	3
AGENCY ASSIST	0	0	1	3	4
ALL OTHER OFFENSES	1	0	2	12	15
ANIMAL CRUELTY	0	0	0	1	1
ASSAULT - AGGRAVATED	0	0	0	1	1
ASSAULT - SIMPLE	1	0	0	3	4
ASSAULT - THREAT / INTIMIDATION / STALKING	0	0	1	0	1
BURGLARY/BREAKING & ENTERING	0	0	0	1	1
CDTP - DESTRUCTION/DAMAGE/VANDALISM OF PROPERTY	1	0	1	1	3
COUNTERFEITING / FORGERY / USING / UTTERING	0	0	0	5	5
DEATH INVESTIGATION - NON SUSPICIOUS	0	0	2	2	4
DISORDERLY CONDUCT	2	0	4	11	17
DRUG /NARCOTIC VIOLATIONS - EQUIPMENT /PARAPHERNALIA	1	0	2	3	6
DRUG /NARCOTIC VIOLATIONS - POSSESS /DELIVER /MANUFACTURE	1	0	3	2	6
FIRE	1	0	0	1	2
FRAUD - CREDIT CARD	0	0	0	2	2
FRAUD - FALSE PRETENSE/SWINDLE/CON GAME	0	0	1	1	2
FRAUD - IDENTITY THEFT	0	0	0	1	1
LIQUOR LAW VIOLATIONS	0	0	1	3	4

#### CAD Stats

	Total
City	368
Other Jurisdiction	44
VOR	693
VOW	1135
Town	37
<b>Total</b>	<b>2277</b>

#### Other Jurisdiction Specified

Wausau (31)
Rib Mt. (5)
Kronenwetter (2)
Shawano (1)
<b>Total (39)</b>

#### Accidents

	Total
City	8
Town	4
VOR	13
VOW	28
<b>Total</b>	<b>53</b>

#### Warnings

	Total
City	73
Town	7
VOR	70
VOW	118
<b>Total</b>	<b>268</b>

#### Citations

	ELCI	NTC	Total
City	68	16	84
Town	6	0	6
VOR	79	28	107
VOW	134	41	175
<b>Total</b>	<b>287</b>	<b>85</b>	<b>372</b>

CMI	FUI	SMI	TSI	WC
1	10	4	15	1
	1		4	
			2	
	1			
<b>1</b>	<b>12</b>	<b>4</b>	<b>21</b>	<b>1</b>

CMI = Criminal Miscellaneous Investigation  
 FUI = Follow up Investigation  
 SMI = Service Miscellaneous  
 TSI = Traffic Stop Investigation  
 WC = Welfare Check

**Mountain Bay Metro Police Department Stats**  
**3/1/2025 12:00:00 AM to 3/31/2025 11:59:59 PM**

MISCELLANEOUS INVESTIGATION	1	0	0	3	4
NON REPORTABLE	5	0	2	12	19
OWI / DUI - DRIVING /OPERATING UNDER THE INFLUENCE	5	0	1	6	12
PORNOGRAPHY/OBSCENE MATERIAL	0	0	1	0	1
RESISTING/OBSTRUCTING	0	0	1	0	1
SEXUAL ASSAULT - FORCIBLE FONDLING	0	1	0	0	1
SEXUAL ASSAULT NONFORCIBLE - STATUTORY RAPE	0	0	0	1	1
THEFT - ALL OTHER THEFT	0	0	1	4	5
THEFT - FROM BUILDING	0	0	2	1	3
THEFT - SHOPLIFTING	0	0	0	8	8
TRAFFIC ELCI NOT REPORTABLE	0	0	0	1	1
TRESPASS OF REAL PROPERTY	1	0	0	1	2
TRUANCY	0	0	1	1	2
WARRANT ARREST - 7399	2	0	5	10	17
WEAPONS LAW VIOLATIONS	0	0	1	0	1
<b>Totals</b>	22	1	34	103	160

**Mountain Bay Metro Police Department Stats**  
**3/1/2025 12:00:00 AM to 3/31/2025 11:59:59 PM**

## MBMPD Incidents – Village of Weston

3/1/2025 to 3/31/2025

Incident	Offense	Date of Occurrence	Public Narrative
25001124	DISORDERLY CONDUCT	3/1/2025	On 03/01/2025, officers responded to the 4800 block of Ross Avenue in the Village of Weston for a large fight that broke out on a baseball field. This case is inactive/closed.
25001140	THEFT - ALL OTHER THEFT	3/2/2025	On 03/02/2025 at 8:58 a.m., a property manager on the 5000 block of Aspen Street in the Village of Weston reported unknown person(s) broke into a locked drop box. This case is active.
25001146	THEFT - ALL OTHER THEFT	3/2/2025	On 03/02/2025 at 2:16 p.m., a 40-year-old female was cited for Theft on the 2700 block of Schofield Avenue in the Village of Weston.
25001148	WARRANT ARREST - 7399	3/2/2025	On 03/02/2025, information was given to the police department that an individual with multiple warrants was at Goodwill in the Village of Weston. A 54-year-old male was taken into custody for the warrants. This case is considered cleared by arrest.
25001149	WARRANT ARREST - 7399	3/2/2025	On 03/02/2025 at 6:11 p.m., a traffic stop was conducted on a vehicle that did not have taillights during hours of darkness on Birch Street in the Village of Weston. As a result, driver, a 58-year-old female was taken into custody for a warrant. This case is considered cleared by arrest.
25001174	FRAUD - CREDIT CARD	3/3/2025	On 03/03/2025, officers were dispatched to the 8400 block of Windsor Drive in the Village of Weston for a scam resulting in the loss of \$26,900. This case is active.
25001177	DISORDERLY CONDUCT	3/1/2025	On 03/04/2025, officers investigated harassment that occurred near the 2800 block of Schofield Avenue in the Village of Weston. A 17-year-old male was issued a citation for Disorderly Conduct. This case is cleared by arrest.
25001188	CDTP - DESTRUCTION/DAMAGE/VANDALISM OF PROPERTY	3/4/2025	On 03/04/2025 at approximately 3:00 pm, officers were dispatched to Shady Lane in the Village of Weston for a domestic disturbance. A 33-year-old female was arrested for Domestic Disorderly Conduct, Criminal Damage to Property, Felony Bail Jumping and a Probation Violation.
25001201	ASSAULT - SIMPLE	3/5/2025	On 03/05/2025, officers responded to a family disturbance on the 6000 block of Kathleen Street in the Village of Weston. A 57-year-old male was arrested for Battery and Disorderly Conduct. This case is cleared by arrest.
25001236	DEATH INVESTIGATION - NON SUSPICIOUS	3/7/2025	On 03/07/2025, a non-suspicious death investigation was completed on the 8400 block of Callon Avenue in the Village of Weston. This is inactive.
25001249	DRUG /NARCOTIC VIOLATIONS - POSSESS /DELIVER /MANUFACTURE	3/7/2025	On 03/08/2025, officers responded to the 2700 block of Schofield Avenue in the Village of Weston for a report of a person passed out in a vehicle. As a result, a 23-year-old female was arrested for Possession of Cocaine, Possession of Drug Paraphernalia, and Felony Bail Jumping.
25001256	ALL OTHER OFFENSES	3/6/2025	On 03/07/2025, the Marathon County Department of Social Services received a report of possible child abuse on the 3500 block of River Meadow Drive in the Village of Weston.

25001262	WARRANT ARREST - 7399	3/7/2025	On 03/07/2025, officers were dispatched to the 3400 block of Ministry Parkway in the Village of Weston for a discharged patient who wanted a ride to a bus station. Investigation led to the arrest of a 62-year-old male on a warrant from the Wisconsin Department of Corrections.
25001264	DISORDERLY CONDUCT	3/7/2025	On 03/07/2025, a domestic incident occurred on the 5000 block of Willard Lane in the Village of Weston. As a result, one male was referred for Domestic Disorderly Conduct. This case is cleared by arrest/referral.
25001267	ALL OTHER OFFENSES	3/7/2025	On 03/07/2025, officers responded to the 5000 block of Business Highway 51 for a male who was passed out on the ground. Upon investigation, the 63-year-old male was arrested for a Felony Warrant. This case is considered cleared by arrest.
25001268	WARRANT ARREST - 7399	3/8/2025	On 03/08/2025, officers were dispatched to the 3100 block of Ross Avenue in reference to two subjects digging through dumpsters. The investigation led to the arrest of a 22-year-old male for two warrants.
25001276	ASSAULT - AGGRAVATED	3/8/2025	On 03/08/2025, officers responded to the 6000 block of Birch Street in the Village of Weston for a domestic disturbance. As a result of that investigation, a 36-year-old male was taken into custody for domestic abuse charges. This case is cleared by arrest.
25001283	THEFT - SHOPLIFTING	3/9/2025	On 03/09/2025 at approximately 7:31 am, officers responded to a retail theft on the 5600 block of Business Highway 51 in the Village of Weston. This case remains active.
25001284	WARRANT ARREST - 7399	3/9/2025	On 03/09/2025 at approximately 9:10 a.m., officers were dispatched to the 3600 block of Sternberg Avenue in the Village of Weston for a possible warrant attempt. A 43-year-old male was arrested for a Wisconsin Department of Corrections warrant.
25001293	FRAUD - FALSE PRETENSE/SWINDLE/CON GAME	3/8/2025	On 03/09/2025, officers responded to a complaint from the 4100 block of Barbican Avenue in the Village of Weston regarding fraudulent activity. This case remains active.
25001317	FRAUD - IDENTITY THEFT	3/10/2025	On 03/10/2025 at 2:29 p.m., identity theft was reported on the 6300 block of Birch Street in the Village of Weston.
25001318	ASSAULT - SIMPLE	3/10/2025	On 03/10/2025 at 4:03 p.m., a 16-year-old male was charged with Battery and Disorderly Conduct following a physical altercation on the at 3500 block of Walleye Drive in the Village of Weston.
25001339	WARRANT ARREST - 7399	3/11/2025	On 03/11/2025, a traffic stop was initiated on Camp Phillips Road near Eau Claire Avenue in the Village of Weston. As a result, a 31-year-old male was arrested for a Probation Violation Warrant.
25001352	DRUG /NARCOTIC VIOLATIONS - POSSESS /DELIVER /MANUFACTURE	3/12/2025	On 03/12/2025, officers were dispatched to the 3300 block of Concord Avenue in the Village of Weston, where a 35-year-old male was charged with Possession of Methamphetamine, Possession of Narcotic Drug, and Possession of Drug Paraphernalia. This case is cleared by arrest.
25001362	NON REPORTABLE	3/13/2025	On 03/13/2025, a welfare check was conducted near the 6000 block of Alderson Street in the Village of Weston. An informational report was completed. This case is inactive.
25001364	AGENCY ASSIST	3/13/2025	On 03/15/2025 at 2:32 p.m., officers were requested for mutual aid on the 5000 block of Aspen Street in the Village of Weston. As a result, a 50-year-old female was arrested by another agency.

25001377	MISCELLANEOUS INVESTIGATION	3/14/2025	On 03/14/2025, officers were dispatched to the 5100 block of Camp Phillips Road in the Village of Weston for miscellaneous investigation. This case is still active.
25001381	COUNTERFEITING / FORGERY / USING / UTTERING	3/14/2025	On 03/14/2025 at 2:08 p.m., a fake \$50.00 bill was passed at a bank drive-thru in the Village of Weston. It is unknown who passed the bill or when. This case is considered inactive.
25001382	THEFT - ALL OTHER THEFT	3/6/2025	On 03/14/2025, it was reported two money orders worth \$750 were cashed on 03/06/25, after they were stolen on the 5000 block of Aspen Street in the Village of Weston.
25001411	OWI / DUI - DRIVING /OPERATING UNDER THE INFLUENCE	3/14/2025	On 03/14/2025, a 30-year-old female was arrested for Operating while Intoxicated after she was stopped for speeding on State Highway 29 near Ryan Street in the Village of Weston.
25001416	THEFT - ALL OTHER THEFT	3/6/2025	On 03/14/2025, the theft of a money order was reported on the 5000 block of Aspen Street in the Village of Weston. This case is active.
25001417	FRAUD - CREDIT CARD	3/14/2025	On 03/15/2025 at 9:22 a.m., credit card fraud was reported on the 5100 block of Fuller Street in the Village of Weston. This case is inactive due to lack of leads.
25001421	THEFT - SHOPLIFTING	3/15/2025	On 03/15/2025 at 1:24 p.m., a female was cited for Theft on the 2700 block of Schofield Avenue in the Village of Weston.
25001422	THEFT - SHOPLIFTING	3/15/2025	On 03/15/2025, officers were dispatched to the 2700 block of Schofield Avenue in the Village of Weston for a report of theft. This case is still active pending further investigation.
25001423	ANIMAL CRUELTY	3/12/2025	On 03/15/2025, possible animal abuse was reported on the 6300 block of Birch Street in the Village of Weston.
25001424	ASSAULT - SIMPLE	3/15/2025	On 03/15/2025 at 5:21 p.m., officers were dispatched to the 10000 block of Adventure Way in the Village of Weston for a report of a domestic disturbance. One male was arrested for Disorderly Conduct, Simple Battery, and Intimidation of a Victim. This case is cleared by arrest.
25001427	OWI / DUI - DRIVING /OPERATING UNDER THE INFLUENCE	3/16/2025	On 03/16/2025 at approximately 12:45 a.m., a vehicle crash was reported on the 4000 block of E Jelinek Avenue in the Village of Weston. A 24-year-old male driver was arrested for Operating while Intoxicated - 1st offense, Operating with a PAC - 1st offense, and Inattentive Driving.
25001428	OWI / DUI - DRIVING /OPERATING UNDER THE INFLUENCE	3/16/2025	On 03/16/2025, officers responded to the 4000 block of Schofield Avenue for a report of a fight. As a result of the investigation, a 26-year-old male was arrested for Operating while Intoxicated -- 1st offense. This case is cleared by arrest.
25001429	OWI / DUI - DRIVING /OPERATING UNDER THE INFLUENCE	3/16/2025	On 03/16/2025, officers were dispatched to a medical emergency on the 4100 block of Barbican Avenue in the Village of Weston. After investigation, a 23-year-old male was arrested for Operating while Under the Influence.
25001441	OWI / DUI - DRIVING /OPERATING UNDER THE INFLUENCE	3/16/2025	On 03/16/2025, officers were dispatched to the area of Ross Avenue and River Pines Court for a report of an erratic driver. As a result, a 53-year-old male was arrested for Operating while Intoxicated (1st Offense) and cited for Failure to Control Vehicle, Unreasonable and Imprudent Speed, and Operating Left of Center. This case is cleared by arrest.

25001442	OWI / DUI - DRIVING /OPERATING UNDER THE INFLUENCE	3/16/2025	On 03/16/2025, officers were dispatched to a welfare check on the 3500 block of Eau Claire Avenue in the Village of Weston. After investigation, a male was arrested for Operating while under the Influence and issued multiple municipal citations.
25001447	THEFT - SHOPLIFTING	3/17/2025	On 03/17/2025, a theft was reported on the 2700 block of Schofield Avenue in the Village of Weston. A 26-year-old female was issued a municipal citation for Retail Theft.
25001450	DISORDERLY CONDUCT	3/14/2025	On 03/14/2025, a fight was reported on the 1000 block of Machmueller Street in the Village of Weston. A juvenile female was issued a municipal citation for Disorderly Conduct.
25001463	TRUANCY	3/18/2025	On 03/18/2025, a student on the 9300 block of Schofield Avenue in the Village of Weston was found to be habitually truant.
25001493	ALL OTHER OFFENSES	3/19/2025	On 03/19/2025, a 43-year-old male was arrested for a Probation Warrant, Felony Bail Jumping, and Misdemeanor Bail Jumping On the 3600 block of Sternberg Avenue in the Village of Weston.
25001555	DEATH INVESTIGATION - NON SUSPICIOUS	3/22/2025	On 03/22/2025, officers responded to the 4500 block of Kramer Lane in the Village of Weston for a medical emergency. A 66-year-old female was found deceased due to natural causes. This case is inactive.
25001559	WARRANT ARREST - 7399	3/22/2025	On 03/22/2025 a traffic stop was made on Business Highway 51 at Keck Avenue in the Village of Weston. As a result, a 24-year-old male was arrested on a Marathon County Warrant.
25001595	MISCELLANEOUS INVESTIGATION	3/23/2025	On 03/23/2025, an investigation was completed regarding a probation violation. This case is inactive.
25001606	THEFT - SHOPLIFTING	3/24/2025	On 03/24/2025, a retail theft was reported on the 4100 block of Barbican Avenue in the Village of Weston. This case is considered active.
25001610	MISCELLANEOUS INVESTIGATION	3/24/2025	On 03/24/2025 at 10:01 p.m., officers were dispatched to the 4200 block of E Jelinek Avenue in the Village of Weston for a disturbance. Damage to a vehicle was observed after the fact. This case is still active pending further investigation.
25001617	51.15/51.45 - HCC COMMITMENT	3/25/2025	On 03/25/2025, officers responded to Marshfield Medical Center - Weston for a male who was having suicidal thoughts. As a result, an 86-year-old male was detained on a Emergency Detention. This case is considered inactive.
25001620	THEFT - SHOPLIFTING	3/25/2025	On 03/25/2025, a theft was reported on the 4100 block of Barbican Avenue in the Village of Weston. This case is active.
25001627	THEFT - SHOPLIFTING	3/25/2025	On 03/26/2025, a retail theft occurred near the 2700 block of Schofield Avenue in the Village of Weston. A 28-year-old female was issued a municipal citation for Retail Theft. This case is cleared by arrest.
25001630	TRESPASS OF REAL PROPERTY	3/26/2025	On 03/26/2025, officers responded to the 2700 block of Schofield Avenue in the Village of Weston for a report of a female trespassing. As a result, a 33-year-old female was arrested for Misdemeanor Bail Jumping and Trespass to Land.
25001637	WARRANT ARREST - 7399	3/26/2025	On 03/26/2025, an officer made a traffic stop near the intersection of Bloedel Avenue and Willow Street in the Village of Weston. As a result, one female was arrested for an

outstanding warrant and cited for operating without insurance. This case is cleared by arrest.

25001642	ALL OTHER OFFENSES	3/27/2025	On 03/27/2025, a hit-and-run incident was reported on the 9000 block of Siberian Drive in the Village of Weston. This case is active.
25001647	DISORDERLY CONDUCT	3/27/2025	On 03/27/2025, officers responded to the 5400 block of Business Highway 51 in the Village of Weston for a disturbance. As a result, one male was issued a citation for Disorderly Conduct.
25001651	BURGLARY/BREAKING & ENTERING	3/27/2025	On 03/27/2025, a burglary was reported on the 1900 block of Neupert Avenue in the Village of Weston. This case is active.
25001680	WARRANT ARREST - 7399	3/28/2025	On 03/28/2025 at 1:59 p.m., officers responded to the 4900 block of Aspen Street in the Village of Weston for an ongoing investigation. A 31-year-old male was arrested on a warrant through the Wisconsin Department of Corrections.
25001693	FIRE	3/29/2025	on 03/29/2025 at approximately 1:30am, officers responded to a structure fire at a residence on the 8000 block of Callon Avenue. This case is inactive.
25001705	NON REPORTABLE	3/29/2025	On 03/29/2025 at approximately 11:30 pm, a welfare check was completed on the 5000 block of Decker Street in the Village of Weston. The investigation is still active.
25001709	ALL OTHER OFFENSES	3/29/2025	On 03/29/2025 at approximately 12:19 a.m., officers responded to the 5200 block of Corozalla Drive in the Village of Weston for a welfare check. A 48-year-old male was referred for Bail Jumping.
25001710	51.15/51.45 - HCC COMMITMENT	3/30/2025	On 03/30/2025 at approximately 3:40 am, a 36-year-old was taken into custody under a Chapter 51.15 Emergency Detention after she planned to jump off the bridge on Camp Phillips Road in the Village of Weston.

**VILLAGE OF WESTON, WISCONSIN**  
**MICHAEL WODALSKI, DIRECTOR OF PUBLIC WORKS**  
**MONTHLY DEPARTMENT REPORT TO THE BOARD OF TRUSTEES**  
**#2025-04 FOR APRIL 2025**

**1. ITEMS OF SPECIAL NOTE**

- This is a very busy summer for construction. We have roughly \$20 million in work getting done this summer over several projects which include the arterial corridors of Schofield Ave and Weston Ave, collector of Fuller St, repaving in the Business Park and PFAS Treatment. There are also several projects in the 2026-2028 range that we are getting through the design phase, primarily along Ross Ave and additional PFAS and well treatment.

**2. WORK PLAN PROJECTS**

- CIP Projects: I have attached my report prepared for the 4/14/2025 Public Works Meeting which goes over all the CIP Projects.
  - A. Schofield Ave (Normandy to Birch) Public Information and Special Assessment Meeting will be held on 4/16/2025. Haas will begin working on pavement removals the week of 4/21 with the westbound (north) lanes being closed and traffic being moved to the eastbound (south) lanes with one lane in each direction.
    - Besides TIF 2 funding, this project has received a \$2,652,390 grant from the Wisconsin DOT Local Road Improvement Program which staff submitted the grant for.
  - B. Weston Ave (Alderson St) is open to traffic. Trail to be this spring.
  - C. Weston Ave (CR-X to Von Kanel) is no longer open to traffic. Local traffic will be able to maneuver through the site, but sanitary sewer installation is set to begin 4/21/25.
  - D. Mesker and Schofield Ave Traffic Lights are up and running.
  - E. Kennedy Park Phase BB-1 and BB-2 Fields are currently out for bid.
- Strategic Plan:
  - A. Energized Workforce
    - Increased Employee Satisfaction
      - Working through Stay Interviews as part of the annual review process
  - B. Innovative Service Delivery
    - Technology Enhanced Service Delivery

- Street Operations staff have begun using iPads for mapping, work tasks, etc. similar to the utility staff which has had the mobile capabilities for the past 5+ years.
- We've been utilizing GPS services on our plow trucks, mowers, street sweepers and other equipment pieces for the past several years. This has helped the Village better track progress of certain activities as well as better coordinate plowing routes and response times. These are also useful tools to be able to play back snow events as well as use historic events to teach new drivers the best ways to plow a route. The GPS devices also allow us to track speed and direction of equipment so we know exactly how fast a truck was moving or the exact time a street was plowed.
- The utility staff utilizes iPads and mobile mapping to perform work orders, infrastructure checks as well as digger's hotline locates. This is one of the reasons why we are able to get by with a smaller crew compared to other utilities our size (as far as customers). This also allows for instant communication on work orders and other events as they occur in the field.
- Economical Operations
  - SOPs for utility operations are being created for core service delivery standardization.
  - SCADA project implemented to improve utility data availability
- Innovative Regional Partnerships
  - Currently have joint projects with Schofield, Rothschild, Town of Weston and Marathon County for streets and stormwater projects

### **3. IDENTIFIED NEEDS**

- With the Sanitary Sewer rate increase being approved, we'll further monitor sewer rates throughout 2025 to ensure the rate is adequate.
  - Along the sewer note, we have been having occasional pH spikes in the wastewater collection system. We are working on enhanced pH monitoring to determine the source and ensure sewer discharges are meeting the requirements of our wastewater loadings as these are causing issues at the regional wastewater treatment plant (Rib Mountain Metropolitan Sewerage District).

#### **4. MISCELLANEOUS COMMENTS / ISSUES**

- I've attached the monthly reports for Street Superintendent Blarek and Utility Superintendent Swenson as their reports give more insight into the day-to-day operations of the Public Works Department.
- I'm working with IT/GIS Director Crowe to find ways to better present the CIP online as well as update road closures / project status updates through our GIS mapping capabilities.
- I'll be working on getting a 5-year Capital Improvement Plan for 2026-2030 together for discussion later this spring/summer.
- The Street Maintenance Bid items for Crack Sealing, Gilsonite Sealing and Asphalt Overlay's came in roughly \$40,000 under budget. Per past practices, I'll be working on identifying additional projects to utilize those funds to maximize the amount of road work we will have completed this year and bring those forward likely in May.

# REQUEST FOR CONSIDERATION

---

<b>Public Mtg/Date:</b>	<b>Public Works Committee – 4/14/2025</b>
<b>Description:</b>	<b>Capital Improvement Plan Update</b>
<b>From:</b>	<b>Michael Wodalski, Director of Public Works</b>
<b>Question:</b>	<b>Solely an update on project status</b>

---

## Background

### Current Capital Improvement Plan Projects

Below is an update on the status of the various Capital Improvement Plan Projects that are ongoing.

- **Street Projects:**

1. Weston Ave (CR-X to CR-J):
  - East Construction Phase: ~100% Complete
  - West Construction Phase 1 – Nearing Completion
  - West Construction Phase 2 – Spring 2025
  - Consultant: AECOM
  - Contractor: Integrity Grading and Excavating

Utility work for WPS and Frontier is currently underway between CR-X and Ryan St. Those crews are expected to be complete with their work around 4/18.

Integrity Grading and Excavating is then planning to start the sanitary sewer installation around 4/17 with sewer work being a continuous task into July. A second crew is scheduled to begin around the end of April to install watermain, water and sewer laterals and the storm sewer and culverts. The second crew will essentially be chasing the sanitary sewer crew throughout the project with then a grading crew to follow behind the second pipe crew.

The project will initially progress east from Von Kanel until about a half mile west of Ryan St. This first phase is slated to be paved by the middle of July. The second phase of the project will then start at Ryan St and progress west for that final half mile. Overall the project is set to be completed in October.

2. Weston Ave (Alderson to Birch):
  - Construction starting June 2024
  - Consultant: MSA
  - Contractor: Haas

## REQUEST FOR CONSIDERATION

The project is substantially complete. The multi-use path did not get paved this fall, but will be paved as soon as weather allows in spring. For updates on this project you can check the website at:

[www.westonwi.gov/west-ald](http://www.westonwi.gov/west-ald)

A question from Rothschild about lighting the roadway came up in mid-December which the committee has been discussing. Latest update I received from Rothschild is they're still waiting on some pricing and design options from Van Ert for trail lighting.

3. E Jelinek and Von Kanel:

- Construction: Summer 2024
- Consultant: Clark Dietz
- Contractor: Francis Melvin

The project is substantially complete. Restoration of vegetative areas will be completed as soon as conditions allow in spring. Pavement markings will also be applied once temperatures allow in spring. This project is updated online at [www.westonwi.gov/ejelinek](http://www.westonwi.gov/ejelinek).

4. Schofield Ave (Normandy Ave to Birch St):

- Construction Year: 2025
- Consultant: Clark Dietz
- Contractor: Haas

Haas is the low bidder on this project. They have Van Ert working for them right now installing temporary signals which will be used for the duration of the project. They are anticipating to start road work the week of 4/21.

5. Ross Ave (Metro Dr/Pine St to Alderson St):

- Anticipate Construction in 2027 per DOT agreement

Design work is ongoing. I'll be working on getting a meeting together with the Alderson intersection property owners to go over the latest roundabout layout.

6. Fuller St Reconstruction:

- Construction scheduled for 2025
- Consultant: Becher Hoppe

This project went out to bid in March. Francis Melvin is the apparent low bidder. Bid results are in the packet.

# REQUEST FOR CONSIDERATION

7. Ross Ave and CR-X Intersection:

- Construction Year: ~2027
- Consultant: SEH

Preliminary design is ongoing.

8. Schofield Ave and Mesker St:

- Construction Year: 2024
- Consultant: MSA
- Contractor: Chippewa Concrete / Van Ert

Signals are up and running. Some sidewalk restoration is the only real outstanding item to be completed this spring.

9. Ross Ave (River Bend to Pauls):

- Construction Year: ~2026
- Consultant: Becher Hoppe

Working with the Town on the agreement and Becher Hoppe is beginning design work.

10. Business 51 (Volkman St to Schofield Ave):

- Construction Year: 2029/30
- Consultant: Becher Hoppe

Becher Hoppe is working on the 30% plans as the DOT needs to have those submitted yet this fall so they can continue with their design on the roadway and better understand potential ROW impacts.

11. Business 51/STH 29 Storm Pond:

- Construction Year: 2026/27
- Consultant: Strand

Soil borings will likely take place in April so soil types, depth to bedrock, etc. can be determined before getting too far into design as those items will dictate if liners or other constraints on the site exist.

Also working with Strand to submit a Clean Water Fund Loan application.

12. Alderson St and Jelinek Ave Intersection:

- Construction Year: 2026
- Consultant: Village / MSA

Riverside Land Surveying has collected the survey data for this project. We'll begin preliminary design work this spring.

# REQUEST FOR CONSIDERATION

## 13. Bike and Pedestrian Masterplan:

We had a contract coordination meeting with WisDOT and HKGI/ra Smith to get the planning contract worked out.

### - Utility Projects:

#### 1. Well 3 and 4 PFAS Treatment:

- Construction spring/summer 2025
- Consultant: AECOM
- Contractor: August Winter

Well 4 and Treatment plant bid was awarded to August Winter. This work is anticipated to start first week of May. The Granular Activated Carbon tanks are scheduled to be delivered in mid-May. There will be some piping and other prep work that will need to be completed prior to the tank arrival. The Well 3 Safe Drinking Water Loan was submitted in October for Emerging Contaminants funding.

#### 2. Cedar Creek Interceptor Access Road:

- Construction: Anticipate TBD
- Consultant: Mi-Tech/TBD

A work in progress.

---

**Attached Docs:**

---

**Committee Action:** N/A

---

**Fiscal Impact:**

---

**Recommendation:**

**Recommended Language for Official Action**

**No Action is needed, solely a discussion item.**

**Or, Something else**

---

Additional action:

# STAFF REPORT

Public Mtg/Date:	Public Works Committee – 4/14/2025
Description:	Street Operations Update
From:	Forrest Blarek, Street Superintendent
Question:	Solely an update on project status

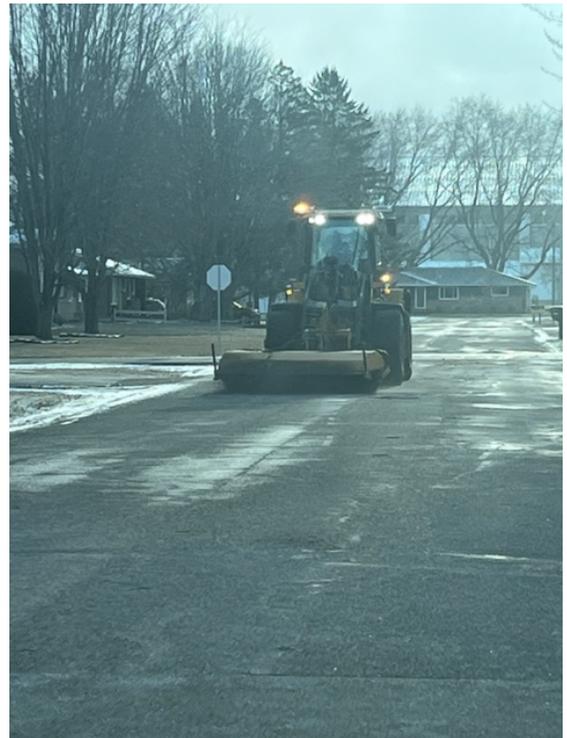
## Background

- **Current Street Operations Projects**
- Below are the highlights of work staff has been working over the month of March:



- DPW starting on crack sealing overlaid roads throughout the Village.
- The cracks are opened more at this time of year and gives the crew a head start on the year.

## STAFF REPORT



- DPW staff curb sweeping with the street sweeper truck.
- End loader sweeping being done on roads with gravel shoulders to remove sand and debris.

## STAFF REPORT



- DPW staff performing tree trimming around the Village.
- Had a lot of trees come down along with a lot of broken off branches.

## STAFF REPORT



- **First picture**
- Servicing trailer, rust touch up, cleaning, going over chains and tie downs.
- **Second picture**
- Rebuilding loader forks and replacing hydraulic side shift cylinders.
- **Third and fourth picture**
- Unit #113 rust repairs. Removed glass and all interior, replaced metal around the windows. Repainted floors, door jambs, and windshield frame.



# UTILITY REPORT FOR MARCH 2025

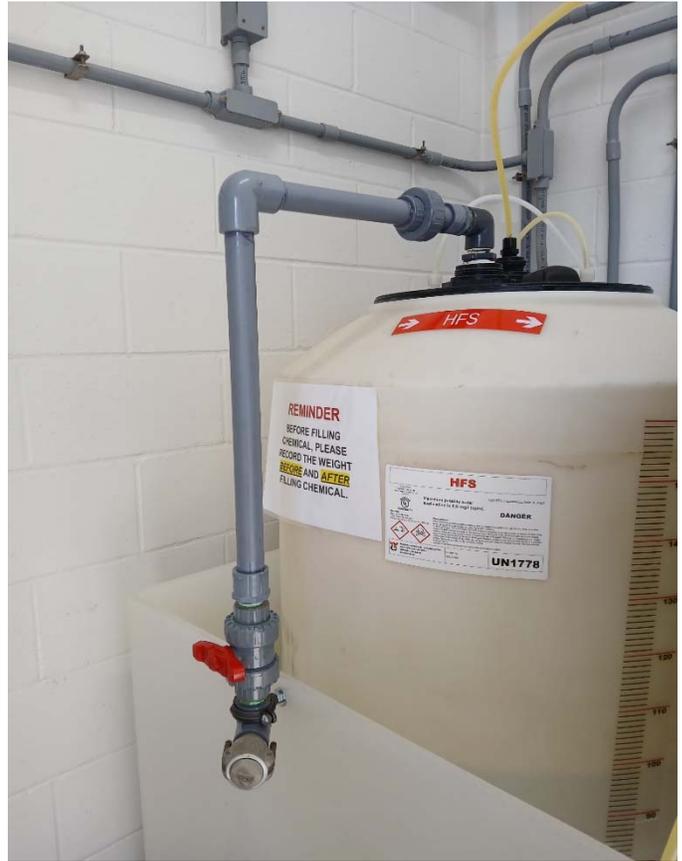
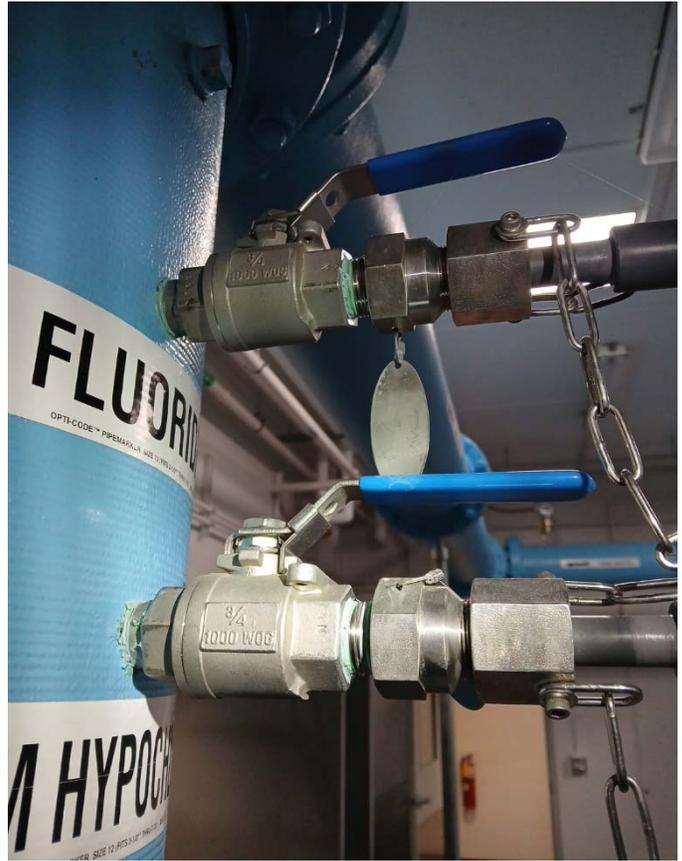
## 1. Superintendent Comments

### a. Water

- Well #5 (Bloedel) chemical feed pump(s) maintenance
- Well #6 (Rippling Creek) fluoride pump maintenance
- Well 7/8 repair/redo chemical fill piping (Photos in report)
- Treatment Plant pH sampling/testing for Air Stripper assessment
- Ross Ave. water service leak repair (Photos in report)
- Estate Dr. water service leak oversight (Photos in report)
- Water Valve stack repair (3) along Stonefield Trail (Photos in report)
- Water Meter testing
- Water Meter Change Outs
- Water Meter card maintenance and entry
- Water valve exercising underway
- Assist in multiple ongoing road projects (E. Jelinek, Weston/Alderson, Weston Ave. East, Green Tree)
- EPA PFAS sample collection

### b. Sewer

- Harlyn Lift Station block heater repair
- Progress Way Lift Station troubleshooting due to unusually starts and run times
- New televising van prep continued
- Vac Truck #4 battery replacement
- NEW Vac Truck delivered
- Clean, collect pH Probe data also re-calibrated probes
- Clean bad spots
- Lift Station(s) standby generator general maintenance
- Lift Station(s) pump filters cleaned/replaced



WELL 7/8 CHEM. FEED/FILL PIPING REDO



**ROSS AVE. WATER SERVICE LEAK REPAIR**



**ESTATE DR. WATER SERVICE LEAK REPAIR**



**REPAIR TO VALVE STACKS DAMAGED BY PLOWS**

**c. SCADA**

- SCADA is completed and we are working on final adjustments. Working with PJ Kortens to take care of final comments prior to testing full system.

**d. Diggers Hotline Locates**

- Village Utility Operators marked approximately 109 locates. Many communication installations as well as upgrades to WPS gas lines.

**e. Work Orders**

- Village Utility Operators completed 34 Work Orders. The majority of work orders were for various water meter installations, meter communication issues, lateral inspections and water quality responses.

**f. Contract Work/Activities Completed/Upcoming**

- Well 3 was turned off due to PFAS and remains off.
- Treatment Plant Permanent PFAS treatment for Well 3 and Well 4 should begin April/May.
- Entered Monthly well data to DNR.
- Bloedel Well is back up and working as needed for the distribution system.
- Well 7/8 VFD issues found.
- AECOM SCADA project is nearing completion.
- Weston Ave, E. Jelinek, Hinner Springs, Green Tree Acres projects ongoing.
- Conducted numerous Water/Sewer Lateral Inspections
- Water main flushing to begin late April.
- Sanitary Sewer jetting to begin late Mid/Late Summer
- Lift Station Cleaning complete.

## 2. Customers Added

Village added a total of 50 new customers during the month.

Type	No. of Customers
Residential Single Family/Condo's	34
Multi Family	11
Commercial/Industrial	5
<b>Total</b>	<b>50</b>

\*A new customer includes new connections and change in residencies

### 3. Water Pumped in 1,000s of gallons (Last 4 Months)

Well 3 (5/27/22) shutdown for PFAS concerns and remains offline.

	Alta Verde (#1)	Kerry (#2)	Mesker (#3)	Sternberg (#4)	Bloedel (#5)
<b>December</b>					
Total	1,613	21,518	-	13,711	-
Peak	114	816	-	796	-
<b>January</b>					
Total	1,502	18,586	-	10,532	-
Peak	76	838	-	395	-
<b>February</b>					
Total	1,398	15,317	-	9,327	861
Peak	89	673	-	386	241
<b>March</b>					
Total	1,515	19,557	-	12,094	797
Peak	142	832	-	694	269
	<b>6,028</b>	<b>74,978</b>	<b>-</b>	<b>45,664</b>	<b>1,658</b>

	Rippling Creek (#6)	Well #7	Well #8	TOTALS
<b>December</b>				
Total	7,230	7,232	5,480	<b>56,784</b>
Peak	413	529	470	<b>392</b>
<b>January</b>				
Total	7,913	6,435	8,448	<b>53,416</b>
Peak	408	516	558	<b>349</b>
<b>February</b>				
Total	8,596	6,694	6,454	<b>48,647</b>
Peak	661	611	479	<b>393</b>
<b>March</b>				
Total	8,645	8,084	5,555	<b>56,247</b>
Peak	472	597	533	<b>442</b>
	<b>32,384</b>	<b>28,445</b>	<b>25,937</b>	
	<b>Total gal X 1000</b>			<b>215,094</b>
	<b>Total gal X 1000 (Less Foremost)</b>			<b>140,116</b>

## 4. Wastewater Flows (Last 4 Months)

Rib Mountain Metropolitan Sewerage District Flow Charge Totals.

	Bus. 51 Flow (X1000)	Cedar Creek Flow (X1000)	Total Flow Charge (X1000)
<b>December</b>			
Total	16,239	14,736	30,975
<b>January</b>			
Total	15,767	14,693	30,460
<b>February</b>			
Total	14,907	13,433	28,340
<b>March</b>			
Total	19,651	15,861	35,512
	<b>66,564</b>	<b>58,723</b>	<b>125,287</b>

## 5. Lift Station Hours

Lift Station Hours											
2025	Harlyn		Fox St.		Mesker/Jelinek			Kathleen		E.C. River	
Month	Pump 1	Pump 2	Pump 1	Pump 2	Pump 1	Pump 2	Pump 3	Pump 1	Pump 2	Pump 1	Pump 2
Feb	62.4	63.1	81.5	71.6	46.1	50.4	50.4	4.3	4.4	48.1	49.3
Mar	81.1	80.8	108	101.5	64	64.1	71.03	6.7	6.3	43.7	35.5

2025	Tanya/Tricia		Progress Way		Pointe		Park Terrace		Ryan St.		
Month	Pump 1	Pump 2	Pump 1	Pump 2	Pump 1	Pump 2	Pump 1	Pump 2	Pump 1	Pump 2	Pump 3
Feb	35.7	31.3	11.4	14.7	12.6	17.2	8.6	15.5	25.1	30.4	33.2
Mar	37.7	33	15.6	21.7	22.8	27.9	9.3	16.4	31.5	39.6	42.6

2025	Heritage Hills		Ross Ave.		Mesker/Colleen		Trotzer	
Month	Pump 1	Pump 2	Pump 1	Pump 2	Pump 1	Pump 2	Pump 1	Pump 2
Feb	23.1	23.5	24.2	24.5	105.5	108.8	0.4	0.3
Mar	23.9	24.7	24.7	24.7	109.3	113.6	0.5	0.5

Summary of Lift Station Hours for last two months.

**VILLAGE OF WESTON, WISCONSIN**  
**NATHAN CROWE, TECHNOLOGY SERVICES DIRECTOR**  
**MONTHLY DEPARTMENT REPORT TO THE BOARD OF TRUSTEES**  
**#2025-04 FOR APRIL 2025**

**1. ITEMS OF SPECIAL NOTE**

**a. Public Works and Utility Technician Departure**

- i. Will Harrison, our Public Works and Utility Technician has informed me he will be departing the Village on May 2<sup>nd</sup>. Will has been with us since September of 2017. He has been responsible for our excavation permits and our private well permit program. He has also assisted in updating and building out our GIS program. Admittedly, we don't do a good enough job communicating our successes, so I want to take this opportunity to thank Will for his assistance in creating a GIS program that is the envy of many of our peers. We have room to grow, but having interactive geodata in the hands of our field staff is crucial as we continue to try and do more with less. We will be addressing his upcoming vacancy this spring.

**b. Public Works Tablet Usage – App Creation for time and materials**

- i. This project continues and has spurred on some other ones as well. The inspections team, along with the new code enforcement employee will be auditing the mobile home parks again soon and they have requested an app to be built that can integrate with the current spreadsheets they use in this process. I will be working with them on this so they can enter the auditing data in the field as well as take pictures using a tablet.

**c. Comp Plan Mapping**

- i. Continue to work through these maps and anticipate to be completed by early May.

**d. Cellcom Bill**

- i. You may have noticed that the Cellcom bill was paid for the last couple months with the same rate as in December. In January, I went through all the tablets and determined which ones were still of use, and which ones were no longer worth having on the plan. Mostly, the determination was factored on battery health. I informed our representative from Cellcom which devices were to be removed. I noticed in February that the bill had not changed. Due to these issues, we did not pay the bills and waited for corrections to be made. I was instructed to pay the bills to alleviate any disruption in service. We are being credited \$123.20 on our December bill as we were billed for devices that we didn't get in hand until January. We are being credited \$138.60 for February as the devices I cancelled from

our plan in January were not properly removed. We will also be refunded the late fees that were applied to our bill.

ii.

Strategic Priority 1: An Energized Workforce, Recreate Employee Committees

Social committee will be organizing employee events for the summer months.

Strategic Priority 2: Innovative Service Delivery

iii. See items under section 1.



**VILLAGE OF WESTON, WISCONSIN  
AGENDA ITEM COVER SHEET / REQUEST FOR CONSIDERATION**

---

**DESCRIPTION:** Report re: March 2025 Building Permits

---

**FROM:** Roman Maguire, Building Inspector  
Travis Meverden, Building Inspector

---

**FOR REVIEW BY:** Plan Commission, 4/14/2025  
Board of Trustees, 4/21/2025

---

**POLICY QUESTION:** Should the PC & BOT acknowledge the March 2025 building permits issued as submitted by the Department?

---

**ISSUE-IN-BRIEF:** Monthly report from the Planning & Development Department – Building Inspections Division.

---

**FISCAL IMPACT:** \$13,248,236 in permit valuation  
\$110,017 in permit fees  
301 total permits issued (297 Village, 2 Town, 2 Rothschild)  
(YTD as of 4/9/25)

Village of Weston (month of March 2025) – 134 permits issued  
0- Town of Weston and 1- Rothschild  
\$62,642 received in permit fees  
\$7,408,036 in permit valuation

---

**GUIDANCE:** Inspectors recommend the PC & BOT acknowledge the report and place on file.

---

**PRIOR REVIEW:** No previous public review.

---

**REQUEST:** Acknowledge and place on file.

---

Is there an additional briefer with this agenda item?

---

Are there additional documents which have been attached to this report?

**March 2025 Building Permits**

# Permit Total Report Code

Issued From 3/1/2025 and Issued To 3/31/2025

Type	Report Code	Jurisdiction	No of Permits	Total Valuation	Fees Paid
<i>Commercial Building</i>					
	202 - Commercial Addition/ Build Out/ Remodel	Village of Weston	5	\$1,364,065	\$500.00
<i>Deck</i>					
	103 - New/Alteration/Addition Residential Deck	Village of Weston	1	\$36,730	\$75.00
<i>Electrical</i>					
	702 - Residential Electrical	Village of Weston	4	\$13,985	\$270.00
<i>Electrical Comm</i>					
	700 - Commercial Electrical	Village of Weston	4	\$24,150	\$509.00
<i>Excavation</i>					
	300 - Excavation	Village of Weston	10		\$675.00
<i>Fence</i>					
	108 - New Fence or Alteration (Residential)	Village of Weston	3	\$17,000	\$120.00
<i>General</i>					
	115 - Early Start (Residential)	Village of Weston	7	\$1,110,000	\$540.00
	403 - Face Copy Replacement	Village of Weston	1	\$345	\$0.00
	759 - Zoning Verification	Village of Weston	1	\$0	\$100.00
<i>Home Improvement</i>					
	105 - Interior Remodel - 1&2 Family	Village of Weston	4	\$35,527	\$650.00
<i>HVAC</i>					
	600 - Commercial HVAC New Project	Village of Weston	1	\$7,400	\$100.00
	604 - Residential HVAC Install/Replacement	Village of Weston	4	\$30,350	\$200.00
<i>Lateral</i>					
	503 - Residential Lateral	Village of Weston	11		\$550.00
<i>Meter</i>					
	506 - Residential Water Meter	Village of Weston	4		\$5,300.00
	507 - Commercial Water Meter	Village of Weston	3		\$2,525.00
<i>Minor Home Improvement</i>					
	901 - Residential Exterior Remodel	Village of Weston	9	\$200,991	\$450.00
<i>Occupancy</i>					

## Permit Total Report Code

*Issued From 3/1/2025 and Issued To 3/31/2025*

Type	Report Code	Jurisdiction	No of Permits	Total Valuation	Fees Paid
	750 - Non-Residential Zoning	Village of Weston	2		\$150.00
<i>Plumbing</i>					
	502 - Residential Plumbing	Village of Weston	1	\$16,192	\$50.00
<i>Roof</i>					
	205 - Commercial Roofing	Village of Weston	1	\$259,899	\$100.00
<i>Sign</i>					
	400 - Permanent Sign	Village of Weston	8	\$60,982	\$1,838.00
<i>Sign Panel</i>					
	405 - Development Sign Panel Replacement	Village of Weston	1		\$0.00
<i>Special Assessment</i>					
	910 - Special Assessment	Village of Weston	28		\$1,120.00
	911 - Special Assessment (Non-Resident)	Village of Weston	2		\$30.00
<i>Special Event</i>					
	302 - Special Event on Public Property	Village of Weston	1		\$0.00
<i>WUBPA</i>					
	100 - New Home Construction	Village of Weston	20	\$4,230,420	\$46,790.00
<b>Total</b>			<b>136</b>	<b>\$7,408,036</b>	<b>\$62,642.00</b>

# REQUEST FOR CONSIDERATION

---

**Public Mtg/Date:** Board of Trustees, April 21, 2025

---

**Description:** March 2025 Budget Status Report – All Funds

---

**From:** Jessica Trautman, Finance Director

---

**Question:** Should the Board of Trustees acknowledge the March 2025 budget status report for all funds?

## Background

The March 2025 budget status report for all funds is attached.

---

**Attached Docs:** March 2025 Budget Status Report – All Funds

---

**Committee Action:** Finance & HR Committee 4/21/25

---

**FISCAL IMPACT:** None.

---

**Recommendation:** Finance Director recommends acknowledgement.

## Recommended Language for Official Action

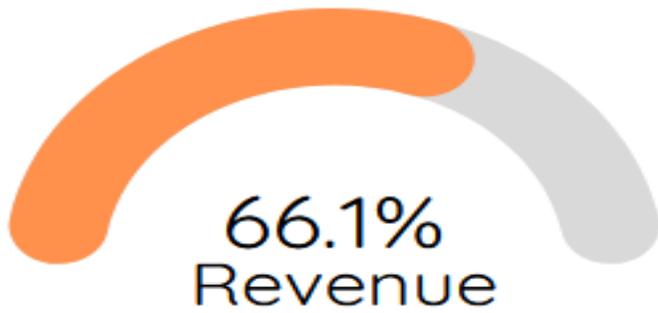
**I move to acknowledge the March 2025 budget status report for all funds.**

---

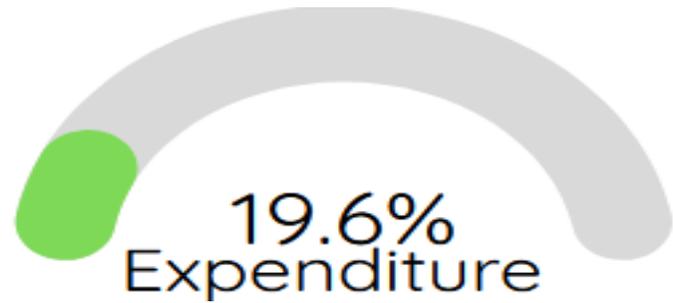
**Additional action:** None.

# MARCH 2025 BUDGET STATUS NARRATIVE

\*\*\*One quick thing to point out: 25% of the year completed!



\*Revenue collected for 2025 is \$6,226,096 or 66.1% of budget



\*Expenditure for 2025 is \$1,844,928 or 19.6% of budget

- \*Mobile Home Fees: At 73% of budget, amount will decrease once DC Everest share for Q1 is paid.
- \*License and permits: At 8% of budget for license, \$2,736 increase to 2024. Permit is 32%, an increase of \$19,908 compared to 2024.
- \*Misc Revenue: At \$12,972, includes cell tower, Kerry and Crane Meadow lease/rent.
- \*Interest Income: Overbudget by 13%.

- \*Wages/Salaries: Reflected by 3/16/25.
- \*Safety Building Maint: At 33% of budget, a decrease of \$2,211. Furnace was replaced in 2024.
- \*Winter Street Maint. - Village: An increase of 6.89% compared to 2024 mainly due to more overtime wages.
- \*Winter Street Maint. - Town: At 71% of budget, an increase of \$5,901 compared to 2024 due to the additional snowfall in early 2025.

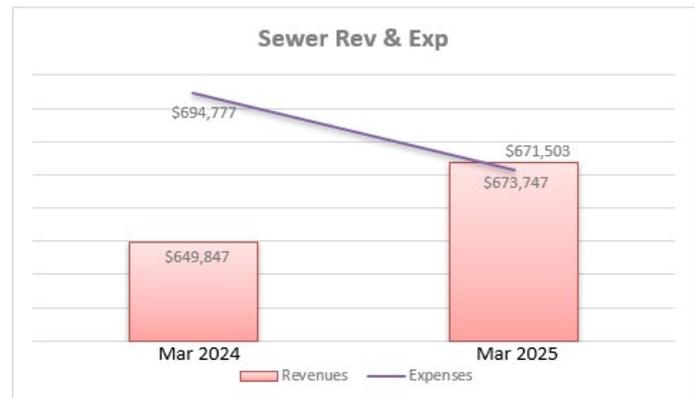
## Special Revenue

Aquatic Center Fund: The pool revenue, 20.48% of budget, evened out where they are about the same as 2024. Expenses are lower than 2024 due to more repairs done in 2024 (pump repair, new toilet).

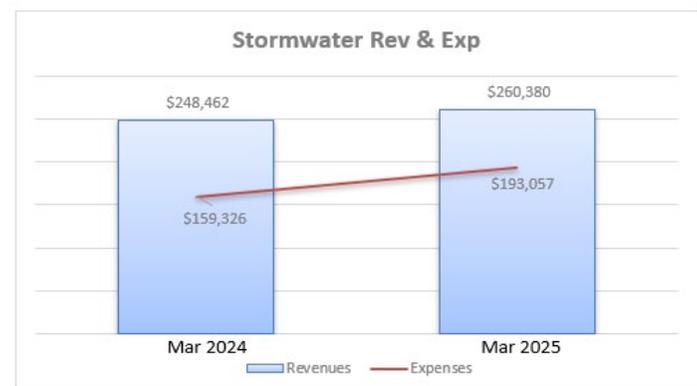
## Utility Funds



\*Water: At 26.55% of budget compared to 2024, a difference of -1.4%. The difference is due to more interest received in 2024. Expense is higher than 2024 due to depreciation and interest/fiscal agent expense.



\*Sewer: There is an increase of 3.7% in revenue due to the sale of the old sewer camera compared to 2024. Expenditures are coming in lower at 18.16% of budget, mainly due to a decrease in the Rib Mtn Sewer Dist.



\*Stormwater: Revenue at 25.77% of budget and slightly higher than 2024 with no noticeable differences. Expense reflects an increase of 21.2% compared to 2024. More staff wages are being allocated to stormwater.



## **FINANCIAL STATEMENTS**

**March 31, 2025**

- **GENERAL FUND**
  - Balance Sheet
  - Operating Budget Status Report
  - Statement of Revenues
  - Statement of Expenditures
  - Contingency Reserve Balance
  
- **DEBT SERVICE FUND**
  - Operating Budget Status Report - Debt Service Fund
  
- **SPECIAL REVENUE FUNDS**
  - Weston Aquatic Center Fund
  - Room Taxes Fund
  - Recycling Program Fund
  - TIF District #1 Fund
  - TIF District #2 Fund
  - Community Development Authority – TIF #1 Fund
  - Community Development Authority – TIF #2 Fund
  - Civic & Social Trust Funds
  - Park & Recreation Trust Funds
  - Grants Fund
  
- **ENTERPRISE FUNDS**
  - Water Utility Fund
  - Sewer Utility Fund
  - Stormwater Utility Fund
  
- **CAPITAL PROJECTS FUNDS** – Capital Improvements Program
  - TIF District #1 Fund
  - TIF District #2 Fund
  - Facilities Fund
  - Streets & Utilities Fund
  - Capital Equipment Fund

VILLAGE OF WESTON

BALANCE SHEET

MARCH 31, 2025

GENERAL FUND

ASSETS

10-00-11110-001-000	XPRESS DEPOSIT ACCOUNT	50.64
10-00-11312-011-000	INVEST-INTERCITY-MONEY MKT #60	436,778.67
10-00-11312-082-000	INTERCITY-MUNICIPAL COURT FINE	423.50
10-00-11312-094-000	INVEST-TAX ACCT-INTERCITY	815,907.55
10-00-11313-084-000	INVEST-INCREDIBLE-CD	537,157.16
10-00-11313-095-000	INVEST-TAX ACCT- INCREDIBLE	1,332,019.23
10-00-11314-091-021	INVEST- TAX ACCT-BMO HARRIS BK	149,520.64
10-00-11315-092-000	INVEST-TAX ACCT- ASSOCIATED	226,733.72
10-00-11316-084-000	INVEST-BROKAW CU-CD/REPO/OTHER	279,783.09
10-00-11316-093-000	INVEST-TAX ACCT- BROKAW CU	304,287.04
10-00-11322-088-000	INVEST-TAX ACCT- PEOPLES	2,554,251.11
10-00-11323-084-000	INVEST-CLOVERBELT CU-CD/REPO/O	293,182.53
10-00-11323-099-000	INVEST-TAX ACCT-CLOVERBELT CU	367,901.53
10-00-11325-089-000	INVEST-TAX ACCT-COVANTAGE CU	3,451,116.89
10-00-11326-086-000	INVEST-TAX ACCT- ABBY BANK	307,023.51
10-00-11327-083-000	NICOLET BANK-MONEY MARKET	1,184.66
10-00-11327-084-000	INVEST-NICOLET BANK-CD/OTHER	274,495.97
10-00-11328-083-000	WISC-MONEY MARKET	491,779.31
10-00-11512-009-000	INTERCITY-SUNSHINE/SODA FUND	5,541.09
10-00-11512-017-000	RESTRICT INV- FLEX CHKING #116	3,070.46
10-00-11800-000-000	PETTY CASH-GENERAL FUND	400.00
10-00-12110-000-000	R/E PROP TAXES RECEIVABLE-CURR	1,581,828.63
10-00-13100-000-000	BILLED ACCTS RECEIVABLE-CUSTOM	42,600.35
10-00-13300-000-000	INTEREST RECEIVABLE	2,834.74
10-00-13610-000-000	UNBILLED ACCTS RECEIV-DPW DEVE	5,291.20
10-00-13800-000-000	OTHER RECEIVABLES-MISCELLANEOU	11,345.49
10-00-13801-000-000	OTHER RECEIVABLES-MOBILE HOME	10,196.87
10-00-14201-000-000	DUE FROM STATE OF WI-SDC PROG	1,280.45
10-00-14400-000-000	DUE FROM OTHER CITIES-BILLED	5,547.28
10-00-14410-000-000	DUE FROM TOWN OF WESTON	17,507.66
10-00-14510-000-000	DUE FROM EVEREST METRO POLICE	5,125.97
10-00-14520-000-000	DUE FROM SAFER DISTRICT	9,900.12
10-00-14530-000-000	DUE FROM MUNICIPAL COURT	9.84
10-00-15229-000-000	DUE FROM SPEC REV-ROOM TAXES	9,651.68
10-00-15660-000-000	DUE FROM ENTERPRISE-WATER UTIL	467,991.92
10-00-15661-000-000	DUE FROM ENTERPRISE-SEWER UTIL	17,139.08
10-00-16200-000-000	PREPAID ITEMS-MISCELLANEOUS	10,754.17

TOTAL ASSETS

14,031,613.75

LIABILITIES AND EQUITY

VILLAGE OF WESTON

BALANCE SHEET

MARCH 31, 2025

GENERAL FUND

LIABILITIES

10-00-21000-000-000	ACCOUNTS PAYABLE-CLEARING ACCO		60.00	
10-00-21100-000-000	ACCOUNTS PAYABLE	(	779.00)	
10-00-21111-000-000	VOUCHERS PAYABLE		24,596.57	
10-00-21120-000-000	OCCUPANCY PERMITS		106,500.00	
10-00-21530-000-000	EMPLOYEE HEALTH INS W/H PAYABL	(	60,436.41)	
10-00-21531-000-000	ETF LIFE INS WITHHOLDING PAYAB		.27	
10-00-21532-000-000	EYE CARE DEDUCTION PAYABLE		12.19	
10-00-21535-000-000	HSA DEDUCTION PAYABLE	(	27,984.13)	
10-00-21537-000-000	ACCID/LIFE/ST DISABILITY LIAB		96.81	
10-00-21540-000-000	WORKERS COMP PAYABLE	(	12,568.30)	
10-00-21562-000-000	FLEX UNREIMB MED DEDUCT PAYAB		2,254.51	
10-00-21566-000-000	PREPAID LEGAL SERVICES		.03	
10-00-21590-000-000	EAP PAYABLE	(	173.53)	
10-00-23160-000-000	SECURITY DEPOSITS-PARK RENTALS		475.00	
10-00-23180-000-000	PROP TAX DEPOSITS-IN TRANSIT A		802,580.26	
10-00-24213-000-000	DUE TO STATE OF WIS/SALES TAXE		26.66	
10-00-24310-000-000	DUE TO MARATHON COUNTY/CURRENT		1,382,369.86	
10-00-24330-000-000	DUE TO MARATHON COUNTY/DOG LIC		222.00	
10-00-24426-000-000	DUE TO OTHER GOVTS-MISC.	(	215.92)	
10-00-24510-000-000	DUE TO NORTHCENTRAL TECH/CURR		408,527.03	
10-00-24610-000-000	DUE TO DC EVEREST SCHOOLS/CURR		2,549,516.41	
10-00-26603-000-000	DEFERRED REV-MUNIC COURT FINES		2,789.78	
	TOTAL LIABILITIES			5,177,870.09

FUND EQUITY

10-00-34120-000-000	NONSPEND FUND BAL-INVENTORIES		5,530.13	
10-00-34121-000-000	RESERVED FUND BAL-PREPAID ITEM		21,247.56	
10-00-34130-000-000	NONSPEND FUND BAL-ADVANC/OTHER		390,354.59	
10-00-34202-000-000	ASSIGN FUND BAL-ST LIGHT/BIRCH		152,128.00	
10-00-34270-000-000	ASSIGNED FUND BAL-APL BDGT S		120,000.00	
10-00-34300-000-000	UNASSIGNED FUND BALANCE		3,783,314.50	
	UNAPPROPRIATED FUND BALANCE:			
	REVENUE OVER EXPENDITURES - YTD		4,381,168.88	
	BALANCE - CURRENT DATE		4,381,168.88	
	TOTAL FUND EQUITY			8,853,743.66
	TOTAL LIABILITIES AND EQUITY			14,031,613.75

**VILLAGE OF WESTON**  
**OPERATING BUDGET STATUS REPORT - General Fund only**  
**March 31, 2025**  
**\*\*\*75% of Year Remaining \*\*\***

<u>APPROPRIATION AREA</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>REMAINING BALANCE</u>	<u>PERCENT LEFT</u>	<u>March 2024</u>		<u>PERCENT LEFT</u>
					<u>BUDGET</u>	<u>ACTUAL</u>	
<b>GENERAL FUND:</b>							
General Government	\$1,257,553	\$371,761	\$885,792	70.4%	\$1,302,565	\$342,856	73.7%
Public Safety	4,958,234	925,490	4,032,744	81.3%	4,745,145	1,305,272	72.5%
Public Works	2,243,619	382,810	1,860,809	82.9%	2,228,655	399,291	82.1%
Human Services	5,000	1,969	3,031	60.6%	40,000	21,368	46.6%
Culture & Recreation	552,044	114,200	437,844	79.3%	528,970	127,756	75.8%
Community Development	286,997	43,030	243,967	85.0%	243,355	49,614	79.6%
Misc. Programs	29,500	5,668	23,832	80.8%	28,000	6,936	75.2%
Transfer to Other Funds	25,000	-	25,000	100.0%	31,150	-	100.0%
Contingency Reserve	58,250	-	58,250	100.0%	40,805	-	100.0%
<b>TOTAL APPROPRIATION</b>	<b>\$9,416,197</b>	<b>\$1,844,928</b>	<b>\$7,571,269</b>	<b>80.4%</b>	<b>\$9,188,645</b>	<b>\$2,253,093</b>	<b>75.5%</b>
				↑			
<b>REVENUES</b>							
Property Taxes	\$5,601,966	\$5,601,967	\$ (1)	0.0%	\$5,466,300	\$5,466,300	0.0%
Other Taxes	553,090	172,168	380,922	68.9%	652,090	158,691	75.7%
State Shared Revenues	1,474,060	-	1,474,060	100.0%	1,441,060	-	100.0%
Other Grants & Aids	1,063,783	211,442	852,341	80.1%	907,280	184,660	79.6%
Interest Income	79,958	90,566	(10,608)	-13.3%	72,725	96,499	-32.7%
Munic. Services-Town/All Other	67,550	43,617	23,933	35.4%	99,550	51,344	48.4%
Applied Fund Balance/Reserve	105,000	-	105,000	100.0%	44,000	-	100.0%
All Other Revenue	470,790	106,336	364,454	77.4%	505,640	134,759	73.3%
<b>TOTAL RESOURCES</b>	<b>\$9,416,197</b>	<b>\$6,226,096</b>	<b>\$3,190,101</b>	<b>33.9%</b>	<b>\$9,188,645</b>	<b>\$6,092,253</b>	<b>33.7%</b>
				↑			

**VILLAGE OF WESTON**  
**STATEMENT OF REVENUES**  
**March 31, 2025**  
**(25% Y-T-D completed)**

<u>ACCOUNT DESCRIPTION</u>	<u>Y-T-D ACTUAL</u>	<u>Y-T-D % REV.</u>	<u>ADJUSTED BUDGET</u>	<u>REMAINING BALANCE (SURPLUS)</u>	<u>BUDGET % LEFT</u>
<b>GENERAL FUND</b>					
Property Taxes	5,601,967	100%	5,601,966	(1)	0%
Pmt. In Lieu of Taxes-Water Utility	122,500	25%	490,000	367,500	75%
Pmt. In Lieu of Taxes-Rothschild	-	N/A	-	-	N/A
Mobile Home Fees	40,401	73%	55,000	14,599	27%
Other Taxes	9,267	115%	8,090	(1,177)	-15%
Special Assessments	1,130	21%	5,500	4,370	79%
State Shared Revenues	-	0%	1,474,060	1,474,060	100%
Transportation Aids	211,063	27%	788,338	577,275	73%
Other State & Federal Aids	379	0%	275,445	275,066	100%
License Revenue	16,474	8%	197,340	180,866	92%
Permits Revenue	50,706	32%	158,900	108,194	68%
Fines/Forfeitures/Penalties	19,002	58%	32,600	13,598	42%
Street & Highway Revenue	224	1%	18,300	18,076	99%
Misc. Other Fees	1,338	19%	7,050	5,712	81%
Econ Dev Pub Fees	250	N/A	-	(250)	N/A
Park Rental Fees/Park Maint. Fees	1,290	32%	4,000	2,710	68%
Munic. Services-General Gov't	950	17%	5,550	4,600	83%
Munic. Services-Public Safety	-	N/A	-	-	N/A
Munic. Services-Public Works	42,667	71%	60,000	17,333	29%
Munic. Services-Inspections	-	0%	2,000	2,000	100%
Interest Income	90,566	113%	79,958	(10,608)	-13%
Sales of Village Property	203	41%	500	297	59%
Insurance Recoveries	2,727	68%	4,000	1,273	32%
Contributions - All Other	20	N/A	-	(20)	N/A
Miscellaneous Revenue	12,972	35%	37,600	24,628	65%
Fund Balance - Applied Budget Surplus	-	0%	105,000	105,000	
Transfers from Enterprise Funds	-	N/A	-	-	N/A
Interfund Transfers	-	0%	5,000	5,000	100%
<b>TOTAL</b>	<b><u>\$6,226,096</u></b>	<b><u>66.1%</u></b>	<b><u>\$9,416,197</u></b>	<b><u>\$3,190,101</u></b>	<b><u>33.9%</u></b>

**VILLAGE OF WESTON**  
**STATEMENT OF EXPENDITURES**  
**March 31, 2025**  
**(25% Y-T-D completed)**

<u>ACCOUNT DESCRIPTION</u>	<u>Y-T-D ACTUAL</u>	<u>Y-T-D % EXP.</u>	<u>ADJUSTED BUDGET</u>	<u>REMAINING BALANCE</u>	<u>BUDGET % LEFT</u>
<b>GENERAL FUND</b>					
Village Board Trustees	9,272	15%	61,599	52,327	85%
Village Municipality Dues	3,667	58%	6,300	2,633	42%
Personnel Committee	-	0%	2,156	2,156	100%
Board of Review	-	0%	300	300	100%
Municipal Court	10,062	N/A	-	(10,062)	100%
Village Attorney	4,940	11%	44,500	39,560	89%
Administrator	14,471	20%	72,602	58,131	80%
Clerk	53,742	19%	279,561	225,819	81%
Personnel	1,805	30%	6,035	4,230	70%
Elections	7,700	12%	63,420	55,720	88%
Data Processing/Central Services	59,529	44%	136,684	77,155	56%
Information Technology	16,341	21%	78,844	62,503	79%
Finance/Audit & Budgeting/Tax Collection	49,504	22%	229,369	179,865	78%
Village Assessor	10,525	22%	47,500	36,975	78%
Finance Committee	-	0%	1,799	1,799	100%
Risk Management/Insurance	96,434	88%	109,100	12,666	12%
Municipal Building/Misc. Gen'l Gov't.	33,521	29%	115,255	81,734	71%
Illegal Taxes/Tax Refunds/Bad Debt	248	10%	2,529	2,281	90%
Mountain Bay Metro Police Dept.	869,017	26%	3,376,067	2,507,050	74%
Safety Building Maintenance	3,005	33%	9,000	5,995	67%
Other Public Safety	176	7%	2,650	2,474	93%
SAFER	-	0%	1,289,743	1,289,743	100%
Public Safety Committee	-	N/A	2,695	2,695	100%
Building Inspections	53,292	19%	278,079	224,787	81%
Director of Public Works	3,577	20%	18,004	14,427	80%
Public Works Engineer	12,835	77%	16,700	3,865	23%
Deputy Director of Public Works	8,477	27%	31,268	22,791	73%
Street Operations - Village	131,741	9%	1,404,313	1,272,572	91%
Traffic Control	1,897	5%	40,000	38,103	95%
Winter Street Maintenance - Village	171,332	37%	467,623	296,291	63%
Hard Materials Handling	3,378	15%	21,915	18,537	85%
Street Irrigation Maintenance	93	1%	13,840	13,747	99%
Street Operations - Town	471	8%	6,173	5,702	92%
Winter Street Maintenance - Town	10,757	71%	15,162	4,405	29%
Street Lighting	38,252	18%	208,000	169,748	82%
Public Works/Utilities Committee	-	0%	621	621	100%
Human Services	1,969	39%	5,000	3,031	61%
Parks-Administration	74,929	24%	309,597	234,668	76%
Parks-Grounds Maintenance	25,502	15%	170,299	144,797	85%
Roadside Maintenance	13,335	21%	63,235	49,900	79%
Parks-Ice Rinks	274	4%	6,609	6,335	96%
Park & Recreation Committee	160	7%	2,304	2,144	93%
Community Development	42,381	17%	256,106	213,725	83%
Planning Commission	384	5%	7,575	7,191	95%
Board of Appeals	-	0%	1,883	1,883	100%
Extra Limits/Smart Growth/Land Use	265	1%	21,433	21,168	99%
Newsletter	5,668	19%	29,500	23,832	81%
Interfund Transfers - Refuse/Recycling	-	0%	25,000	25,000	100%
Contingency Reserve	-	0%	58,250	58,250	100%
<b>TOTAL - General Fund</b>	<b><u>\$1,844,928</u></b>	<b><u>19.6%</u></b>	<b><u>\$9,416,197</u></b>	<b><u>\$7,571,269</u></b>	<b><u>80.4%</u></b>

**VILLAGE OF WESTON**

**Debt Service Fund**

**3/31/2025**

	<b>2025 YTD ACTUAL</b>	<b>2025 ANNUAL BUDGET</b>
<b><u>REVENUES</u></b>		
Property Tax Levy	\$ 2,158,667	\$ 2,158,667
Special Assessments	7,475	7,000
Interest Income	2,031	750
Proceeds from Gen Obligation Bonds/Notes	-	-
Transfer from CDA Fund - TIF #1	-	1,548,163
Transfer from CDA Fund - TIF #2	-	157,125
TOTAL REVENUES	<u>\$ 2,168,173</u>	<u>\$ 3,871,705</u>
<b><u>EXPENDITURES</u></b>		
Principal Payments	\$ 1,394,539	\$ 2,624,539
Interest Payments	624,750	1,276,152
Fiscal Agent Expenses	-	-
Issuance Costs	-	-
Payment to Refunding Bond Escrow Agent	-	-
TOTAL EXPENDITURES	<u>\$ 2,019,289</u>	<u>\$ 3,900,691</u>
<b>NET REVENUES OVER (UNDER) EXPENDITURES</b>	<u>\$ 148,884</u>	<u>\$ (28,986)</u>

**VILLAGE OF WESTON**  
**Weston Aquatic Center Fund**  
**3/31/2025**

	<b>2025</b>	<b>2025</b>	<b>2024</b>	<b>2024</b>
	<b>YTD</b>	<b>BUDGET</b>	<b>YTD</b>	<b>BUDGET</b>
	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ACTUAL</b>	<b>BUDGET</b>
<b><u>REVENUES</u></b>				
Taxes	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
Daily Fees	38	100,000	-	100,000
Season Passes	4,119	30,000	3,791	29,000
Pool Rentals-Evening	1,422	2,000	948	2,000
Birthday Party Packs	-	1,200	-	2,400
Group Rate Discounts-Daily	-	2,500	948	2,500
Concessions	-	7,000	-	7,000
Locker Rentals	-	70	-	120
Special Events	-	-	-	1,000
Swimming Lessons	-	4,000	-	3,500
Total Swimming Fees	<u>5,579</u>	<u>146,770</u>	<u>5,687</u>	<u>147,520</u>
Interest Income	882	100	921	100
Miscellaneous	-	-	-	-
Transfer from other funds	-	40,000	-	40,000
<b>TOTAL REVENUES</b>	<u>\$ 46,461</u> 20.48%	<u>\$ 226,870</u>	<u>\$ 46,608</u> 20.48%	<u>\$ 227,620</u>
<b><u>EXPENSES</u></b>				
Wages/Fringe Benefits	\$ -	\$ -	\$ -	\$ -
Utilities	1,701	42,600	(768)	34,100
Contracted Services/Repairs	1,056	182,200	19,351	176,700
Supplies & Materials	79	29,075	428	27,975
Capital Outlay-Equipment	-	2,700	-	2,700
Capital Outlay-Computer Software	-	3,435	1,612	3,435
<b>TOTAL EXPENSES</b>	<u>\$ 2,836</u> 1.09%	<u>\$ 260,010</u>	<u>\$ 20,623</u> 8.42%	<u>\$ 244,910</u>
<b>NET INCOME (LOSS)</b>	<u>\$ 43,625</u>	<u>\$ (33,140)</u>	<u>\$ 25,985</u>	<u>\$ (17,290)</u>

FINANCE  
4/14/2025

VILLAGE OF WESTON

Room Taxes Fund

3/31/2025

	<u>2025 YTD Actual</u>	<u>2025 Annual Budget</u>
<b>Fund Balance, 1/1/25</b>	\$ 36,797	
<b><u>Revenues</u></b>		
Room Taxes Revenue	\$ -	\$ 540,000
	<u>-</u>	<u>540,000</u>
<b><u>Expenditures</u></b>		
Payment to Wausau Visitor's Convention Bureau (CVB)	\$ -	\$ 378,000
Legal Services	-	-
Rec programs - Misc events	-	-
Miscellaneous Contributions	-	-
Other Economic Development-Commission Member Pay	-	12,587
Other Economic Development (Wayfinding signs)	-	-
Transfer to General Fund	-	5,000
Transfer to Capital Improvement Fund	-	116,595
Transfer to Aquatic Center Fund (Repairs/Capital Equipment)	-	40,000
	<u>-</u>	<u>552,182</u>
<b>Revenues over (under) Expenditures</b>	<u>-</u>	<u>(12,182)</u>

---

**HOTEL-MOTEL ROOM TAX COLLECTIONS:**

	<u>2025 Room Receipts</u>	<u>2025 8% Room Tax Collections</u>	<u>Distribution of Collections</u>	
			<u>Tourism Activities</u>	<u>Village of Weston</u>
Comfort Inn & Suite	\$ -		\$ -	\$ -
AmericInn & Suites	-		-	-
Air BNB	-		-	-
Priceline	-		-	-
Homeaway.com	-		-	-
Booking.com BV	-		-	-
Expedia	-		-	-
Fairfield Inn	-		-	-
Holiday Inn Express	-		-	-
<b>TOTALS</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

4/15/2025

**VILLAGE OF WESTON**  
**Refuse/Recycling Program Fund**  
**3/31/2025**

	<u>Refuse</u>	<u>Recycling</u>	<u>Landfill</u>	<u>Total 2025 Actual</u>	<u>2025 Annual Budget</u>
<b>Fund Balance, 1/1/25</b>				\$ 181,928	
<b><u>Revenues</u></b>					
Recycling Grant	\$ -	\$ -	\$ -	\$ -	\$ 79,000
Garbage Fees/Sticker sales - Village	500,518	-	-	500,518	461,244
Recycling Collection Fees - Village	-	296,393	-	296,393	332,640
Garbage Fees - Town	-	-	-	-	24,056
Recycling Collection Fees/Bin Sales - Town	-	-	-	-	17,360
Landfill - Town	-	-	-	-	3,000
Miscellaneous	534	376	-	910	200
Properties-Recycling Materials	-	-	-	-	-
Transfer from General Fund	-	-	-	-	31,150
<b>Total Revenues</b>	<u>\$ 501,052</u>	<u>\$ 296,769</u>	<u>\$ -</u>	<u>\$ 797,821</u>	<u>\$ 948,650</u>
<b><u>Expenditures</u></b>					
Garbage	\$ 87,616	\$ -	\$ -	\$ 87,616	\$ 529,829
Landfill	-	-	3,082	3,082	34,150
Recycling - Curbside/Village	-	27,556	-	27,556	324,612
Recycling/Compost/StumpDump	-	2,380	-	2,380	49,273
Recycling - Curbside/Town	-	-	-	-	-
Recycling - Program Administration	-	2,914	-	2,914	32,250
Recycling - Educational Programs	-	9,812	-	9,812	13,300
<b>Total Expenditures</b>	<u>\$ 87,616</u>	<u>\$ 42,662</u>	<u>\$ 3,082</u>	<u>\$ 133,360</u>	<u>\$ 983,414</u>
<b>Revenues over(under) Expenditures</b>	<u>\$ 413,436</u>	<u>\$ 254,107</u>	<u>\$ (3,082)</u>	<u>\$ 664,461</u>	
<b>Fund Balance, 3/31/2025</b>				<u>\$ 846,389</u>	

Finance  
2/18/2025

**VILLAGE OF WESTON**  
**Special Revenue Funds - TIF #1**  
**3/31/2025**

	<b>2025 Actual</b>	<b>2025 Annual Budget</b>
<b><u>REVENUES</u></b>		
Property Tax Increments	\$ 6,709,929	\$ 6,200,000
Computer Exemption State Aids	-	30,190
Personal Property Tax Aid	-	306,602
Investment Income	123,550	20,000
Transfer from CDA - TIF #1	-	-
	6,833,479	6,556,792
<b><u>EXPENDITURES</u></b>		
Administration Expenses	\$ 39,187	\$ 218,159
Rents/Leases-TIF Land	-	1,548,163
Grant	49,213	72,000
Transfer to Cap Proj-TIF #1	-	7,541,132
	88,400	9,379,454
<b><u>NET REVENUES OVER (UNDER)</u></b>		
<b><u>EXPENDITURES</u></b>	6,745,079	(2,822,662)

FINANCE  
4/14/2025

**VILLAGE OF WESTON**  
**Special Revenue Funds - TIF #2**  
**3/31/2025**

	<b>2025 Actual</b>	<b>2025 Annual Budget</b>
<b><u>REVENUES</u></b>		
Property Tax Increments	\$ 758,471	\$ 685,000
Computer Exemption State Aids	-	11,944
Personal Property Tax Aid	-	112,532
Investment Income	15,554	2,000
	774,025	935,615
<b><u>EXPENDITURES</u></b>		
Administration Expenses	\$ 9,101	\$ 74,859
Rents/Leases-TIF Land	-	-
Transfer to CIP	-	3,757,735
Transfer to CDA - TIF #2	-	-
	9,101	3,832,594
<b><u>NET REVENUES OVER (UNDER)</u></b>		
<b><u>EXPENDITURES</u></b>	764,924	(2,896,979)

FINANCE  
4/14/2025

**VILLAGE OF WESTON**  
**Special Revenue Funds - CDA TIF #1**  
**3/31/2025**

	<b>2025 Actual</b>	<b>2025 Annual Budget</b>
<b><u>REVENUES</u></b>		
Investment Income	\$ -	\$ 10,000
Market Adj	-	-
Rents/Leases-TIF Land	-	1,548,163
	-	1,558,163
<b><u>EXPENDITURES</u></b>		
Administration Expenses	\$ -	\$ 632
Fiscal Charges	-	2,615
Transfer to TIF Spec Revenue	-	-
Transfer to Debt Service Fund	-	1,548,163
	-	1,551,410
<b><u>NET REVENUES OVER (UNDER)</u></b>		
<b><u>EXPENDITURES</u></b>	-	6,753

FINANCE  
4/14/2025

**VILLAGE OF WESTON**  
**Special Revenue Funds - CDA TIF #2**  
**3/31/2025**

	<b>2025 Actual</b>	<b>2025 Annual Budget</b>
<b><u>REVENUES</u></b>		
Investment Income	\$ -	\$ 5,000
Rents/Leases-TIF Land	-	-
Transfer from TIF 2	-	-
	-	5,000
<b><u>EXPENDITURES</u></b>		
Administration Expenses	\$ -	\$ 405
Fiscal Charges	-	662
Transfer to TIF Spec Revenue	-	124,139
Transfer to Debt Service Fund	-	157,125
	-	282,331
<b><u>NET REVENUES OVER (UNDER)</u></b>		
<b><u>EXPENDITURES</u></b>	-	(277,331)

FINANCE  
4/14/2025

**VILLAGE OF WESTON**  
**Civic and Social - Special Revenue Funds**  
**3/31/2025**

	Weston Centennial (Scholarships)	Farmers Market	Total 2025 Actual	2025 Budget
<b>REVENUES</b>				
Farmers Market License	\$ -	\$ 6,400	\$ 6,400	\$ 8,300
Interest on Investments	-	281	281	50
Miscellaneous	-	-	-	11,000
	-	6,681	6,681	19,350
<b>EXPENDITURES</b>				
Farmers Market	-	375	375	18,494
	-	375	375	18,494
<b>NET REVENUES OVER (UNDER)</b>				
<b>EXPENDITURES</b>	\$ -	\$ 6,305	\$ 6,305	\$ 856

**VILLAGE OF WESTON**  
**Park & Recreation - Special Revenue Funds**  
**3/31/2025**

	Parkland Dedication Fees	Park/Rec. Donations	Kennedy Park Memorial	E.C. Trail/ Fun Run/Walk Donations	Dog Park Donations	Total 2025 Actual	2025 Budget
<b>REVENUES</b>							
Parkland Dedication Fees	\$ 8,750	\$ -	-	\$ -	\$ -	\$ 8,750	\$ 10,000
Donations - Park	-	-	-	-	-	-	-
Donations - Dog Park	-	-	-	-	33	33	150
Interest on Investments	-	586	-	-	-	586	50
	8,750	586	-	-	33	9,369	10,200
<b>EXPENDITURES</b>							
Parkland Dedication - Other Outside Contracted Service	-	-	-	-	-	-	15,000
All Other Parks-Landscaping/Trees	-	-	-	-	-	-	-
Dog Park Maintenance Expenses	-	-	-	-	-	-	-
	-	-	-	-	-	-	15,000
<b>NET REVENUES OVER (UNDER) EXPS.</b>							
	\$ 8,750	\$ 586	\$ -	\$ -	\$ 33	\$ 9,369	\$ (4,800)

FINANCE  
4/15/2025

**VILLAGE OF WESTON**  
**Special Revenue Funds - Grants**  
**3/31/2025**

	<b>2025 Actual</b>	<b>2025 Annual Budget</b>
<b>Fund Balance, 1/1/25</b>	\$ -	
<b><u>REVENUES</u></b>		
ARPA Grant	\$ -	\$ 849,288
Investment Income	-	1,000
	-	850,288
<b><u>EXPENDITURES</u></b>		
Grant Expenses-General Government	-	-
Grant Expenses-Capital Expenses	-	-
Grant Expenses-Public Safety	-	-
Grant Expenses-Public Safety	-	-
Grant Expenses-Public Safety	-	919,309
Grant Expenses-Park Maintenance	-	-
	-	919,309
<b><u>NET REVENUES OVER (UNDER)</u></b>		
<b><u>EXPENDITURES</u></b>	-	(69,021)
<b>Fund Balance, 03/31/2025</b>	\$ -	\$ (69,021)

<b>ARPA funds remaining</b>	-
-----------------------------	---

**VILLAGE OF WESTON**  
**Enterprise Fund - Water Utility**  
**3/31/2025**  
**(\*\*25% Year Completed \*\*)**

	2025			2024		
	YTD ACTUAL	ANNUAL BUDGET	% completed	YTD ACTUAL	ANNUAL BUDGET	% completed
<b>REVENUES</b>						
Metered/Unmetered Sales:						
Residential	\$ 298,923	\$ 1,170,000	25.55%	\$ 275,839	\$ 1,170,000	23.58%
Commercial	73,725	340,000	21.68%	79,338	320,000	24.79%
Industrial	123,115	490,000	25.13%	130,742	490,000	26.68%
Public Authority	9,240	57,000	16.21%	8,250	57,000	14.47%
Multi-Family	54,120	200,000	27.06%	54,296	197,600	27.48%
Other	-	-	N/A	-	3,000	0.00%
Private Fire Protection	12,599	46,000	27.39%	11,780	46,000	25.61%
Public Fire Protection	138,432	468,000	29.58%	134,387	468,000	28.72%
Subtotal Sales	710,154	\$ 2,771,000	25.63%	694,632	\$ 2,751,600	25.24%
Interest Income	46,383	50,000	92.77%	74,683	30,000	248.94%
Interest Market Adj	-	-	N/A	-	-	N/A
Misc. Other Revenue	7,832	58,210	13.46%	5,791	41,110	14.09%
SUBTOTAL REVENUES	764,369	2,879,210	26.55%	775,106	2,822,710	27.46%
Capital Contributions	-	-	N/A	-	-	N/A
<b>TOTAL REVENUES</b>	<b>\$ 764,369</b>	<b>\$ 2,879,210</b>	<b>26.55%</b>	<b>\$ 775,106</b>	<b>\$ 2,822,710</b>	<b>27.46%</b>
<b>EXPENSES</b>						
Operations & Maintenance	\$ 145,411	\$ 889,233	16.35%	\$ 146,607	\$ 993,622	14.75%
Administration	129,031	758,802	17.00%	124,738	694,287	17.97%
Payment in Lieu of Taxes	118,750	475,000	25.00%	118,750	475,000	25.00%
Depreciation	190,000	760,000	25.00%	177,500	710,000	25.00%
Interest/Fiscal Agent Exps.	34,908	165,111	21.14%	19,779	186,416	10.61%
Amortization Expense	-	1,328	0.00%	-	1,328	0.00%
	618,100	3,049,474	20.27%	587,374	3,060,653	19.19%
Interfund Transfers Out	-	-	N/A	-	-	N/A
<b>TOTAL EXPENSES</b>	<b>\$ 618,100</b>	<b>\$ 3,049,474</b>	<b>20.27%</b>	<b>\$ 587,374</b>	<b>\$ 3,060,653</b>	<b>19.19%</b>
<b>NET INCOME</b>	<b>\$ 146,269</b>	<b>\$ (170,264)</b>		<b>\$ 187,732</b>	<b>\$ (237,943)</b>	
<i>(per GAAP/GASB basis)</i>						
Less: Add'l Capital Contribs.	-	-		-	-	
<b>NET INCOME</b>	<b>\$ 146,269</b>	<b>\$ (170,264)</b>		<b>\$ 187,732</b>	<b>\$ (237,943)</b>	
<i>(per budget basis)</i>						

FINANCE  
4/15/2025

**VILLAGE OF WESTON**  
**Enterprise Fund - Sewer Utility**  
**3/31/2025**  
**(\*\*\* 25% Year Completed \*\*\*)**

	2025				2024		
	YTD ACTUAL	YTD ACTUAL	ANNUAL BUDGET	% completed	YTD ACTUAL	ANNUAL BUDGET	% completed
<b>REVENUES</b>							
Metered/Unmetered Sales:							
Residential	\$ 349,802	\$ 349,802	\$ 1,692,000	20.67%	\$ 324,383	\$ 1,380,000	23.51%
Commercial	204,999	204,999	950,000	21.58%	195,100	760,000	25.67%
Industrial	45,449	45,449	227,000	20.02%	39,813	200,000	19.91%
Public Authority	17,252	17,252	74,000	23.31%	15,104	57,000	26.50%
Subtotal Sales	\$ 617,502	\$ 617,502	\$ 2,943,000	20.98%	\$ 574,400	\$ 2,397,000	23.96%
Hook-up Fees	4,200	4,200	35,000	12.00%	6,000	20,000	30.00%
Interest Income	33,084	33,084	75,000	44.11%	66,127	50,000	132.25%
Gain on Sale of Equipment	12,000	12,000	-	N/A	-	-	N/A
Misc. Other Revenue	4,061	4,061	6,400	63.45%	3,118	6,400	48.72%
SUBTOTAL REVENUES	670,847	670,847	3,059,400	21.93%	649,645	2,473,400	26.27%
Premium Amortization	-	-	-	N/A	-	-	N/A
Capital Contributions	2,900	2,900	25,000	11.60%	202	1,000	20.20%
<b>TOTAL REVENUES</b>	<b>\$ 673,747</b>	<b>\$ 673,747</b>	<b>\$ 3,084,400</b>	<b>21.84%</b>	<b>\$ 649,847</b>	<b>\$ 2,474,400</b>	<b>26.26%</b>
<b>EXPENSES</b>							
Operations & Maintenance	74,094	\$ 74,094	\$ 467,406	15.85%	\$ 70,950	\$ 572,196	12.40%
Administration	96,959	96,959	484,753	20.00%	96,824	423,653	22.85%
Payment in Lieu of Taxes	3,750	3,750	15,000	25.00%	3,750	15,000	25.00%
Rib Mt. Sewer Dist.-Services	155,940	155,940	1,150,000	13.56%	186,658	1,150,000	16.23%
Rib Mt. Sewer Dist.-Debt Serv.	107,698	107,698	725,000	14.85%	128,483	600,000	21.41%
Depreciation	197,500	197,500	845,000	23.37%	187,500	803,000	23.35%
Interest/Fiscal Agent Exps.	35,562	35,562	10,916	325.78%	20,612	26,765	77.01%
Amortization Expense	-	-	-	N/A	-	-	N/A
SUBTOTAL EXPENSES	671,503	671,503	3,698,075	18.16%	694,777	3,590,614	19.35%
Interfund Transfers Out	-	-	-	N/A	-	-	N/A
<b>TOTAL EXPENSES</b>	<b>671,503</b>	<b>\$ 671,503</b>	<b>\$ 3,698,075</b>	<b>18.16%</b>	<b>\$ 694,777</b>	<b>\$ 3,590,614</b>	<b>19.35%</b>
<b>NET INCOME</b>	<b>2,244</b>	<b>\$ 2,244</b>	<b>\$ (613,675)</b>		<b>\$ (44,930)</b>	<b>\$ (1,116,214)</b>	
<i>(per GAAP/GASB basis)</i>							
Less: Add'l Capital Contribs.	(2,900)	(2,900)	(25,000)		(202)	(1,000)	
<b>NET INCOME</b>	<b>(656)</b>	<b>\$ (656)</b>	<b>\$ (638,675)</b>		<b>\$ (45,132)</b>	<b>\$ (1,117,214)</b>	
<i>(per budget basis)</i>							

FINANCE  
4/15/2025

**VILLAGE OF WESTON**  
**Enterprise Fund - Stormwater Utility**  
**3/31/2025**  
**(\*\*\* 25% Year Completed \*\*\*)**

	2025		% of year completed	2024		% of year completed
	YTD ACTUAL	ANNUAL BUDGET		YTD ACTUAL	ANNUAL BUDGET	
<b>REVENUES</b>						
Metered/Unmetered Sales:						
Residential	\$ 81,114	\$ 375,000	21.63%	\$ 80,737	\$ 282,000	28.63%
Commercial	118,973	450,000	26.44%	113,762	400,000	28.44%
Industrial	27,902	115,000	24.26%	27,902	98,000	28.47%
Public Authority	14,033	43,000	32.63%	15,125	43,000	35.17%
Tax-Exempt Properties	(280)	11,000	-2.55%	(338)	7,900	-4.28%
Other	919	1,200	76.58%	751	1,200	62.58%
Subtotal Sales	\$ 242,661	\$ 995,200	24.38%	\$ 237,939	\$ 832,100	28.60%
Drainage Fees	1,600	2,500	64.00%	700	2,500	28.00%
Interest Income	16,119	6,000	268.65%	9,823	6,000	163.72%
SUBTOTAL REVENUES	260,380	1,003,700	25.94%	248,462	840,600	29.56%
Premium Amortization	-	6,740	0.00%	-	1,380	0.00%
Capital Contributions	-	-	N/A	-	-	N/A
<b>TOTAL REVENUES</b>	<b>\$ 260,380</b>	<b>\$ 1,010,440</b>	<b>25.77%</b>	<b>\$ 248,462</b>	<b>\$ 841,980</b>	<b>29.51%</b>
<b>EXPENSES</b>						
Program Management	\$ 17,188	\$ 74,104	23.19%	\$ 8,898	\$ 50,159	17.74%
DPW - Drainage Maintenance	17,502	144,132	12.14%	11,926	155,763	7.66%
DPW - Sweeping	2,339	43,777	5.34%	4,498	34,121	13.18%
Depreciation	100,000	400,000	25.00%	97,500	390,000	25.00%
Interest/Fiscal Agent Exps.	56,028	49,825	112.45%	36,504	64,801	56.33%
Interfund Transfers Out - General Fund	-	-	N/A	-	-	N/A
<b>TOTAL EXPENSES</b>	<b>\$ 193,057</b>	<b>\$ 711,838</b>	<b>27.12%</b>	<b>\$ 159,326</b>	<b>\$ 694,844</b>	<b>22.93%</b>
<b>NET INCOME (LOSS)</b>	<b>\$ 67,323</b>	<b>\$ 298,602</b>		<b>\$ 89,136</b>	<b>\$ 147,136</b>	
<i>(per GAAP/GASB basis)</i>						
Less: Add'l Capital Contribs.	-	-		-	-	
<b>NET INCOME (LOSS)</b>	<b>\$ 67,323</b>	<b>\$ 298,602</b>		<b>\$ 89,136</b>	<b>\$ 147,136</b>	
<i>(per budget basis)</i>						

FINANCE  
4/15/2025

**VILLAGE OF WESTON**  
**OPERATING BUDGET STATUS REPORT - TIF 1 CIP FUND**  
**3/31/2025**  
**\*\*\*25% of Year Completed \*\*\***

<u>EXPENDITURES</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>REMAINING BALANCE</u>	<u>PERCENT LEFT</u>
<b>TIF 1 CIP FUND:</b>				
Administration	\$5,000	\$ -	\$5,000	N/A
Business Park	14,500	-	14,500	100.0%
Barbican	-	-	-	N/A
Weston Avenue	5,524,132	219,901	5,304,231	96.0%
Weston Ave/Birch-Alderson	-	3,106	(3,106)	N/A
Christiansen Prop/Bus Park	<u>1,000,000</u>	<u>-</u>	<u>1,000,000</u>	<u>100.0%</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$6,543,632</u></b>	<b><u>\$223,007</u></b>	<b><u>\$6,320,625</u></b>	<b><u>96.6%</u></b>



**REVENUES**

Land Sales	\$ -	\$ -	\$ -	N/A
Transfer In - TIF #1 Special Revenue Fund	<u>6,543,632</u>	<u>-</u>	<u>6,543,632</u>	<u>100.0%</u>
<b>TOTAL RESOURCES</b>	<b><u>\$6,543,632</u></b>	<b><u>\$ -</u></b>	<b><u>\$6,543,632</u></b>	<b><u>100.0%</u></b>



Revenues Over (Under) Expenditures (\$223,007)

FINANCE  
4/14/2025



**VILLAGE OF WESTON**  
**OPERATING BUDGET STATUS REPORT - FACILITIES CIP FUND**  
**3/31/2025**  
**\*\*\*25% of Year Completed \*\*\***

<u>EXPENDITURES</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>REMAINING BALANCE</u>	<u>PERCENT LEFT</u>
<b>FACILITIES CIP FUND:</b>				
Weston Public Safety Bldg	\$0	\$0	\$0	N/A
Kennedy Park	1,046,550	18,933	1,027,617	98.2%
Aquatic Center	450,000	11,522	438,478	97.4%
Municipal Center Bldg	-	-	-	N/A
Various Parks/Playgrounds	<u>1,100,000</u>	<u>-</u>	<u>1,100,000</u>	<u>100.0%</u>
<b>TOTAL EXPENDITURES</b>	<u><u>\$2,596,550</u></u>	<u><u>\$ 30,455.00</u></u>	<u><u>\$2,566,095</u></u>	<u><u>98.8%</u></u>



<u>REVENUES</u>				
Proceeds from G.O. Bonds	\$931,550	\$0	\$931,550	100.0%
Interest Income	\$0	\$0	\$0	N/A
Contributions	1,000,000	-	1,000,000	100.0%
Transfers from Other Funds	<u>665,000</u>	<u>-</u>	<u>665,000</u>	<u>100.0%</u>
<b>TOTAL RESOURCES</b>	<u><u>\$2,596,550</u></u>	<u><u>\$ -</u></u>	<u><u>\$2,596,550</u></u>	<u><u>100.0%</u></u>



Revenues Over (Under) Expenditures      \$    (30,455.00)

**VILLAGE OF WESTON**  
**OPERATING BUDGET STATUS REPORT - STREETS CIP FUND**  
**3/31/2025**  
**\*\*\*25% of Year Completed \*\*\***

<u>EXPENDITURES</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>REMAINING BALANCE</u>	<u>PERCENT LEFT</u>
<b>STREETS CIP FUND:</b>				
Street Maintenance	\$225,000	\$ -	\$225,000	100.0%
Ross Ave/Camp Phillips	75,000	923	74,077	98.8%
Ped/Bike Plan	60,000	-	60,000	100.0%
Shorey	300,000	-	300,000	100.0%
Ross Ave	125,000	8,310	116,690	93.4%
Jelinek/Alderson	50,000	1,896	48,104	96.2%
Ross Ave Joint with Town	60,000	10,700	49,300	82.2%
Fuller Ave	2,075,000	11,903	2,063,097	99.4%
East Jelinek	-	2,728	(2,728)	N/A
Bloedel	50,000	-	50,000	100.0%
<b>TOTAL EXPENDITURES</b>	<b>\$3,020,000</b>	<b>\$37,894</b>	<b>\$2,982,106</b>	<b>98.7%</b>



**REVENUES**

Interest Income	\$ -	\$ 29,966.00	\$ (29,966.00)	N/A
State Grants-Transportation	75,000	-	75,000	100.0%
State Grants-Bike Trails	\$ 30,000.00	\$ -	\$ 30,000.00	100.0%
Misc Rev/Contribution	\$ -	\$ 15,000.00	\$ (15,000.00)	N/A
E/C River Launch Grant	-	-	-	N/A
Sale of Equip/Property	-	562	(562)	N/A
Proceeds from GO Bonds/Notes	2,915,000	-	2,915,000	100.0%
<b>TOTAL RESOURCES</b>	<b>\$3,020,000</b>	<b>\$45,528</b>	<b>\$2,974,472</b>	<b>98.5%</b>



Revenues Over (Under) Expenditures \$7,634

**VILLAGE OF WESTON**  
**OPERATING BUDGET STATUS REPORT - CAPITAL EQUIPMENT CIP FUND**  
**3/31/2025**  
**\*\*\*25% of Year Completed \*\*\***

<u>EXPENDITURES</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>REMAINING BALANCE</u>	<u>PERCENT LEFT</u>
<b>CAPITAL EQUIPMENT CIP FUND:</b>				
Other Gen Govt Outlay	\$ 80,000.00	\$0	80,000.00	100.0%
Public Safety Capital Outlay	100,000	0	100,000	100.0%
Highway Equipment	400,000	7,274	392,726	98.2%
Infrastructure	-	-	-	N/A
Parks Equipment	115,000	-	115,000	100.0%
Transfers to Other Funds	0	0	0	N/A
<b>TOTAL EXPENDITURES</b>	<b>\$695,000</b>	<b>\$7,274</b>	<b>\$687,726</b>	<b>99.0%</b>



**REVENUES**

Property Taxes	\$0	\$0	\$ -	N/A
State Shared Taxes-Expenditure Restraint	50,000	-	50,000	100.0%
Equipment Rental Fees	100,000	-	100,000	100.0%
Sale of Village Property	0	36,891	(36,891)	N/A
Proceeds from GO Bonds/Notes	911,605	-	911,605	100.0%
Transfers from Other Funds	80,000	-	80,000	100.0%
<b>TOTAL RESOURCES</b>	<b>\$1,141,605</b>	<b>\$36,891</b>	<b>\$1,104,714</b>	<b>96.8%</b>



Revenues Over (Under) Expenditures \$29,617

# REQUEST FOR CONSIDERATION

<b>Public Mtg/Date:</b>	Board of Trustees, April 21, 2025
<b>Description:</b>	Monthly Code Enforcement Report
<b>From:</b>	Jennifer Higgins, Planning & Development Director/Zoning Administrator Roman Maguire, Building Inspector Travis Meverden, Building Inspector/Property Inspector Mountain Bay Metro Police Department
<b>Question:</b>	Item is on the agenda for informational purposes only as an update to Code enforcement case progress over the past month.

## BACKGROUND

As of 4/16/25 there were 44 open and active code enforcement cases. In March 2025, 15 cases were created 6 cases were closed. 6 of the 44 active cases have been referred to Mountain Bay Metro PD and are in various stages of enforcement proceedings (Citations/Municipal Court/Circuit Court).

<b>Attached Docs:</b>	Active Enforcement Case List
<b>Committee Action:</b>	None
<b>Fiscal Impact:</b>	TBD.
<b>Recommendation:</b>	Staff recommend the BOT/Committee acknowledge the report and place on file.

## RECOMMENDED LANGUAGE FOR OFFICIAL ACTION

I acknowledge the report as presented and direct staff to place the report on file.

**ADDITIONAL ACTION:** None

ID	Complaint Date	Case Address	Case Number	Type	Status	Assigned To	Created On
6405	11/15/2024	4020 SCHOFIELD AV, WESTON	CV-202400183	Refuse and Recycling	In Violation	vparker	11/15/2024
6424	12/18/2024	3910 SCHOFIELD AV, WESTON	CV-202400202	Refuse and Recycling	In Violation	vparker	12/18/2024
6425	12/18/2024	3806 SCHOFIELD AV, WESTON	CV-202400203	Refuse and Recycling	In Violation	vparker	12/18/2024
6426	12/18/2024	4002 SCHOFIELD AV, WESTON	CV-202400204	Refuse and Recycling	In Violation	vparker	12/18/2024
6482	4/10/2025	5011 ASPEN ST, WESTON	CV-202500052	Refuse and Recycling	In Violation	vparker	4/10/2025
6422	12/13/2024	6406 HUBERT AV, WESTON	CV-202400200	Nuisances	In Violation	tmeverden	12/13/2024
6442	1/31/2025	4702 AUGUSTINE AV, WESTON	CV-202500012	Zoning-Motorized Vehicle Storage	In Violation	tmeverden	1/31/2025
6450	2/17/2025	1818 HIGHLAND AV, WESTON	CV-202500020	Nuisances	In Violation	tmeverden	2/17/2025
6438	1/27/2025	5311 JEAN ELLEN ST, WESTON	CV-202500008	Parking	In Violation	tmeverden	1/27/2025
6471	3/31/2025	5602 MESKER ST, WESTON	CV-202500041	Nuisances	In Violation	tmeverden	3/31/2025
6396	11/4/2024	5310 JACOB ST, WESTON	CV-202400174	Building Code	In Violation	tmeverden	11/4/2024
5971	9/8/2021	6202 ROSS AV, WESTON	CV-202100084	Nuisances	In Violation	tmeverden	9/8/2021
6067	2/14/2023	1710 ROSSENBACH AV, WESTON	CV-202300007	Nuisances	In Violation	tmeverden	2/14/2023
6118	6/16/2023	5810 BUSINESS HIGHWAY 51, WESTON	CV-202300058	Building Code	In Violation	tmeverden	6/16/2023
6255	5/17/2024	9840 SANDHILL DR, WESTON	CV-202400033	Building Code	In Violation	tmeverden	5/17/2024
6264	6/4/2024	4506 HOLLY AV, WESTON	CV-202400042	Zoning-Driveways	In Violation	tmeverden	6/4/2024
6286	6/20/2024	7804 SERVICE LN, WESTON	CV-202400064	Zoning-Parking Lot	In Violation	tmeverden	6/20/2024
6287	6/20/2024	3913 ROSS AV, WESTON	CV-202400065	Building Code	In Violation	tmeverden	6/20/2024
6313	7/16/2024	4501 RIVER BEND RD, WESTON	CV-202400091	Right-of-Way	In Violation	tmeverden	7/16/2024
6397	11/1/2024	5912 BUSINESS HIGHWAY 51, WESTON	CV-202400175	Building Code	In Violation	rmaguire	11/6/2024
6223	1/4/2024	4104 SHOREY AV, WESTON	CV-202400001	Building Code	In Violation	rmaguire	1/4/2024
6240	3/28/2024	1323 EVEREST AV, WESTON	CV-202400018	Zoning-Permits/Approvals	In Violation	rmaguire	3/28/2024
6410	11/18/2024	5107 ASPEN ST, WESTON	CV-202400188	Building Code	In Violation	rmaguire	12/10/2024
6411	11/18/2024	5103 ASPEN ST, WESTON	CV-202400189	Building Code	In Violation	rmaguire	12/10/2024
6412	11/18/2024	5011 ASPEN ST, WESTON	CV-202400190	Building Code	In Violation	rmaguire	12/11/2024
6413	11/18/2024	5007 ASPEN ST, WESTON	CV-202400191	Building Code	In Violation	rmaguire	12/11/2024
6414	12/11/2024	5003 ASPEN ST, WESTON	CV-202400192	Building Code	In Violation	rmaguire	12/11/2024
6415	11/18/2024	4911 ASPEN ST, WESTON	CV-202400193	Building Code	In Violation	rmaguire	12/11/2024
6439	1/30/2025	4408 LEDUC ST, WESTON	CV-202500009	Nuisances	In Violation	rmaguire	1/30/2025
6467	3/27/2025	4804 FULLER ST, WESTON	CV-202500037	Building Code	In Violation	rmaguire	3/27/2025
6433	1/16/2025	3613 SCHOFIELD AV, WESTON	CV-202500003	Zoning-Permits/Approvals	In Violation	rmaguire	1/20/2025
6434	1/22/2025	3020 MOUNT VIEW AV, WESTON	CV-202500004	Building Code	In Violation	rmaguire	1/22/2025
6483	4/10/2025	6010 SAXON AV, WESTON	CV-202500053	Zoning-Land Use	Pending	rmaguire	4/10/2025
6470	3/28/2025	2215 SCHOFIELD AV, WESTON	CV-202500040	Zoning-Land Use	In Violation	rmaguire	3/28/2025
6217	12/5/2023	3609 WESTON AV, WESTON	CV-202300157	Zoning-Motorized Vehicle Storage	In Violation	mloveless	12/5/2023
6430	12/31/2024	4717 MESKER ST, WESTON	CV-202400208	Nuisances	In Violation	mloveless	12/31/2024
6432	1/16/2025	4507 TWIN PINES LN, WESTON	CV-202500002	Zoning-Permits/Approvals	In Violation	mloveless	1/16/2025
6400	11/11/2024	3404 STERNBERG AV, WESTON	CV-202400178	Zoning-Accessory Buildings	In Violation	mloveless	11/11/2024
6350	8/16/2024	1310 Post Avenue	CV-202400128	Nuisances	In Violation	jzwicky	8/16/2024
6468	3/27/2025	7205 SCHOFIELD AV, WESTON	CV-202500038	Animals	In Violation	jzwicky	3/27/2025
6123	6/27/2023	5902 STELLA AV, WESTON	CV-202300063	Zoning-Permits/Approvals	In Violation	jhiggins	6/27/2023
6480	4/10/2025	5810 FERGE ST, WESTON	CV-202500050	Animals	In Violation	jhiggins	4/10/2025
6484	4/15/2025	6205 JACQUELYN RD, WESTON	CV-202500054	Nuisances	In Violation	CodeEnforcement	4/15/2025
6477	4/8/2025	5011 PINE ST, WESTON	CV-202500047	Nuisances	Pending	CodeEnforcement	4/8/2025

# REQUEST FOR CONSIDERATION

**Public Mtg/Date:** Board of Trustees, April 21, 2025

**Description:** Village Vouchers from 3/10/25 – 4/13/25

**From:** Jessica Trautman, Finance Director

**Question:** Should the Board of Trustees approve payment of Village expenditures (vouchers), and manual payroll checks for the period of 3/10/25 – 4/13/25?  
Vouchers totaled \$3,233,193.80 and were issued on check numbers 64029-64238, and 90196-90199.  
There were no manual payroll checks issued.

## Background

Vouchers were received by the Finance Department from various departments during the period. All invoices were reviewed for proper authorized approval by a department manager or supervisor prior to processing payment. All phone or ACH payments are numbered in a 9XXXX series.

Manual payroll checks were entered and approved by the Clerk Department.

Accounts numbers are set up as follows:

XX-XX-XXXXX-XXX-XXX

Fund, Department, Function, Object, Project

The following is the Fund number with the Fund title:

10 – General Fund	27 – CDA TIF #1	60 – Water
18 – Recycling	28 – CDA TIF #2	61 – Sewer
21 – TIF#1	29 – Room Tax	63 – Stormwater
22 – Weston Aquatic Center	30 – Debt Service	81 – Civic Trust
26 – TIF #2	40 – TIF #1 Capital Projects	82 – Park Trust Fund
27 – CDA TIF #1	41-45 – Capital Projects	

**Attached Docs:** Check register for accounts payable and payroll

**Committee Action:** None.

**FISCAL IMPACT:** \$3,233,193.80 across various funds and departments.

**Recommendation:** Finance Director recommends approval.

## Recommended Language for Official Action

**I move to approve the vouchers and manual payroll checks from 3/10/25 – 4/13/25.**

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
<b>63850</b>									
03/25	03/13/25	63850	23041	HOLIDAY OUTDOOR DECOR	INV18787	SCHOFIELD AVE CONSTRUCTION BANNERS	1	46-07-57361-823-000	-1,505.68 V
Total 63850:									1,505.68-
<b>63998</b>									
03/25	03/20/25	63998	4290	AECOM TECHNICAL SERVICES INC	2000988864	WELL 3 AND TREATMENT PLANT DESIGN SERVICES (1/11/25-	1	60-00-18700-000-000	-56,728.75 V
03/25	03/20/25	63998	4290	AECOM TECHNICAL SERVICES INC	2000988864	WELL 3 AND TREATMENT PLANT DESIGN SERVICES (1/11/25-	1	60-00-18700-000-000	56,728.75
03/25	03/20/25	63998	4290	AECOM TECHNICAL SERVICES INC	2000992459	SCADA PROJECT ADMIN - 7/13/24 - 2/14/25	1	60-00-18538-000-000	-1,261.66 V
03/25	03/20/25	63998	4290	AECOM TECHNICAL SERVICES INC	2000992459	SCADA PROJECT ADMIN - 7/13/24 - 2/14/25	1	60-00-18538-000-000	1,261.66
03/25	03/20/25	63998	4290	AECOM TECHNICAL SERVICES INC	2000992459	SCADA PROJECT ADMIN - 7/13/24 - 2/14/25	2	61-00-18700-826-386	-929.09 V
03/25	03/20/25	63998	4290	AECOM TECHNICAL SERVICES INC	2000992459	SCADA PROJECT ADMIN - 7/13/24 - 2/14/25	2	61-00-18700-826-386	929.09
Total 63998:									.00
<b>64029</b>									
03/25	03/13/25	64029	250	ACE HARDWARE CENTER	246566	CHAINSAW CHAINS, SNOW PUSHERS	1	10-03-53310-353-000	114.98
03/25	03/13/25	64029	250	ACE HARDWARE CENTER	246614	LAB CLEANING SUPPLIES	1	60-03-53730-349-000	34.74
03/25	03/13/25	64029	250	ACE HARDWARE CENTER	246619	VAN #204 - TECH. HOLDER	1	61-03-53606-352-000	16.78
03/25	03/13/25	64029	250	ACE HARDWARE CENTER	246623	HARLYN LS - BLOCK HEATER	1	61-03-53610-314-000	54.99
03/25	03/13/25	64029	250	ACE HARDWARE CENTER	246652	REPLACEMENT HOSE	1	10-03-53310-353-000	39.99
03/25	03/13/25	64029	250	ACE HARDWARE CENTER	246658	VAN #204 (TELEVISION) SUPPLIES - NUTS AND BOLTS	1	61-03-53606-352-000	2.96
03/25	03/13/25	64029	250	ACE HARDWARE CENTER	246750	WATER LAB TESTING SUPPLIES	1	60-03-53730-294-000	32.98
03/25	03/13/25	64029	250	ACE HARDWARE CENTER	246798	CIRCULAR SAW BLADES, WRENCHES	1	10-03-53310-314-000	119.93
03/25	03/13/25	64029	250	ACE HARDWARE CENTER	246841	SIGN SHOP DECK SCREWS, SPRAY PAINT	1	10-03-53310-363-000	70.17
03/25	03/13/25	64029	250	ACE HARDWARE CENTER	246876	FASTENERS	1	60-03-53740-349-000	26.48
03/25	03/13/25	64029	250	ACE HARDWARE CENTER	246915	TELEVISION VAN SUPPLIES	1	61-03-53606-352-000	64.15
03/25	03/13/25	64029	250	ACE HARDWARE CENTER	246915	LIFT STATION SUPPLIES	2	61-03-53601-349-000	8.59
03/25	03/13/25	64029	250	ACE HARDWARE CENTER	246947	HAMMER DRILL BITS	1	10-03-53310-353-000	24.17
03/25	03/13/25	64029	250	ACE HARDWARE CENTER	246974	WATER TESTING SUPPLIES	1	60-03-53730-294-000	2.49
03/25	03/13/25	64029	250	ACE HARDWARE CENTER	247119	PH PROBES SUPPLIES	1	61-03-53610-349-000	11.24
03/25	03/13/25	64029	250	ACE HARDWARE CENTER	247136	PARK SUPPLIES	1	10-05-55210-390-000	16.26
03/25	03/13/25	64029	250	ACE HARDWARE CENTER	247148	TELEVISION VAN SUPPLIES	1	61-03-53606-352-000	15.98
03/25	03/13/25	64029	250	ACE HARDWARE CENTER	247159	FOX ST. LIFT STATION REPAIRS	1	61-03-53601-349-000	105.33
03/25	03/13/25	64029	250	ACE HARDWARE CENTER	247170	CALK GUNS, MARKING PAINT	1	10-03-53310-353-000	56.57
03/25	03/13/25	64029	250	ACE HARDWARE CENTER	247190	FOX ST. LIFT STATION REPAIRS	1	61-03-53601-349-000	20.98
03/25	03/13/25	64029	250	ACE HARDWARE CENTER	247208	UTILITY SHOP SUPPLIES - PUMP	1	60-03-53780-314-000	19.99
03/25	03/13/25	64029	250	ACE HARDWARE CENTER	247208	TELEVISION VAN SUPPLES	2	61-03-53606-352-000	57.58
Total 64029:									917.33

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
<b>64030</b>									
03/25	03/13/25	64030	2330	ANSER	87560-031025	ANSWERING SERVICE: 03/10/25-04/06/25	1	61-03-53613-290-000	75.00
03/25	03/13/25	64030	2330	ANSER	87560-031025	ANSWERING SERVICE: 03/10/25-04/06/25	2	60-03-53780-290-000	75.00
Total 64030:									150.00
<b>64031</b>									
03/25	03/13/25	64031	5720	CINTAS CORPORATION	12709045 FEB 202	SHOP RAGS/SERVICE CHARGES/EMBLEM	1	10-03-53310-344-000	38.16
03/25	03/13/25	64031	5720	CINTAS CORPORATION	12709045 FEB 202	P- HUERTH: UNIFORM MAINT/RNTL	2	10-05-55200-162-595	13.28
03/25	03/13/25	64031	5720	CINTAS CORPORATION	12709045 FEB 202	ST - LAKE: UNIFORM MAINT/RNTL	3	10-03-53310-162-574	7.36
03/25	03/13/25	64031	5720	CINTAS CORPORATION	12709045 FEB 202	ST - TRYBA T: UNIFORM MAINT/RNTL	4	10-03-53310-162-572	20.18
03/25	03/13/25	64031	5720	CINTAS CORPORATION	12709045 FEB 202	ST - BURAZIN: UNIFORM MAINT/RNTL	5	10-03-53310-162-580	22.60
03/25	03/13/25	64031	5720	CINTAS CORPORATION	12709045 FEB 202	ST - VLIESTRA: UNIFORM MAINT/RNTL	6	10-03-53310-162-582	26.48
03/25	03/13/25	64031	5720	CINTAS CORPORATION	12709045 FEB 202	ST - YONKER: UNIFORM MAINT/RNTL	7	10-03-53310-162-584	10.23
03/25	03/13/25	64031	5720	CINTAS CORPORATION	12709045 FEB 202	P - HOEKSTRA (LYON): UNIFORM MAINT/RNTL	8	61-03-53613-162-593	24.20
03/25	03/13/25	64031	5720	CINTAS CORPORATION	12709045 FEB 202	BI - MEVERDEN: UNIFORM MAINT/RNTL	9	10-02-52400-162-000	21.28
03/25	03/13/25	64031	5720	CINTAS CORPORATION	12709045 FEB 202	ST- HOEPPNER: UNIFORM MAINT/RNTL	10	10-03-53310-162-578	7.96
03/25	03/13/25	64031	5720	CINTAS CORPORATION	12709045 FEB 202	BI- MAGUIRE: UNIFORM MAINT/RNTL	11	10-02-52400-162-000	20.12
03/25	03/13/25	64031	5720	CINTAS CORPORATION	12709045 FEB 202	BI- TATRO: UNIFORM MAINT/RNTL	12	10-02-52400-162-000	6.16
03/25	03/13/25	64031	5720	CINTAS CORPORATION	12709045 FEB 202	P - FALKOWSKI: UNIFORM MAINT/RNTL	13	10-05-55200-162-594	9.52
03/25	03/13/25	64031	5720	CINTAS CORPORATION	12709045 FEB 202	ST - JANIKOWSKI: UNIFORM MAINT/RNTL	14	10-03-53310-162-577	6.92
03/25	03/13/25	64031	5720	CINTAS CORPORATION	12709045 FEB 202	W - DIETSCH: UNIFORM MAINT/RNTL	15	60-03-53780-162-588	30.28
03/25	03/13/25	64031	5720	CINTAS CORPORATION	12709045 FEB 202	ST - VON SCHRADER: UNIFORM MAINT/RNTL	16	10-03-53310-162-581	33.08
03/25	03/13/25	64031	5720	CINTAS CORPORATION	12709045 FEB 202	W - BORTH: UNIFORM MAINT/RNTL	17	60-03-53780-162-586	6.92
03/25	03/13/25	64031	5720	CINTAS CORPORATION	12709045 FEB 202	ST- SCHMIDT: UNIFORM MAINT/RNTL	18	10-03-53310-162-570	43.75
03/25	03/13/25	64031	5720	CINTAS CORPORATION	12709045 FEB 202	ST - ULLENBRAUCK K: UNIFORM MAINT/RNTL	19	10-03-53310-162-575	34.92
03/25	03/13/25	64031	5720	CINTAS CORPORATION	12709045 FEB 202	P - STEINES: UNIFORM MAINT/RNTL	20	10-05-55200-162-596	29.76
03/25	03/13/25	64031	5720	CINTAS CORPORATION	12709045 FEB 202	SWR - TRYBA D: UNIFORM MAINT/RNTL	21	61-03-53613-162-592	50.76
03/25	03/13/25	64031	5720	CINTAS CORPORATION	12709045 FEB 202	W - KRAUSE: UNIFORM MAINT/RNTL	22	60-03-53780-162-590	24.48
Total 64031:									488.40
<b>64032</b>									
03/25	03/13/25	64032	3220	CONTROL CONCEPTS TECHNOLOGY	520486065	501 HYD FITTING	1	10-03-53310-353-000	8.59
Total 64032:									8.59
<b>64033</b>									
03/25	03/13/25	64033	16140	D.A. MACPHERSON INC	2095	RIGHT CURB GUARDS	1	10-03-53312-353-000	1,260.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
Total 64033:									1,260.00
<b>64034</b>									
03/25	03/13/25	64034	3940	DIGGERS HOTLINE INC	250 2 46301	FEBRUARY 2025	1	60-03-53780-290-000	41.65
03/25	03/13/25	64034	3940	DIGGERS HOTLINE INC	250 2 46301	FEBRUARY 2025	2	61-03-53613-290-000	41.65
Total 64034:									83.30
<b>64035</b>									
03/25	03/13/25	64035	4910	FASTENAL COMPANY	WISCH377944	HARDWARE RESTOCK	1	10-03-53310-353-000	51.20
03/25	03/13/25	64035	4910	FASTENAL COMPANY	WISCH378017	NEW HIRE SAFETY APPERAL	1	10-03-53310-161-000	263.00
03/25	03/13/25	64035	4910	FASTENAL COMPANY	WISCH378017	GRADR 5 AND STAINLESS HARDWARE RESTOCK	2	10-03-53310-353-000	19.33
Total 64035:									333.53
<b>64036</b>									
03/25	03/13/25	64036	21511	FIRST SUPPLY LLC - WAUSAU	176718-00	AQUATIC CENTER PLUMBING PARTS	1	22-05-55420-247-000	669.31
Total 64036:									669.31
<b>64037</b>									
03/25	03/13/25	64037	5930	GRAINGER	9424854165	UNIT 90 REAR VIEW CAMERA	1	10-03-53310-353-000	299.98
Total 64037:									299.98
<b>64038</b>									
03/25	03/13/25	64038	23041	HOLIDAY OUTDOOR DECOR	INV18787	SCHOFIELD AVE CONSTRUCTION BANNERS	1	46-07-57361-823-000	1,505.68
Total 64038:									1,505.68
<b>64039</b>									
03/25	03/13/25	64039	7110	HUMANE SOCIETY OF MARATHON CT	2025 DONATIONS	DONATIONS THROUGH FEB 2025	1	10-00-24330-000-000	300.00
Total 64039:									300.00
<b>64040</b>									
03/25	03/13/25	64040	21600	HYDRAULIC REPAIR SPECIALISTS LL	61611	REBUILD TWO UNIVERSAL PLOW CYLYNDERS	1	10-03-53312-353-000	1,200.00
Total 64040:									1,200.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
<b>64041</b>									
03/25	03/13/25	64041	7140	HYDROCORP	CI-04791	CROSS CONNECTION CONTROL INSPECTION: FEBRUARY 2	1	60-03-53762-256-000	1,471.09
Total 64041:									1,471.09
<b>64042</b>									
03/25	03/13/25	64042	19504	IROW	319443	SHREDDING CONFIDENTIAL PAPERS OFFICE	1	10-01-51450-290-000	54.00
Total 64042:									54.00
<b>64043</b>									
03/25	03/13/25	64043	21740	ISTATE TRUCK CENTER	C271168339:01	TRUCK 90 HYDRAULIC POWER STEERING ASSIST CYLINDE	1	10-03-53310-353-000	1,346.84
Total 64043:									1,346.84
<b>64044</b>									
03/25	03/13/25	64044	23049	KENDELL DOORS & HARDWARE LLC	IN111763	RYAN ST BUILDING LOCK UPDATES	1	18-03-53636-290-000	630.00
03/25	03/13/25	64044	23049	KENDELL DOORS & HARDWARE LLC	IN111763	RYAN ST BUILDING LOCK UPDATES	2	10-03-53316-290-000	630.00
Total 64044:									1,260.00
<b>64045</b>									
03/25	03/13/25	64045	22177	INTERSTATE BILLING SERVICES	X109037799:01	UNIT 81 BATTERIES	1	63-03-53318-353-000	251.97
Total 64045:									251.97
<b>64046</b>									
03/25	03/13/25	64046	2200	MacQueen	P37174	UNIT 37 DROP BOX CHAIN	1	10-03-53312-353-000	2,546.23
Total 64046:									2,546.23
<b>64047</b>									
03/25	03/13/25	64047	9920	MARATHON COUNTY CLERK'S OFFIC	DOG LIC 12/1-2/28/	DOG TAGS THROUGH 2/28/25	1	10-04-54150-290-000	1,969.00
Total 64047:									1,969.00
<b>64048</b>									
03/25	03/13/25	64048	9810	MARATHON COUNTY HEALTH DEPT	INV07449	12 BAC-T SAMPLES	1	60-03-53730-294-000	180.00
Total 64048:									180.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
<b>64049</b>									
03/25	03/13/25	64049	21947	POWERPLAN	2480657	UNIT 38 RIDE CONTROL REPAIR	1	10-03-53310-242-000	1,264.47
03/25	03/13/25	64049	21947	POWERPLAN	2481433	UNIT 38 RAD HOSE, WASHER PUMP RADIATOR CAP	1	10-03-53310-242-000	230.59
03/25	03/13/25	64049	21947	POWERPLAN	2481435	UNIT 24 ARTICULATION JOYSTICK	1	10-03-53310-242-000	2,497.26
Total 64049:									3,992.32
<b>64050</b>									
03/25	03/13/25	64050	22401	MCMASTER-CARR	41752411	UNIT 113 PUSH/PULL CABLE	1	10-03-53312-353-000	198.85
Total 64050:									198.85
<b>64051</b>									
03/25	03/13/25	64051	11070	MPEC-NAPA AUTO PARTS	942499	REAR DIFF INPUT SHAFT SEAL	1	10-03-53310-353-000	38.15
Total 64051:									38.15
<b>64052</b>									
03/25	03/13/25	64052	19860	NORTHERN LAKE SERVICE INC	2503366	WATER TESTING: QUARTERLY DRINKING WATER	1	60-03-53730-294-000	1,304.67
Total 64052:									1,304.67
<b>64053</b>									
03/25	03/13/25	64053	19643	O'REILLY AUTO PARTS	3845-266930	CREDIT-RETURNED AIR FILTER	1	10-03-53310-353-000	-53.23
03/25	03/13/25	64053	19643	O'REILLY AUTO PARTS	3845-274257	UNIT 90 FILTER RESTOCK	1	10-03-53310-353-000	183.93
03/25	03/13/25	64053	19643	O'REILLY AUTO PARTS	3845-274993	LARGE TRUCK U-JOINT PRESS	1	10-03-53310-353-000	578.72
03/25	03/13/25	64053	19643	O'REILLY AUTO PARTS	3845-275343	WACKER PUMP SPARK PLUGS, CREEPER	1	10-03-53310-353-000	82.79
Total 64053:									792.21
<b>64054</b>									
03/25	03/13/25	64054	22739	PLAN IT SOFTWARE LLC	PLAN-0701	PLAT-IT CAPITAL PLANNING SOFTWARE - 2025 (GEN FUND)	1	10-01-51450-286-000	1,000.00
03/25	03/13/25	64054	22739	PLAN IT SOFTWARE LLC	PLAN-0701	PLAT-IT CAPITAL PLANNING SOFTWARE - 2025 (WATER)	2	60-03-53780-290-000	1,000.00
03/25	03/13/25	64054	22739	PLAN IT SOFTWARE LLC	PLAN-0701	PLAT-IT CAPITAL PLANNING SOFTWARE - 2025 (SANITARY)	3	61-03-53613-286-000	1,000.00
03/25	03/13/25	64054	22739	PLAN IT SOFTWARE LLC	PLAN-0701	PLAT-IT CAPITAL PLANNING SOFTWARE - 2025 (STORM)	4	63-03-53652-286-000	1,000.00
Total 64054:									4,000.00
<b>64055</b>									
03/25	03/13/25	64055	13530	RIB MTN METROPOLITAN SEWERAGE	FEB2025	RIB MOUNTAIN DEBT SERVICE 02-25	1	61-08-53614-614-000	56,691.63
03/25	03/13/25	64055	13530	RIB MTN METROPOLITAN SEWERAGE	FEB2025	RIB MOUNTAIN O & M 02-25	2	61-03-53610-227-000	82,169.23

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
Total 64055:									138,860.86
<b>64056</b>									
03/25	03/13/25	64056	10520	SECURIAN FINANCIAL GROUP INC	APR2025	VOW PREMIUM: APR 2025	1	10-00-21531-000-000	1,397.01
Total 64056:									1,397.01
<b>64057</b>									
03/25	03/13/25	64057	15780	SUN PRINTING INC	153256	MARCH 2025 THE WIRE NEWSLETTER	1	10-06-56945-312-000	3,513.00
03/25	03/13/25	64057	15780	SUN PRINTING INC	153256	MARCH 2025 THE WIRE NEWSLETTER - POSTAGE	2	10-06-56945-311-000	2,155.25
Total 64057:									5,668.25
<b>64058</b>									
03/25	03/13/25	64058	20240	TRUCK EQUIPMENT INC	1134810-00	UNIT 10 FRONT PLOW SWING CYLINDER	1	10-03-53312-353-000	735.49
Total 64058:									735.49
<b>64059</b>									
03/25	03/13/25	64059	17530	WAUSAU CHEMICAL CORPORATION	INV-353374	HYPO CHLOR - KERRY WELL	1	60-03-53730-366-000	440.22
03/25	03/13/25	64059	17530	WAUSAU CHEMICAL CORPORATION	INV-353375	HYP CHLOR - TREATMENT PLANT	1	60-03-53730-366-000	515.22
03/25	03/13/25	64059	17530	WAUSAU CHEMICAL CORPORATION	INV-353376	CAUSTIC SODA, HYP CHLOR - RIPPLING CREEK	1	60-03-53730-366-000	1,143.69
03/25	03/13/25	64059	17530	WAUSAU CHEMICAL CORPORATION	INV-353402	HFS, HYPO CHLOR - WELL 7/8	1	60-03-53730-366-000	739.75
Total 64059:									2,838.88
<b>64060</b>									
03/25	03/13/25	64060	18620	WI RURAL WATER ASSOC	W2438	WRWA MEMBERSHIP DUES 2025	1	60-03-53780-324-000	50.00
Total 64060:									50.00
<b>64061</b>									
03/25	03/13/25	64061	19939	WI DNR	4240-13445	2024 - ANNUAL LANDFILL GAS EXTRACTION REPORT REVIE	1	18-03-53631-215-000	500.00
03/25	03/13/25	64061	19939	WI DNR	4240-13473	2024 3 YEAR GROUNDWATER MONITORING REPORT REVIE	1	18-03-53631-215-000	500.00
Total 64061:									1,000.00
<b>64062</b>									
03/25	03/13/25	64062	23050	WISCONSIN ELECTIONS COMMISSIO	WEC CLERKS CON	WEC CLERKS CONFERENCE GIGL AND BREHM	1	10-01-51440-157-000	190.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
Total 64062:									190.00
<b>64063</b>									
03/25	03/13/25	64063	19350	ZIENTARA FLEET EQUIPMENT INC	01209384P	AIR DRYER CARTRIDGE AND CORE	1	10-03-53310-353-000	126.00
Total 64063:									126.00
<b>64064</b>									
03/25	03/20/25	64064	4290	AECOM TECHNICAL SERVICES INC	2000988864	WELL 3 AND TREATMENT PLANT DESIGN SERVICES (1/11/25-	1	60-00-18700-000-000	56,728.75
03/25	03/20/25	64064	4290	AECOM TECHNICAL SERVICES INC	2000988864	WELL 3 AND TREATMENT PLANT DESIGN SERVICES (1/11/25-	1	60-00-18700-000-000	-56,728.75 V
03/25	03/20/25	64064	4290	AECOM TECHNICAL SERVICES INC	2000992459	SCADA PROJECT ADMIN - 7/13/24 - 2/14/25	1	60-00-18538-000-000	1,261.66
03/25	03/20/25	64064	4290	AECOM TECHNICAL SERVICES INC	2000992459	SCADA PROJECT ADMIN - 7/13/24 - 2/14/25	1	60-00-18538-000-000	-1,261.66 V
03/25	03/20/25	64064	4290	AECOM TECHNICAL SERVICES INC	2000992459	SCADA PROJECT ADMIN - 7/13/24 - 2/14/25	2	61-00-18700-826-386	929.09
03/25	03/20/25	64064	4290	AECOM TECHNICAL SERVICES INC	2000992459	SCADA PROJECT ADMIN - 7/13/24 - 2/14/25	2	61-00-18700-826-386	-929.09 V
03/25	03/20/25	64064	4290	AECOM TECHNICAL SERVICES INC	2000997914	WESTON AVE (X TO J) CONSTRUCTION SERVICES (FEB 25)	1	40-07-57355-215-000	9,435.73
03/25	03/20/25	64064	4290	AECOM TECHNICAL SERVICES INC	2000997914	WESTON AVE (X TO J) CONSTRUCTION SERVICES (FEB 25)	1	40-07-57355-215-000	-9,435.73 V
Total 64064:									.00
<b>64065</b>									
03/25	03/20/25	64065	370	AIRGAS USA LLC	9158951389	75/25 TANK REFILL	1	10-03-53310-353-000	74.97
Total 64065:									74.97
<b>64066</b>									
03/25	03/20/25	64066	21805	AMERICAN CONSERVATION & BILLIN	17818	AQUAHAWK MONTHLY APR 2025	1	61-03-53613-290-000	440.00
03/25	03/20/25	64066	21805	AMERICAN CONSERVATION & BILLIN	17818	AQUAHAWK MONTHLY APR 2025	2	60-03-53780-290-000	440.00
Total 64066:									880.00
<b>64067</b>									
03/25	03/20/25	64067	21660	CLARK DIETZ INC	443946	E JELINEK ENGINEERING SERVICES (JAN 25)	1	42-07-57327-215-371	2,531.66
03/25	03/20/25	64067	21660	CLARK DIETZ INC	443947	SCHOFIELD AVE - NORMANDY TO BIRCH DESIGN (JAN 2025)	1	46-07-57361-215-000	52,701.00
03/25	03/20/25	64067	21660	CLARK DIETZ INC	444157	SCHOFIELD AVE - NORMANDY TO BIRCH DESIGN (FEB 25)	1	46-07-57361-215-000	49,513.69
Total 64067:									104,746.35
<b>64068</b>									
03/25	03/20/25	64068	19843	DIVERSIFIED BENEFIT SERVICES INC	437059	PY FLEX BALANCES	1	10-01-51430-163-000	14.25
03/25	03/20/25	64068	19843	DIVERSIFIED BENEFIT SERVICES INC	437059	SAFER FLEX ADMIN FEES - MAR 2025	2	10-00-14520-000-000	50.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
03/25	03/20/25	64068	19843	DIVERSIFIED BENEFIT SERVICES INC	437059	VOW FLEX ADMIN FEES MAR 2025	3	10-01-51430-163-000	50.00
Total 64068:									114.25
<b>64069</b>									
03/25	03/20/25	64069	4910	FASTENAL COMPANY	WISCH378286	STAINLESS FENDER WASHERS, AA BATTERIES	1	10-03-53310-353-000	161.52
Total 64069:									161.52
<b>64070</b>									
03/25	03/20/25	64070	21511	FIRST SUPPLY LLC - WAUSAU	177704-00	WELL 7/8 - PUMPING SUPPLIES	1	60-03-53730-349-000	19.87
03/25	03/20/25	64070	21511	FIRST SUPPLY LLC - WAUSAU	177704-00	UTILITY SUPPLIES - WRENCH/HEADLAMP	2	61-03-53606-352-000	119.95
03/25	03/20/25	64070	21511	FIRST SUPPLY LLC - WAUSAU	177704-00	UTILITY SUPPLIES - WRENCH/HEADLAMP	3	60-03-53766-352-000	119.96
03/25	03/20/25	64070	21511	FIRST SUPPLY LLC - WAUSAU	177704-01	WELL 7/8 - PUMPING SUPPLIES	1	60-03-53730-349-000	13.27
Total 64070:									273.05
<b>64071</b>									
03/25	03/20/25	64071	5370	FRANCE PROPANE SERVICE INC	133725	33 POUND CYLINDER REFILL	1	10-03-53310-351-000	30.03
Total 64071:									30.03
<b>64072</b>									
03/25	03/20/25	64072	5930	GRAINGER	9437766083	UNIT 42 BALL VALVE, BATERIES	1	10-03-53310-353-000	110.59
Total 64072:									110.59
<b>64073</b>									
03/25	03/20/25	64073	6950	HORST DISTRIBUTING INC	112194-000	#143 MOWER PARTS	1	10-05-55212-390-000	591.99
Total 64073:									591.99
<b>64074</b>									
03/25	03/20/25	64074	21230	ILLINOIS MUTUAL	250221-250307	2/21/24 AND 3/7/25 PAYROLLS	1	10-00-21537-000-000	193.62
Total 64074:									193.62
<b>64075</b>									
03/25	03/20/25	64075	9200	LONDERVILLE STEEL ENTERPRISES	7053087	CAMERA VAN STEEL	1	61-03-53606-352-000	43.21
03/25	03/20/25	64075	9200	LONDERVILLE STEEL ENTERPRISES	7053087	STEEL RESTOCK	2	10-03-53310-353-000	195.51

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
Total 64075:									238.72
<b>64076</b>									
03/25	03/20/25	64076	21860	MARCO TECHNOLOGIES	INV13633159	CONTRACT COP5943-03: KYOCERA- B/W	1	10-01-51450-280-000	25.32
03/25	03/20/25	64076	21860	MARCO TECHNOLOGIES	INV13633159	CONTRACT COP5943-03: KYOCERA- COLOR	2	10-01-51450-280-000	150.07
Total 64076:									175.39
<b>64077</b>									
03/25	03/20/25	64077	20887	MARTELLE WATER TREATMENT INC	28817	AQUADENE - 440 GALLONS	1	60-03-53730-366-000	7,090.00
Total 64077:									7,090.00
<b>64078</b>									
03/25	03/20/25	64078	22401	MCMaster-CARR	42075972	UNIT 113 SHIFT CABLE CHEVIS	1	10-03-53312-353-000	28.94
Total 64078:									28.94
<b>64079</b>									
03/25	03/20/25	64079	10650	MONTAGE ENTERPRISES INC	116498	UNIT61 MOWER CONSUMABLES	1	10-05-53656-353-000	1,794.24
Total 64079:									1,794.24
<b>64080</b>									
03/25	03/20/25	64080	22527	MSC INDUSTRIAL SUPPLY	80502299	ELECTRICAL EYES	1	10-03-53310-353-000	6.50
03/25	03/20/25	64080	22527	MSC INDUSTRIAL SUPPLY	82982809	PAINT ROLLERS	1	10-03-53310-354-000	29.58
Total 64080:									36.08
<b>64081</b>									
03/25	03/20/25	64081	11070	MPEC-NAPA AUTO PARTS	943282	UNIT 301 OIL FILTER	1	10-03-53310-353-000	35.68
03/25	03/20/25	64081	11070	MPEC-NAPA AUTO PARTS	943525	UTILITIES JUMBO PAPER TOWEL HOLDER	1	61-03-53606-352-000	45.70
03/25	03/20/25	64081	11070	MPEC-NAPA AUTO PARTS	943558	UNIT 113 VACUUM TUBING	1	10-03-53312-353-000	75.20
03/25	03/20/25	64081	11070	MPEC-NAPA AUTO PARTS	943561	CREDIT FOR SALES TAX	1	61-03-53606-352-000	-2.38
03/25	03/20/25	64081	11070	MPEC-NAPA AUTO PARTS	943652	AIR DRYER CARTRIDGE	1	10-03-53310-353-000	25.60
03/25	03/20/25	64081	11070	MPEC-NAPA AUTO PARTS	943654	UNIT 301 LUBE FILTER	1	10-03-53310-353-000	38.77
03/25	03/20/25	64081	11070	MPEC-NAPA AUTO PARTS	943760	BRAKE CLEAN RESTOCK	1	10-03-53310-351-000	76.56
03/25	03/20/25	64081	11070	MPEC-NAPA AUTO PARTS	943814	UNIT 16 AXLE OIL SEALS	1	10-03-53310-353-000	15.42

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
Total 64081:									310.55
<b>64082</b>									
03/25	03/20/25	64082	19643	O'REILLY AUTO PARTS	3845-273670	CREDIT-RETURNED INCORRECT RADIATOR CAP	1	10-03-53310-353-000	-6.67
03/25	03/20/25	64082	19643	O'REILLY AUTO PARTS	3845-275354	UNIT 42 AIR FILTERS	1	10-03-53310-353-000	41.30
03/25	03/20/25	64082	19643	O'REILLY AUTO PARTS	3845-275555	CREDIT-CORE RETURN, INCORRECT FILTER RETURN	1	10-03-53310-353-000	-62.58
03/25	03/20/25	64082	19643	O'REILLY AUTO PARTS	3845-276091	UNIT 81 AIR FILTER	1	63-03-53318-353-000	89.36
03/25	03/20/25	64082	19643	O'REILLY AUTO PARTS	3845-276611	VAN #5 - OIL FILTER	1	61-03-53606-241-000	4.41
03/25	03/20/25	64082	19643	O'REILLY AUTO PARTS	3845-276847	UNIT 81 FILTER RESTOCK	1	63-03-53318-353-000	110.89
03/25	03/20/25	64082	19643	O'REILLY AUTO PARTS	3845-276871	UNIT 301 FILTER RESTOCK	1	10-03-53310-353-000	243.97
03/25	03/20/25	64082	19643	O'REILLY AUTO PARTS	3845-276891	UNIT 301 CABIN AIR FILTER	1	10-03-53310-353-000	26.26
03/25	03/20/25	64082	19643	O'REILLY AUTO PARTS	3845-276952	UNIT 42 OIL FILTERS	1	10-03-53310-353-000	13.20
03/25	03/20/25	64082	19643	O'REILLY AUTO PARTS	3845-277132	TRUCK 8 HEADLIGHT BULBS	1	10-03-53310-353-000	54.38
03/25	03/20/25	64082	19643	O'REILLY AUTO PARTS	3845-277136	UNIT 122 FRONT BRAKE PADS, CALIPER LUBE	1	10-05-55210-241-000	73.49
03/25	03/20/25	64082	19643	O'REILLY AUTO PARTS	3845-277162	UNIT 122 REAR BRAKE PADS	1	10-05-55210-241-000	39.00
03/25	03/20/25	64082	19643	O'REILLY AUTO PARTS	3845-277182	UNIT 42 FILTER RESTOCK	1	10-03-53310-353-000	69.40
Total 64082:									696.41
<b>64083</b>									
03/25	03/20/25	64083	13420	RENT-A-FLASH OF WI INC	94639	FIRE NUMBER SIGNS	1	10-03-53310-363-000	186.50
03/25	03/20/25	64083	13420	RENT-A-FLASH OF WI INC	94681	WEIGHT LIMIT SIGNS	1	10-03-53310-363-000	572.54
Total 64083:									759.04
<b>64084</b>									
03/25	03/20/25	64084	14370	SCHMIDT, GREGORY	QTR 1 2025	ASSESSOR SERVICES - 1ST QTR 2025	1	10-01-51530-218-000	10,525.00
Total 64084:									10,525.00
<b>64085</b>									
03/25	03/20/25	64085	20892	SCOTTS HEAVY TRUCK	15160	VAN #5 - BATTERY TERMINAL	1	61-03-53606-352-000	58.24
Total 64085:									58.24
<b>64086</b>									
03/25	03/20/25	64086	20611	SPECTRUM INSURANCE GROUP	2ND QTR 2025 144	Q2 2025 AUTO INS - GENERAL/TRVERSE	1	10-01-51540-512-000	69.30
03/25	03/20/25	64086	20611	SPECTRUM INSURANCE GROUP	2ND QTR 2025 144	Q2 2025 AUTO INS - BLDG INSP	2	10-01-51540-512-000	180.16
03/25	03/20/25	64086	20611	SPECTRUM INSURANCE GROUP	2ND QTR 2025 144	Q2 2025 AUTO INS - SEWER UTILITY	3	61-03-53613-512-000	734.52
03/25	03/20/25	64086	20611	SPECTRUM INSURANCE GROUP	2ND QTR 2025 144	Q2 2025 AUTO INS - WATER UTILITY	4	60-03-53780-512-000	291.03

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
03/25	03/20/25	64086	20611	SPECTRUM INSURANCE GROUP	2ND QTR 2025 144	Q2 2025 AUTO INS - PARKS	5	10-01-51540-512-000	235.61
03/25	03/20/25	64086	20611	SPECTRUM INSURANCE GROUP	2ND QTR 2025 144	Q2 2025 AUTO INS - STREETS W/LIABILITY	6	10-01-51540-512-000	4,324.01
03/25	03/20/25	64086	20611	SPECTRUM INSURANCE GROUP	2ND QTR 2025 144	Q2 2025 PUB ENTITY LIAB INS-WATER UTILITY	7	60-03-53780-513-000	83.15
03/25	03/20/25	64086	20611	SPECTRUM INSURANCE GROUP	2ND QTR 2025 144	Q2 2025 PUB ENTITY LIAB INS - VILLAGE	8	10-01-51540-513-000	304.90
03/25	03/20/25	64086	20611	SPECTRUM INSURANCE GROUP	2ND QTR 2025 144	Q2 2025 PUB ENTITY LIAB INS - VILLAGE	9	10-01-51540-513-000	6,860.21
03/25	03/20/25	64086	20611	SPECTRUM INSURANCE GROUP	2ND QTR 2025 144	Q2 CYBER ENTIT LIAB INS - STREETS	10	10-01-51540-513-000	194.03
03/25	03/20/25	64086	20611	SPECTRUM INSURANCE GROUP	2ND QTR 2025 144	Q2 CYBER ENTITY LIAB INS - VILLAGE	11	10-01-51540-513-000	388.05
03/25	03/20/25	64086	20611	SPECTRUM INSURANCE GROUP	2ND QTR 2025 144	Q2 2025 CYBER UTILITY INS - WATER	12	60-03-53780-513-000	194.03
03/25	03/20/25	64086	20611	SPECTRUM INSURANCE GROUP	QTR 2 2025 14411	WORKERS COMP INS: Q2 2025	1	10-00-21540-000-000	15,397.00
Total 64086:									29,256.00
<b>64087</b>									
03/25	03/20/25	64087	16460	TRUCK COUNTRY OF WISC	X205372334:01	UNIT 301 COOLANT SURGE TANK	1	10-03-53310-353-000	299.82
Total 64087:									299.82
<b>64088</b>									
03/25	03/20/25	64088	16710	USA BLUE BOOK	INV00634451	UTILITY MARKING PAINT - BLUE/PINK/GREEN/WHITE/ORANG	1	60-03-53740-349-000	544.44
03/25	03/20/25	64088	16710	USA BLUE BOOK	INV00634451	UTILITY MARKING PAINT - BLUE/PINK/GREEN/WHITE/ORANG	2	61-03-53610-349-000	209.97
03/25	03/20/25	64088	16710	USA BLUE BOOK	INV00634451	UTILITY MARKING PAINT - PINK	3	63-03-53655-390-000	177.90
Total 64088:									932.31
<b>64089</b>									
03/25	03/20/25	64089	17760	VORPAHL INC	215398505	HIGH VIS. SAFETY VESTS	1	10-03-53310-161-000	1,024.72
Total 64089:									1,024.72
<b>64090</b>									
03/25	03/20/25	64090	20073	WALLIS, SHERRI	28607	SEC. DEP. REFUND	1	10-00-23160-000-000	25.00
Total 64090:									25.00
<b>64091</b>									
03/25	03/20/25	64091	21924	YELLOW THUNDER, DEB	28605	REFUND DEPOSIT	1	10-00-23160-000-000	25.00
Total 64091:									25.00
<b>64092</b>									
03/25	03/27/25	64092	22851	6207 RLSS LLC	TIF 2 REIMB: 2302	75% OF DEVELOPERS AGREEMENT PER BOARD APPROVAL	1	46-06-56746-791-000	337,500.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
Total 64092:									337,500.00
<b>64093</b>									
03/25	03/27/25	64093	4290	AECOM TECHNICAL SERVICES INC	2000997914	WESTON AVE (X TO J) CONSTRUCTION SERVICES (FEB 25)	1	40-07-57355-215-000	9,435.73
Total 64093:									9,435.73
<b>64094</b>									
03/25	03/27/25	64094	310	AFLAC	453929	PAYROLLS: MAR 2025	1	10-00-21561-000-000	1,323.18
Total 64094:									1,323.18
<b>64095</b>									
03/25	03/27/25	64095	22024	BAYSIDE PRINTING LLC	145945	PRINTING FOR FEB UTILITY BILLS	1	60-03-53771-312-000	106.59
03/25	03/27/25	64095	22024	BAYSIDE PRINTING LLC	145945	PRINTING FOR FEB UTILITY BILLS	2	61-03-53612-312-000	106.59
03/25	03/27/25	64095	22024	BAYSIDE PRINTING LLC	145945	PRINTING FOR FEB UTILITY BILLS	3	63-03-53652-312-000	106.60
Total 64095:									319.78
<b>64096</b>									
03/25	03/27/25	64096	19593	BUCHBERGER, GARY B	PMT 1 PAR 17 WES	WESTON AVE ROW PAYMENT - PARCEL 17	1	40-07-57355-821-000	8,400.00
03/25	03/27/25	64096	19593	BUCHBERGER, GARY B	PMT 1 PAR 18 WES	WESTON AVE ROW PURCHASE - PARCEL 18	1	40-07-57355-821-000	3,500.00
03/25	03/27/25	64096	19593	BUCHBERGER, GARY B	PMT 1 PAR 35 WES	WESTON AVE ROW PAYMENT PARCEL 35	1	40-07-57355-821-000	6,100.00
03/25	03/27/25	64096	19593	BUCHBERGER, GARY B	PMT 1 PAR 37 WES	WESTON AVE ROW PAYMENT - PARCEL 37	1	40-07-57355-821-000	6,000.00
03/25	03/27/25	64096	19593	BUCHBERGER, GARY B	PMT 1 PAR 8 WES	WESTON AVE ROW PAYMENT PARCEL 8	1	40-07-57355-821-000	7,000.00
Total 64096:									31,000.00
<b>64097</b>									
03/25	03/27/25	64097	20932	DENYON HOMES	DRIVEWAY REF-84	OCC SUR REFUND:8412 HINNER SPRINGS DR	1	10-00-44305-000-000	75.00
03/25	03/27/25	64097	20932	DENYON HOMES	OCC REF-8412 HIN	OCC SUR REFUND:8412 HINNER SPRINGS DR	1	10-00-21120-000-000	1,000.00
03/25	03/27/25	64097	20932	DENYON HOMES	OCC REF-8414 MA	OCC SUR REFUND: 8414 MAPLEFIELD WAY	1	10-00-21120-000-000	1,000.00
03/25	03/27/25	64097	20932	DENYON HOMES	OCC REF-8710 HIN	OCC SUR REFUND: 8710 HINNER SPRINGS DR	1	10-00-21120-000-000	1,000.00
03/25	03/27/25	64097	20932	DENYON HOMES	OCC REF-8805 HIN	OCC SUR REFUND: 8805 HINNER SPRINGS DR	1	10-00-21120-000-000	1,000.00
03/25	03/27/25	64097	20932	DENYON HOMES	PARK REF-8412 HI	PARKLAND DEDICATION REFUND:8412 HINNER SPRINGS DR	1	82-00-46724-000-006	300.00
03/25	03/27/25	64097	20932	DENYON HOMES	PARK REF-8414 M	PARK DECICATION REFUND: 8414 MAPLEFIELD WAY	1	82-00-46724-000-006	300.00
Total 64097:									4,675.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
<b>64098</b>									
03/25	03/27/25	64098	21511	FIRST SUPPLY LLC - WAUSAU	177106-00	PARTS FOR WATER HEATER AT AQUATIC CENTER	1	22-05-55420-247-000	161.74
03/25	03/27/25	64098	21511	FIRST SUPPLY LLC - WAUSAU	177107-00	IRRIGATION PARTS FOR KENNEDY	1	10-05-55210-245-000	171.78
Total 64098:									333.52
<b>64099</b>									
03/25	03/27/25	64099	12810	LEGALSHIELD	MAR2025	DUES: MAR 2025	1	10-00-21566-000-000	68.75
Total 64099:									68.75
<b>64100</b>									
03/25	03/27/25	64100	23051	MCDONALD, BOBBIE JO	UTILITY REF-2980-	REFUND UTILITY OVERPAYMENT	1	01-00-11115-000-000	147.24
Total 64100:									147.24
<b>64101</b>									
03/25	03/27/25	64101	22018	QUADIENT LEASING USA INC.	Q1780211	POSTAGE METER LEASE 1/25-4/25	1	10-01-51450-281-000	729.54
Total 64101:									729.54
<b>64102</b>									
03/25	03/27/25	64102	13380	REI CIVIL & ENVIRONMENTAL INC	49513	CONSTRUCTION DOCUMENTS FOR KENNEDY PARK	1	41-07-57621-215-000	18,932.50
Total 64102:									18,932.50
<b>64103</b>									
03/25	03/27/25	64103	23052	ROBINSON, KENNETH	UTILITY REF-1138-	REFUND UTILITY OVERPAYMENT	1	01-00-11115-000-000	21.92
Total 64103:									21.92
<b>64104</b>									
03/25	03/27/25	64104	22109	TDS	250322 VILLAGE	WATER TELEPHONE	1	60-03-53780-225-000	306.36
03/25	03/27/25	64104	22109	TDS	250322 VILLAGE	SEWER TELEPHONE	2	61-03-53613-225-000	306.37
03/25	03/27/25	64104	22109	TDS	250322 VILLAGE	VILLAGE TELEPHONE	3	10-01-51450-225-000	651.19
Total 64104:									1,263.92
<b>64105</b>									
03/25	03/27/25	64105	23014	VANG, JULIA	PMT 1 PAR 10 WES	WESTON AVE ROW PAYMENT - PARCEL 10	1	40-07-57355-821-000	200.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
Total 64105:									200.00
<b>64106</b>									
04/25	04/04/25	64106	4290	AECOM TECHNICAL SERVICES INC	2001001833	WELL 3 AND TREATMENT PLANT DESIGN SERVICES (2/15/25-	1	60-00-18700-000-000	45,497.76
Total 64106:									45,497.76
<b>64107</b>									
04/25	04/04/25	64107	22403	ALDEN POOL AND MUNICIPAL SUPPL	24-0368D	HUMIDIFIER PARTS FOR WELLS	1	60-03-53710-247-611	2,087.50
Total 64107:									2,087.50
<b>64108</b>									
04/25	04/04/25	64108	23062	ALSTON, PAUL	UTILITY REF - 2818	UTILITY OVERPAYMENT 6204 JALEN CIR	1	60-00-46451-920-000	135.60
Total 64108:									135.60
<b>64109</b>									
04/25	04/04/25	64109	21135	AMERICAN MESSAGING	U1350110ZD	AMERICAN MESSENGER APR 2025	1	60-03-53780-290-000	25.33
04/25	04/04/25	64109	21135	AMERICAN MESSAGING	U1350110ZD	AMERICAN MESSENGER APR 2025	2	61-03-53613-290-000	25.32
Total 64109:									50.65
<b>64110</b>									
04/25	04/04/25	64110	19882	CELLCOM	389442	DIETSCH: WATER HOTSPOT - 370-3467 2/21-3/20/2025	1	60-03-53740-225-000	165.77
04/25	04/04/25	64110	19882	CELLCOM	389442	SEWER: IPAD FOR GIS - 370-6193 2/21-3/20/2025	2	61-03-53610-226-000	7.88
04/25	04/04/25	64110	19882	CELLCOM	389442	WATER: IPAD FOR GIS - 370-6193 2/21-3/20/2025	3	60-03-53740-226-000	7.89
04/25	04/04/25	64110	19882	CELLCOM	389442	WATER UTILITY IPAD 1 - 846-0189 2/21-3/20/2025	4	60-03-53740-226-000	15.77
04/25	04/04/25	64110	19882	CELLCOM	389442	WATER UTILITY - 846-0190 2/21-3/20/2025	5	60-03-53740-226-000	15.77
04/25	04/04/25	64110	19882	CELLCOM	389442	SEWER UTILITY 2 - 846-0191 2/21-3/20/2025	6	61-03-53610-226-000	15.77
04/25	04/04/25	64110	19882	CELLCOM	389442	SEWER UTILITY IPAD 2 - 846-0194 2/21-3/20/2025	7	61-03-53610-226-000	15.77
04/25	04/04/25	64110	19882	CELLCOM	389442	STREETS IPAD 2 - 846-0216 2/21-3/20/2025	8	10-03-53310-226-000	15.77
04/25	04/04/25	64110	19882	CELLCOM	389442	IT IPAD - 846-2136 2/21-3/20/2025	9	10-01-51460-226-000	15.77
04/25	04/04/25	64110	19882	CELLCOM	389442	ROMAN: MIFI - 846-2443 2/21-3/20/2025	10	10-02-52400-225-000	15.77
04/25	04/04/25	64110	19882	CELLCOM	389442	STREETS IPAD - 846-2453 2/21-3/20/2025	11	10-03-53310-226-000	15.77
04/25	04/04/25	64110	19882	CELLCOM	389442	STREETS IPAD - 846-2577 2/21-3/20/2025	12	10-03-53310-226-000	15.77
04/25	04/04/25	64110	19882	CELLCOM	389442	STREETS IPAD - 846-2578: 2/21-3/20/2025	13	10-03-53310-226-000	15.77
04/25	04/04/25	64110	19882	CELLCOM	389442	STREETS IPAD - 846-2579: 2/21-3/20/2025	14	10-03-53310-226-000	15.77
04/25	04/04/25	64110	19882	CELLCOM	389442	STREETS IPAD - 846-2580 2/21-3/20/2025	15	10-03-53310-226-000	15.77
04/25	04/04/25	64110	19882	CELLCOM	389442	STREETS IPAD - 846-2581 2/21-3/20/2025	16	10-03-53310-226-000	15.77

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
04/25	04/04/25	64110	19882	CELLCOM	389442	ADMINISTRATOR - 846-3454 2/21-3/20/2025	17	10-01-51410-225-000	42.79
04/25	04/04/25	64110	19882	CELLCOM	389442	BUILDING INSPECTOR #1 - 846-3459 2/21-3/20/2025	18	10-02-52400-225-000	58.63
04/25	04/04/25	64110	19882	CELLCOM	389442	BUILDING INSPECTOR #2 - 846-3468 2/21-3/20/2025	19	10-02-52400-225-000	58.63
04/25	04/04/25	64110	19882	CELLCOM	389442	UTIL #1 - 846-4050 2/21-3/20/2025	20	60-03-53740-226-000	16.88
04/25	04/04/25	64110	19882	CELLCOM	389442	UTIL #2 - 846-4051 2/21-3/20/2025	21	60-03-53740-226-000	29.66
04/25	04/04/25	64110	19882	CELLCOM	389442	UTIL #3 - 846-4052 2/21-3/20/2025	22	60-03-53740-226-000	16.88
04/25	04/04/25	64110	19882	CELLCOM	389442	UTIL #4 - 846-4053 2/21-3/20/2025	23	61-03-53610-226-000	29.66
04/25	04/04/25	64110	19882	CELLCOM	389442	UTIL #5 - 846-4054 2/21-3/20/2025	24	61-03-53610-226-000	16.88
04/25	04/04/25	64110	19882	CELLCOM	389442	STR OPS #1 - 846-4055 2/21-3/20/2025	25	10-03-53310-226-000	29.66
04/25	04/04/25	64110	19882	CELLCOM	389442	STR OPS #2 - 846-4056 2/21-3/20/2025	26	10-03-53310-226-000	16.88
04/25	04/04/25	64110	19882	CELLCOM	389442	STR OPS #3 - 846-4057 2/21-3/20/2025	27	10-03-53310-226-000	29.66
Total 64110:									732.76
<b>64111</b>									
04/25	04/04/25	64111	20688	CIVICPLUS	331459	MUNICODE SELF PUBLISHING SOFTWARE LICENSE	1	10-01-51450-286-000	3,773.70
Total 64111:									3,773.70
<b>64112</b>									
04/25	04/04/25	64112	11160	CORE & MAIN LP	INV0015242	WATER TESTING SUPPLIES - TISAB II	1	60-03-53730-294-000	157.35
Total 64112:									157.35
<b>64113</b>									
04/25	04/04/25	64113	4620	E O JOHNSON COMPANY	INV1728738	FRONT COUNTER PRINTER USAGE	1	10-01-51450-280-000	90.60
04/25	04/04/25	64113	4620	E O JOHNSON COMPANY	INV1728811	FRONT COUNTER PRINTER USAGE 12/3-3/2/25	1	10-01-51450-280-000	90.63
Total 64113:									181.23
<b>64114</b>									
04/25	04/04/25	64114	4910	FASTENAL COMPANY	WISCH378230	FENDER WASHERS AND DRAWER	1	10-03-53310-353-000	47.80
04/25	04/04/25	64114	4910	FASTENAL COMPANY	WISCH378615	WYPALL TOWELS	1	10-03-53310-344-000	72.21
04/25	04/04/25	64114	4910	FASTENAL COMPANY	WISCH378615	EAR PLUGS, SAFETY GLASSES, GLOVES	2	10-03-53310-161-000	141.98
Total 64114:									261.99
<b>64115</b>									
04/25	04/04/25	64115	5010	FERGUSON ENTERPRISES INC #1550	9784667	CHEMICAL TANK(S) BUSHINGS	1	60-03-53730-349-000	649.19
04/25	04/04/25	64115	5010	FERGUSON ENTERPRISES INC #1550	9784667-1	CHEMICAL TANK(S) BUSHINGS	1	60-03-53730-349-000	31.24

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
Total 64115:									680.43
<b>64116</b>									
04/25	04/04/25	64116	21511	FIRST SUPPLY LLC - WAUSAU	178044-00	WELL 7/8 - PUMPING SUPPLIES	1	60-03-53730-349-000	5.85
04/25	04/04/25	64116	21511	FIRST SUPPLY LLC - WAUSAU	178321-00	PARTS TO FIX MENS BATHROOMS	1	10-01-51600-355-000	107.12
04/25	04/04/25	64116	21511	FIRST SUPPLY LLC - WAUSAU	178362-00	PARTS TO FIX MENS BATHROOM	1	10-01-51600-355-000	114.99
Total 64116:									227.96
<b>64117</b>									
04/25	04/04/25	64117	23057	FOSS, MATHEW	UTILITY REF - 3259	UTILITY OVERPAYMENT FOR 6409 RED OAK CT	1	60-00-46451-920-000	87.86
Total 64117:									87.86
<b>64118</b>									
04/25	04/04/25	64118	5490	GANNETT WISCONSIN LOCALiQ	11051478	ORDINANCE PUBLICATION	1	10-01-51420-321-000	23.40
Total 64118:									23.40
<b>64119</b>									
04/25	04/04/25	64119	5930	GRAINGER	9441709814	SHOP LED LIGHTS, FUNNELS	1	10-03-53310-353-000	97.55
Total 64119:									97.55
<b>64120</b>									
04/25	04/04/25	64120	21632	GREEN VALLEY SEPTIC	I13544	RYAN ST - PORTABLE TOILET RENTAL (APR 2025)	1	18-03-53636-290-000	168.00
Total 64120:									168.00
<b>64121</b>									
04/25	04/04/25	64121	22464	HANCO CORP	207795-00	UNIT 16 WHEELS AND TIRES	1	10-03-53310-353-000	186.50
Total 64121:									186.50
<b>64122</b>									
04/25	04/04/25	64122	22268	HOEKSTRA, JARED	REIMB: CLOTH AL	CLOTHING ALLOWANCE HOEKSTRA	1	61-03-53613-346-593	200.44
Total 64122:									200.44

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
<b>64123</b>									
04/25	04/04/25	64123	6950	HORST DISTRIBUTING INC	112621-000	#143 PARTS	1	10-05-55210-242-000	223.60
Total 64123:									223.60
<b>64124</b>									
04/25	04/04/25	64124	4820	JOHN FABICK TRACTOR CO	PIWA0193716	UNIT 37 FILTERS	1	10-03-53312-353-000	76.39
04/25	04/04/25	64124	4820	JOHN FABICK TRACTOR CO	PIWA0193717	UNIT 23 COOLANT TEMP SENSOR	1	10-03-53310-353-000	62.96
04/25	04/04/25	64124	4820	JOHN FABICK TRACTOR CO	PIWA0193718	RETURNED SENDER-SOLD UNIT	1	10-03-53310-353-000	-231.39
04/25	04/04/25	64124	4820	JOHN FABICK TRACTOR CO	PIWA0196225	OIL SAMPLE KITS	1	10-03-53310-353-000	1,981.00
Total 64124:									1,888.96
<b>64125</b>									
04/25	04/04/25	64125	23059	JJ RIAN INVESTMENTS	UTILITY REF-3311-	UTILITY OVERPAYMENT 3711 MICHAEL DR	1	60-00-46451-920-000	115.70
Total 64125:									115.70
<b>64126</b>									
04/25	04/04/25	64126	23056	KIMPS, MELISSA	UTILITY REF - 3245	UTILITY OVERPAYMENT 3003 CROSSTRAIL LN	1	60-00-46451-920-000	184.70
Total 64126:									184.70
<b>64127</b>									
04/25	04/04/25	64127	21128	LOKRE DEVELOPMENT	FARMERS MKT 202	2025 ANNUAL LEASE PMT - FARMERS MKT	1	81-06-56940-531-000	1.00
Total 64127:									1.00
<b>64128</b>									
04/25	04/04/25	64128	2200	MacQueen	E01173	2025 - REPLACEMENT VAC TRUCK SEWER UNIT	1	61-00-18532-000-000	446,724.96
Total 64128:									446,724.96
<b>64129</b>									
04/25	04/04/25	64129	9810	MARATHON COUNTY HEALTH DEPT	INV07506	10 BAC-T SAMPLES	1	60-03-53730-294-000	150.00
Total 64129:									150.00
<b>64130</b>									
04/25	04/04/25	64130	9910	MARATHON COUNTY TREASURER	017159	CR-X AND ROSS AVE DESIGN (2/1-2/28/25)	1	42-07-53454-215-000	922.98

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
Total 64130:									922.98
<b>64131</b>									
04/25	04/04/25	64131	23060	MARTIN, JEROME	UTILITY REF-334-0	UTILITY OVERPAYMENT 5502 SCOTT	1	60-00-46451-920-000	92.45
Total 64131:									92.45
<b>64132</b>									
04/25	04/04/25	64132	21947	POWERPLAN	2488661	UNIT 32 AND 514 FUEL FILTERS	1	10-03-53310-353-000	170.68
Total 64132:									170.68
<b>64133</b>									
04/25	04/04/25	64133	23055	MELNYK, VASYL	UTILITY REF - 3229	UTILITY OVERPAYMENT 4203 OAK TER	1	60-00-46451-920-000	168.21
Total 64133:									168.21
<b>64134</b>									
04/25	04/04/25	64134	10050	MENARDS INC	58499	TELEVISIONING VAN SUPPLIES	1	61-03-53605-290-000	301.57
04/25	04/04/25	64134	10050	MENARDS INC	59502	WELL 7/8 - PUMPING SUPPLIES	1	60-03-53730-349-000	96.62
04/25	04/04/25	64134	10050	MENARDS INC	59514	WELL 7/8 - PUMPING SUPPLIES	1	60-03-53730-349-000	-91.64
Total 64134:									306.55
<b>64135</b>									
04/25	04/04/25	64135	10230	MID-AMERICAN RESEARCH CHEMICA	0843510-IN	TACKLE DEGREASER	1	10-03-53310-344-000	269.86
Total 64135:									269.86
<b>64136</b>									
04/25	04/04/25	64136	21224	MI-TECH	UTILITY REF - 341-	UTILITY OVERPAYMENT FOR 5707 SCHOFIELD	1	60-00-46451-920-000	976.72
Total 64136:									976.72
<b>64137</b>									
04/25	04/04/25	64137	22527	MSC INDUSTRIAL SUPPLY	83445119	FLAT BLACK SPRAY PAINT	1	10-03-53310-354-000	32.13
04/25	04/04/25	64137	22527	MSC INDUSTRIAL SUPPLY	84587959	YELLOW SPRAY PAINT	1	10-03-53310-354-000	87.85
Total 64137:									119.98

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
<b>64138</b>									
04/25	04/04/25	64138	22882	MT BAY METRO POLICE DEPT	QTR 2 2025	MBPD 2ND QTR PAYMENT	1	10-02-52100-581-000	869,016.75
Total 64138:									869,016.75
<b>64139</b>									
04/25	04/04/25	64139	19860	NORTHERN LAKE SERVICE INC	2504639	UCMR 5 - SE 1	1	60-03-53730-294-000	6,130.00
Total 64139:									6,130.00
<b>64140</b>									
04/25	04/04/25	64140	23058	OPAL, TIMOTHY	UTILITY REF-3274-	UTILITY OVERPAYMENT 3802 SANDY LN	1	60-00-46451-920-000	27.89
Total 64140:									27.89
<b>64141</b>									
04/25	04/04/25	64141	19643	O'REILLY AUTO PARTS	3845-275414	UNIT 81 FILTER RESTOCK	1	63-03-53318-353-000	91.76
04/25	04/04/25	64141	19643	O'REILLY AUTO PARTS	3845-277835	INTERIOR CLEANER AND PROTECTANT	1	10-03-53310-344-000	47.94
04/25	04/04/25	64141	19643	O'REILLY AUTO PARTS	3845-278011	UNIT 301 OIL FILTER	1	10-03-53310-353-000	11.02
04/25	04/04/25	64141	19643	O'REILLY AUTO PARTS	3845-278043	UNIT 231 FILTER STOCK	1	10-03-53310-353-000	162.11
04/25	04/04/25	64141	19643	O'REILLY AUTO PARTS	3845-278210	CREDIT-RETURNED OIL FILTER	1	10-03-53310-353-000	-30.23
04/25	04/04/25	64141	19643	O'REILLY AUTO PARTS	3845-278258	UNIT 16 FILTER RESTOCK	1	10-03-53310-353-000	127.50
04/25	04/04/25	64141	19643	O'REILLY AUTO PARTS	3845-278285	UNIT 16 BELT	1	10-03-53310-353-000	20.83
04/25	04/04/25	64141	19643	O'REILLY AUTO PARTS	3845-278287	UNIT 16 BATTERY	1	10-03-53310-353-000	146.45
04/25	04/04/25	64141	19643	O'REILLY AUTO PARTS	3845-279350	UNIT 125 FILTER RESTOCK	1	10-03-53310-353-000	93.48
04/25	04/04/25	64141	19643	O'REILLY AUTO PARTS	3845-279406	UNIT 125 TRAILER CORD END	1	10-03-53310-353-000	11.04
Total 64141:									681.90
<b>64142</b>									
04/25	04/04/25	64142	22159	PRECISE MRM LLC	IN200-2004367	GPS DEVICES (FEB 2025)	1	10-03-53310-226-000	320.00
Total 64142:									320.00
<b>64143</b>									
04/25	04/04/25	64143	22003	PRIMADATA LLC	69932	POSTAGE FOR MAR UTILITY BILLS	1	60-03-53771-311-000	458.16
04/25	04/04/25	64143	22003	PRIMADATA LLC	69932	POSTAGE FOR MAR UTILITY BILLS	2	61-03-53612-311-000	458.16
04/25	04/04/25	64143	22003	PRIMADATA LLC	69932	POSTAGE FOR MAR UTILITY BILLS	3	63-03-53652-311-000	458.17
Total 64143:									1,374.49

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
<b>64144</b>									
04/25	04/04/25	64144	21058	QUADIENT FINANCE USA INC.	MAR2025	POSTAGE: FEB AND MARCH 2025	1	10-01-51450-311-000	4,162.53
Total 64144:									4,162.53
<b>64145</b>									
04/25	04/04/25	64145	19819	RC PAVERS ASPHALT PAVING LLC	250326	HOT MIX PATCH MATERIAL - STREETS	1	10-03-53310-236-000	798.60
Total 64145:									798.60
<b>64146</b>									
04/25	04/04/25	64146	22535	REMBRANDT CLEANING	37143	MARCH JANITOR SERVICES	1	10-01-51600-216-000	1,142.00
Total 64146:									1,142.00
<b>64147</b>									
04/25	04/04/25	64147	13420	RENT-A-FLASH OF WI INC	94699	WEIGHT LIMIT SIGNS AND POSTS	1	10-03-53310-363-000	899.90
Total 64147:									899.90
<b>64148</b>									
04/25	04/04/25	64148	19838	RHYME BUSINESS PRODUCTS LLC	AR821892	SHARP MONTHLY B&W USAGE	1	10-01-51450-280-000	7.34
04/25	04/04/25	64148	19838	RHYME BUSINESS PRODUCTS LLC	AR821892	SHARP MONTHLY COLOR USAGE	2	10-01-51450-280-000	150.50
Total 64148:									157.84
<b>64149</b>									
04/25	04/04/25	64149	19832	SUNBELT RENTALS INC	166160496-0001	EQUIPMENT RENTAL FOR WEIGHT LIMIT SIGNS	1	10-03-53310-299-000	406.87
Total 64149:									406.87
<b>64150</b>									
04/25	04/04/25	64150	16460	TRUCK COUNTRY OF WISC	X205372171:01	UNIT 301 AIR FILTERS	1	10-03-53310-353-000	700.80
Total 64150:									700.80
<b>64151</b>									
04/25	04/04/25	64151	22820	TWEET GAROT MECHANICAL INC	160074	HVAC PREVENTATIVE MAINT CONTRACT	1	10-01-51600-247-000	6,065.00
Total 64151:									6,065.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
<b>64152</b>									
04/25	04/04/25	64152	17530	WAUSAU CHEMICAL CORPORATION	INV-353814	CAUSTIC SODA, HYPO CHLOR - ALTA VERDE	1	60-03-53730-366-000	1,411.55
04/25	04/04/25	64152	17530	WAUSAU CHEMICAL CORPORATION	INV-353815	HYP CHLOR - TREATMENT PLANT	1	60-03-53730-366-000	735.33
04/25	04/04/25	64152	17530	WAUSAU CHEMICAL CORPORATION	INV-353816	CAUSTIC SODA, HYP CHLOR - RIPPLING CREEK	1	60-03-53730-366-000	1,411.55
04/25	04/04/25	64152	17530	WAUSAU CHEMICAL CORPORATION	INV-353984	HFS, HYPO CHLOR - WELL 7/8	1	60-03-53730-366-000	793.10
Total 64152:									4,351.53
<b>64153</b>									
04/25	04/04/25	64153	23054	WELLHOEFER, JESSE	UTILITY REF - 316	5407 CHERYL DR UTILITY OVERPAYMENT	1	60-00-46451-920-000	199.83
Total 64153:									199.83
<b>64154</b>									
04/25	04/04/25	64154	19951	YDE LAW FIRM S.C.	224153	2/8-3/2/25 SALE OF BUS PARK PROPERTY	1	21-06-56721-212-000	1,640.00
04/25	04/04/25	64154	19951	YDE LAW FIRM S.C.	224154	3/2-3/21/25 COURT ORDINANCE	1	10-01-51300-212-000	300.00
04/25	04/04/25	64154	19951	YDE LAW FIRM S.C.	224154	3/2-3/21/25 CLOUDPERMIT	2	10-01-51300-212-000	100.00
04/25	04/04/25	64154	19951	YDE LAW FIRM S.C.	224154	3/2-3/21/25 TOWN LEASE	3	10-01-51300-212-000	240.00
04/25	04/04/25	64154	19951	YDE LAW FIRM S.C.	224155	2/7-3/21/25 UTILITY RELOCATION ORD	1	10-01-51300-212-000	2,040.00
04/25	04/04/25	64154	19951	YDE LAW FIRM S.C.	224156	2/9-2/10 REU QUESTION	1	61-03-53613-212-000	680.00
04/25	04/04/25	64154	19951	YDE LAW FIRM S.C.	224157	2/17-2/24 SBA	1	10-01-51300-212-000	120.00
Total 64154:									5,120.00
<b>64155</b>									
04/25	04/10/25	64155	560	AMERICAN DOOR CO OF WAUSAU IN	119217	REPAIR GARAGE DOOR #5	1	10-01-51600-247-000	3,250.00
04/25	04/10/25	64155	560	AMERICAN DOOR CO OF WAUSAU IN	119225	REPAIR GARAGE DOOR #3	1	10-01-51600-247-000	526.35
Total 64155:									3,776.35
<b>64156</b>									
04/25	04/10/25	64156	20357	AMERICAN ENGINEERING TESTING	INV-251431	ROSS AVE (METRO TO ALDERSON) GEOTECH BORINGS	1	42-07-53465-215-417	2,900.00
04/25	04/10/25	64156	20357	AMERICAN ENGINEERING TESTING	INV-251431	ROSS AVE (METRO TO ALDERSON) GEOTECH BORINGS (BIL	2	10-00-13610-000-000	2,900.00
04/25	04/10/25	64156	20357	AMERICAN ENGINEERING TESTING	INV-251432	ROSS AVE GEOTECHNICAL BORINGS (RIVER BEND TO PAUL	1	42-07-53478-215-439	7,000.00
Total 64156:									12,800.00
<b>64157</b>									
04/25	04/10/25	64157	2330	ANSER	87560-040725	ANSWERING SERVICE: 04/07/25-05/04/25	1	60-03-53780-290-000	81.20
04/25	04/10/25	64157	2330	ANSER	87560-040725	ANSWERING SERVICE: 04/07/25-05/04/25	2	61-03-53613-290-000	81.20

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
Total 64157:									162.40
<b>64158</b>									
04/25	04/10/25	64158	18950	ASPIRUS MEDICAL GROUP	141045	STREETS ANNUAL HEARING TESTS	1	10-03-53310-164-000	436.00
04/25	04/10/25	64158	18950	ASPIRUS MEDICAL GROUP	141045	WATER ANNUAL HEARING TESTS	2	60-03-53780-164-000	105.25
04/25	04/10/25	64158	18950	ASPIRUS MEDICAL GROUP	141045	SEWER ANNUAL HEARING TESTS	3	61-03-53613-164-000	105.25
04/25	04/10/25	64158	18950	ASPIRUS MEDICAL GROUP	141045	PARKS ANNUAL HEARING TESTS	4	10-05-55200-164-000	168.50
04/25	04/10/25	64158	18950	ASPIRUS MEDICAL GROUP	141845	RANDOM DOT DRUG SCREEN	1	10-03-53310-164-000	145.00
Total 64158:									960.00
<b>64159</b>									
04/25	04/10/25	64159	23053	UTILIS	500910	LEAK DETECTION SERVICES	1	60-03-53761-251-000	15,000.00
04/25	04/10/25	64159	23053	UTILIS	500910	LEAK DETECTION SERVICES	2	60-03-53761-290-000	5,000.00
04/25	04/10/25	64159	23053	UTILIS	500910	LEAK DETECTION SERVICES	3	60-03-53762-252-000	5,000.00
04/25	04/10/25	64159	23053	UTILIS	500910	LEAK DETECTION SERVICES	4	60-03-53780-215-000	21,500.00
Total 64159:									46,500.00
<b>64160</b>									
04/25	04/10/25	64160	23099	BARNETT, GERALD	PMT 1 PAR 22 WES	WESTON AVE ROW PMT - PARCEL 22	1	40-07-57355-821-000	1,000.00
04/25	04/10/25	64160	23099	BARNETT, GERALD	PMT 1 PAR 23 WES	WESTON AVE ROW PMT - PARCEL 23	1	40-07-57355-821-000	7,000.00
Total 64160:									8,000.00
<b>64161</b>									
04/25	04/10/25	64161	22024	BAYSIDE PRINTING LLC	146091	PRINTING FOR MAR UTILITY BILLS	1	60-03-53771-312-000	146.82
04/25	04/10/25	64161	22024	BAYSIDE PRINTING LLC	146091	PRINTING FOR MAR UTILITY BILLS	2	61-03-53612-312-000	146.82
04/25	04/10/25	64161	22024	BAYSIDE PRINTING LLC	146091	PRINTING FOR MAR UTILITY BILLS	3	63-03-53652-312-000	146.82
Total 64161:									440.46
<b>64162</b>									
04/25	04/10/25	64162	21400	BECK, LYLE	UTILITY REF-3510-	6110 RYAN UTILITY OVERPAYMENT	1	60-00-46451-920-000	24.65
Total 64162:									24.65
<b>64163</b>									
04/25	04/10/25	64163	23078	BEESE, JUDY	Utility Ref - 4240-01	3006 CROSSTRAIL UTILITY OVERPAYMENT	1	60-00-46451-920-000	175.43

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
Total 64163:									175.43
<b>64164</b>									
04/25	04/10/25	64164	23072	BOHN, MIKE	Utility Ref - 3759-00	1009 WESTON AVE UTILITY OVERPAYMENT	1	60-00-46451-920-000	113.28
Total 64164:									113.28
<b>64165</b>									
04/25	04/10/25	64165	23067	BOODLE, CHARLES	Utility Ref - 3530-01	6810 LORA LEE UTILITY OVERPAYMENT	1	60-00-46451-920-000	87.52
Total 64165:									87.52
<b>64166</b>									
04/25	04/10/25	64166	23087	BOUCHE, DREW	Utility Ref - 5403-01	6312 ISAIAH UTILITY TAX OVERPAYMENT	1	60-00-46451-920-000	179.07
Total 64166:									179.07
<b>64167</b>									
04/25	04/10/25	64167	23082	BURNS, DANIEL	Utility Ref - 4404-00	10205 STANDING OAK UTILITY OVERPAYMENT	1	60-00-46451-920-000	98.35
Total 64167:									98.35
<b>64168</b>									
04/25	04/10/25	64168	23096	CAIN, TYSON	Utility Ref - 3421-00	5206 RIVERFRONT UTILITY OVERPAYMENT	1	60-00-46451-920-000	175.23
Total 64168:									175.23
<b>64169</b>									
04/25	04/10/25	64169	19882	CELLCOM	507027	DIETSCH: WATER HOTSPOT - 370-3467 3/21-4/20/2025	1	60-03-53740-225-000	5.77
04/25	04/10/25	64169	19882	CELLCOM	507027	SEWER: IPAD FOR GIS - 370-6193 3/21-4/20/2025	2	61-03-53610-226-000	2.89
04/25	04/10/25	64169	19882	CELLCOM	507027	WATER: IPAD FOR GIS - 370-6193 3/21-4/20/2025	3	60-03-53740-226-000	2.88
04/25	04/10/25	64169	19882	CELLCOM	507027	WATER UTILITY IPAD 1 - 846-0189 3/21-4/20/2025	4	60-03-53740-226-000	225.77
04/25	04/10/25	64169	19882	CELLCOM	507027	WATER UTILITY - 846-0190 3/21-4/20/2025	5	60-03-53740-226-000	15.77
04/25	04/10/25	64169	19882	CELLCOM	507027	SEWER UTILITY 2 - 846-0194 3/21-4/20/2025	6	61-03-53610-226-000	5.77
04/25	04/10/25	64169	19882	CELLCOM	507027	SEWER UTILITY IPAD 2 - 846-0194 3/21-4/20/2025	7	61-03-53610-226-000	15.77
04/25	04/10/25	64169	19882	CELLCOM	507027	STREETS IPAD 2 - 846-0216 3/21-4/20/2025	8	10-03-53310-226-000	5.77
04/25	04/10/25	64169	19882	CELLCOM	507027	IT IPAD - 846-2136 3/21-4/20/2025	9	10-01-51460-226-000	5.77
04/25	04/10/25	64169	19882	CELLCOM	507027	ROMAN: MIFI - 846-2443 3/21-4/20/2025	10	10-02-52400-225-000	5.77
04/25	04/10/25	64169	19882	CELLCOM	507027	STREETS IPAD - 846-2453 3/21-4/20/2025	11	10-03-53310-226-000	15.77
04/25	04/10/25	64169	19882	CELLCOM	507027	STREETS IPAD - 846-2577 3/21-4/20/2025	12	10-03-53310-226-000	5.77

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
04/25	04/10/25	64169	19882	CELLCOM	507027	STREETS IPAD - 846-2578: 3/21-4/20/2025	13	10-03-53310-226-000	15.77
04/25	04/10/25	64169	19882	CELLCOM	507027	STREETS IPAD - 846-2579: 3/21-4/20/2025	14	10-03-53310-226-000	5.77
04/25	04/10/25	64169	19882	CELLCOM	507027	STREETS IPAD - 846-2580 3/21-4/20/2025	15	10-03-53310-226-000	5.77
04/25	04/10/25	64169	19882	CELLCOM	507027	STREETS IPAD - 846-2581 3/21-4/20/2025	16	10-03-53310-226-000	15.77
04/25	04/10/25	64169	19882	CELLCOM	507027	ADMINISTRATOR - 846-3454 3/21-4/20/2025	17	10-01-51410-225-000	42.79
04/25	04/10/25	64169	19882	CELLCOM	507027	BUILDING INSPECTOR #1 - 846-3459 3/21-4/20/2025	18	10-02-52400-225-000	58.63
04/25	04/10/25	64169	19882	CELLCOM	507027	BUILDING INSPECTOR #2 - 846-3468 3/21-4/20/2025	19	10-02-52400-225-000	58.63
04/25	04/10/25	64169	19882	CELLCOM	507027	UTIL #1 - 846-4050 3/21-4/20/2025	20	60-03-53740-226-000	16.88
04/25	04/10/25	64169	19882	CELLCOM	507027	UTIL #2 - 846-4051 3/21-4/20/2025	21	60-03-53740-226-000	29.66
04/25	04/10/25	64169	19882	CELLCOM	507027	UTIL #3 - 846-4052 3/21-4/20/2025	22	60-03-53740-226-000	16.88
04/25	04/10/25	64169	19882	CELLCOM	507027	UTIL #4 - 846-4053 3/21-4/20/2025	23	61-03-53610-226-000	29.66
04/25	04/10/25	64169	19882	CELLCOM	507027	UTIL #5 - 846-4054 3/21-4/20/2025	24	61-03-53610-226-000	16.88
04/25	04/10/25	64169	19882	CELLCOM	507027	STR OPS #1 - 846-4055 3/21-4/20/2025	25	10-03-53310-226-000	29.66
04/25	04/10/25	64169	19882	CELLCOM	507027	STR OPS #2 - 846-4056 3/21-4/20/2025	26	10-03-53310-226-000	16.88
04/25	04/10/25	64169	19882	CELLCOM	507027	STR OPS #3 - 846-4057 3/21-4/20/2025	27	10-03-53310-226-000	29.66
04/25	04/10/25	64169	19882	CELLCOM	507027	LATE FEE - 3/21-4/20/2025	28	10-01-51520-317-000	10.00

Total 64169:

712.76

**64170**

04/25	04/10/25	64170	5720	CINTAS CORPORATION	12709045 MAR 202	SHOP RAGS/SERVICE CHARGES/EMBLEM	1	10-03-53310-344-000	38.16
04/25	04/10/25	64170	5720	CINTAS CORPORATION	12709045 MAR 202	P- HUERTH: UNIFORM MAINT/RNTL	2	10-05-55200-162-595	13.28
04/25	04/10/25	64170	5720	CINTAS CORPORATION	12709045 MAR 202	ST - LAKE: UNIFORM MAINT/RNTL	3	10-03-53310-162-574	7.36
04/25	04/10/25	64170	5720	CINTAS CORPORATION	12709045 MAR 202	ST - TRYBA T: UNIFORM MAINT/RNTL	4	10-03-53310-162-572	10.88
04/25	04/10/25	64170	5720	CINTAS CORPORATION	12709045 MAR 202	ST - BURAZIN: UNIFORM MAINT/RNTL	5	10-03-53310-162-580	22.60
04/25	04/10/25	64170	5720	CINTAS CORPORATION	12709045 MAR 202	ST - VLIESTRA: UNIFORM MAINT/RNTL	6	10-03-53310-162-582	26.48
04/25	04/10/25	64170	5720	CINTAS CORPORATION	12709045 MAR 202	ST - YONKER: UNIFORM MAINT/RNTL	7	10-03-53310-162-584	8.64
04/25	04/10/25	64170	5720	CINTAS CORPORATION	12709045 MAR 202	P - HOEKSTRA (LYON): UNIFORM MAINT/RNTL	8	61-03-53613-162-593	22.52
04/25	04/10/25	64170	5720	CINTAS CORPORATION	12709045 MAR 202	BI - MEVERDEN: UNIFORM MAINT/RNTL	9	10-02-52400-162-000	21.28
04/25	04/10/25	64170	5720	CINTAS CORPORATION	12709045 MAR 202	ST- HOEPPNER: UNIFORM MAINT/RNTL	10	10-03-53310-162-578	7.96
04/25	04/10/25	64170	5720	CINTAS CORPORATION	12709045 MAR 202	BI- MAGUIRE: UNIFORM MAINT/RNTL	11	10-02-52400-162-000	20.12
04/25	04/10/25	64170	5720	CINTAS CORPORATION	12709045 MAR 202	BI- TATRO: UNIFORM MAINT/RNTL	12	10-02-52400-162-000	6.16
04/25	04/10/25	64170	5720	CINTAS CORPORATION	12709045 MAR 202	P - FALKOWSKI: UNIFORM MAINT/RNTL	13	10-05-55200-162-594	9.52
04/25	04/10/25	64170	5720	CINTAS CORPORATION	12709045 MAR 202	ST - JANIKOWSKI: UNIFORM MAINT/RNTL	14	10-03-53310-162-577	6.92
04/25	04/10/25	64170	5720	CINTAS CORPORATION	12709045 MAR 202	W - DIETSCH: UNIFORM MAINT/RNTL	15	60-03-53780-162-588	30.28
04/25	04/10/25	64170	5720	CINTAS CORPORATION	12709045 MAR 202	ST - VON SCHRADER: UNIFORM MAINT/RNTL	16	10-03-53310-162-581	17.44
04/25	04/10/25	64170	5720	CINTAS CORPORATION	12709045 MAR 202	W - BORTH: UNIFORM MAINT/RNTL	17	60-03-53780-162-586	6.92
04/25	04/10/25	64170	5720	CINTAS CORPORATION	12709045 MAR 202	ST- SCHMIDT: UNIFORM MAINT/RNTL	18	10-03-53310-162-570	42.16
04/25	04/10/25	64170	5720	CINTAS CORPORATION	12709045 MAR 202	ST - ULLENBRAUCK K: UNIFORM MAINT/RNTL	19	10-03-53310-162-575	36.51
04/25	04/10/25	64170	5720	CINTAS CORPORATION	12709045 MAR 202	P - STEINES: UNIFORM MAINT/RNTL	20	10-05-55200-162-596	29.76
04/25	04/10/25	64170	5720	CINTAS CORPORATION	12709045 MAR 202	SWR - TRYBA D: UNIFORM MAINT/RNTL	21	61-03-53613-162-592	50.76

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
04/25	04/10/25	64170	5720	CINTAS CORPORATION	12709045 MAR 202	W - KRAUSE: UNIFORM MAINT/RNTL	22	60-03-53780-162-590	24.48
Total 64170:									460.19
<b>64171</b>									
04/25	04/10/25	64171	23080	CONNOR, RYAN	Utility Ref - 4342-00	2306 BUCKHORN UTILITY OVERPAYMENT	1	60-00-46451-920-000	69.00
Total 64171:									69.00
<b>64172</b>									
04/25	04/10/25	64172	3220	CONTROL CONCEPTS TECHNOLOGY	520491939	HYDRAULIC FITINGS FOR PALLET FORKS	1	10-03-53310-353-000	40.84
Total 64172:									40.84
<b>64173</b>									
04/25	04/10/25	64173	16140	D.A. MACPHERSON INC	20298	EXC BUCKET TEETH	1	10-03-53310-242-000	118.02
Total 64173:									118.02
<b>64174</b>									
04/25	04/10/25	64174	23092	DENFELD-QUIROS, CATI	Utility Ref - 4382-01	2207 BUCKHORN UTILITY OVERPAYMENT	1	60-00-46451-920-000	133.72
Total 64174:									133.72
<b>64175</b>									
04/25	04/10/25	64175	20932	DENYON HOMES	OCC REF-8708 HIN	OCC SUR REFUND: 8708 HINNER SPRINGS DR	1	10-00-21120-000-000	1,000.00
Total 64175:									1,000.00
<b>64176</b>									
04/25	04/10/25	64176	3940	DIGGERS HOTLINE INC	250 3 46301	MARCH 2025	1	61-03-53613-290-000	92.65
04/25	04/10/25	64176	3940	DIGGERS HOTLINE INC	250 3 46301	MARCH 2025	2	60-03-53780-290-000	92.65
Total 64176:									185.30
<b>64177</b>									
04/25	04/10/25	64177	22062	ERMELING, KAYLA	4830-01	6906 ZINSER UTILITY OVERPAYMENT	1	60-00-46451-920-000	10.98
Total 64177:									10.98

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
<b>64178</b>									
04/25	04/10/25	64178	4900	FARRELL EQUIPMENT & SUPPLY CO	244951-000	PARTNER SAW WHEELS	1	10-03-53310-353-000	169.90
Total 64178:									169.90
<b>64179</b>									
04/25	04/10/25	64179	4910	FASTENAL COMPANY	WISCH378792	AA BATTERIES, QUICK STICKS, PLOW BOLTS, HIGH VIS GLO	1	10-03-53310-353-000	119.24
Total 64179:									119.24
<b>64180</b>									
04/25	04/10/25	64180	21511	FIRST SUPPLY LLC - WAUSAU	178362-01	NEW FAUCET FOR BATHROOM	1	10-01-51600-355-000	114.99
Total 64180:									114.99
<b>64181</b>									
04/25	04/10/25	64181	23094	FISCHER, JORDYN	Utility Ref - 4465-01	6401 ISAIAH UTILITY OVERPAYMENT	1	60-00-46451-920-000	135.45
Total 64181:									135.45
<b>64182</b>									
04/25	04/10/25	64182	23076	FOSSUM, JEFFREY	Utility Ref - 4118-04	4103 RIVERBEND UTILITY OVERPAYMENT	1	60-00-46451-920-000	200.35
Total 64182:									200.35
<b>64183</b>									
04/25	04/10/25	64183	5370	FRANCE PROPANE SERVICE INC	131375	LIFT TRUCK TANK REFILL	1	10-03-53310-351-000	27.30
Total 64183:									27.30
<b>64184</b>									
04/25	04/10/25	64184	23089	GEOFFREY, ANDREW	Utility Ref - 5551-00	5902 FLAMBEAU UTILITY OVERPAYMENT	1	60-00-46451-920-000	61.92
Total 64184:									61.92
<b>64185</b>									
04/25	04/10/25	64185	5930	GRAINGER	9459569076	E-TRACK HOOKS	1	10-03-53310-353-000	52.80
Total 64185:									52.80

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
<b>64186</b>									
04/25	04/10/25	64186	23063	GREAT LAKES MGT GROUP	11434	MALWITZ REFUND OF OPERATORS LICENSE	1	10-00-44110-000-000	40.00
Total 64186:									40.00
<b>64187</b>									
04/25	04/10/25	64187	22464	HANCO CORP	213517-00	WALKER MOWER DRIVE TIRES	1	10-05-55212-242-000	161.32
Total 64187:									161.32
<b>64188</b>									
04/25	04/10/25	64188	23088	HEFFRON, KEN	Utility Ref - 5520-00	9004 BIRCH UTILITY OVERPAYMENT	1	60-00-46451-920-000	42.43
Total 64188:									42.43
<b>64189</b>									
04/25	04/10/25	64189	23065	HEILMEIER, SAMUEL	Utility Ref - 3478-00	6403 HUNT UTILITY OVERPAYMENT	1	60-00-46451-920-000	113.13
Total 64189:									113.13
<b>64190</b>									
04/25	04/10/25	64190	23077	HER, VANG	Utility Ref - 4125-00	7611 FEITH UTILITY OVERPAYMENT	1	60-00-46451-920-000	120.00
Total 64190:									120.00
<b>64191</b>									
04/25	04/10/25	64191	23066	HINS DILL, DAWN	Utility Ref - 3528-00	3705 RIVER MEADOW UTILITY OVERPAYMENT	1	60-00-46451-920-000	66.51
Total 64191:									66.51
<b>64192</b>									
04/25	04/10/25	64192	23079	HOLZEM, MICHELLE	Utility Ref - 4309-00	5902 ISAIAH UTILITY OVERPAYMENT	1	60-00-46451-920-000	108.49
Total 64192:									108.49
<b>64193</b>									
04/25	04/10/25	64193	20701	HUNT, PAUL	UTILITY REF-4484-	7107 BREHM UTILITY OVERPAYMENT	1	60-00-46451-920-000	66.32
Total 64193:									66.32

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
<b>64194</b>									
04/25	04/10/25	64194	7140	HYDROCORP	CI-05577	CROSS CONNECTION CONTROL INSPECTION: MARCH 2025	1	60-03-53762-256-000	1,471.09
Total 64194:									1,471.09
<b>64195</b>									
04/25	04/10/25	64195	23090	ILLBECK, KYLE	Utility Ref - 5552-00	5505 WINDING CREEK UTILITY OVERPAYMENT	1	60-00-46451-920-000	142.42
Total 64195:									142.42
<b>64196</b>									
04/25	04/10/25	64196	23074	KNAUF, MARCIE	Utility Ref - 4009-01	1205 WOODWARD UTILITY OVERPAYMENT	1	60-00-46451-920-000	95.84
Total 64196:									95.84
<b>64197</b>									
04/25	04/10/25	64197	23071	KNOBLOCK, JACQUELINE	Utility Ref - 3717-00	2102 EDGEWOOD UTILITY OVERPAYMENT	1	60-00-46451-920-000	108.43
Total 64197:									108.43
<b>64198</b>									
04/25	04/10/25	64198	23098	KOTH, CHRISTINNE	Utility Ref - 542-00	4407 ACRE UTILITY OVERPAYMENT	1	60-00-46451-920-000	76.42
Total 64198:									76.42
<b>64199</b>									
04/25	04/10/25	64199	23069	KUHIHIRA, JOSEPH	Utility Ref - 3605-00	2007 DOUGLAS UTILITY OVERPAYMENT	1	60-00-46451-920-000	157.02
Total 64199:									157.02
<b>64200</b>									
04/25	04/10/25	64200	9380	MACIAZ, KEN	UTILITY REF-3840-	1603 HARVEY UTILITY OVERPAYMENT	1	60-00-46451-920-000	86.37
Total 64200:									86.37
<b>64201</b>									
04/25	04/10/25	64201	23073	MACOMBER, JORDYN	Utility Ref - 3803-02	1612 SHOREY UTILITY OVERPAYMENT	1	60-00-46451-920-000	126.76
Total 64201:									126.76

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
<b>64202</b>									
04/25	04/10/25	64202	23070	MALLUM-ZIMMERMAN, SANDY	Utility Ref - 3656-00	2407 SUMMIT UTILITY OVERPAYMENT	1	60-00-46451-920-000	15.03
Total 64202:									15.03
<b>64203</b>									
04/25	04/10/25	64203	9900	MARATHON CTY REGISTER OF DEED	202500000028	MCROD RECORDING FEES STORMWATER MANAGMENT AG	1	10-06-56910-219-000	30.00
Total 64203:									30.00
<b>64204</b>									
04/25	04/10/25	64204	21947	POWERPLAN	2499042	UNIT 38 STEERING STOPS, CYLINDER BUSHINGS	1	10-03-53310-353-000	707.99
Total 64204:									707.99
<b>64205</b>									
04/25	04/10/25	64205	23097	MCCUE, KRISTY	Utility Ref - 470-00	4310 AUGUSTINE UTILITY OVERPAYMENT	1	60-00-46451-920-000	141.50
Total 64205:									141.50
<b>64206</b>									
04/25	04/10/25	64206	10050	MENARDS INC	60514	TOTES, SDS MAX BITS, EYE BOLTS	1	10-03-53310-353-000	214.21
Total 64206:									214.21
<b>64207</b>									
04/25	04/10/25	64207	23064	MILLIKEN, SHAWN	Utility Ref - 3454-00	8503 WINDSOR UTILITY OVERPAYMENT	1	60-00-46451-920-000	225.21
Total 64207:									225.21
<b>64208</b>									
04/25	04/10/25	64208	10910	MSA PROFESSIONAL SERVICES INC	014352	WESTON AVE (ALDERSON TO BIRCH) CONST SERVICES (12/	1	40-07-57390-215-000	3,105.80
04/25	04/10/25	64208	10910	MSA PROFESSIONAL SERVICES INC	014352	WESTON AVE (ALDERSON TO BIRCH) CONST SERVICES - 12	2	10-00-13610-000-000	2,391.20
Total 64208:									5,497.00
<b>64209</b>									
04/25	04/10/25	64209	22527	MSC INDUSTRIAL SUPPLY	85244519	POR-15 BLACK PAINT	1	10-03-53310-354-000	55.94
04/25	04/10/25	64209	22527	MSC INDUSTRIAL SUPPLY	89280339	CHOP SAW WHEELS	1	10-03-53310-353-000	60.30

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
Total 64209:									116.24
<b>64210</b>									
04/25	04/10/25	64210	11070	MPEC-NAPA AUTO PARTS	944924	UNIT 38 U-JOINTS	1	10-03-53310-353-000	80.30
04/25	04/10/25	64210	11070	MPEC-NAPA AUTO PARTS	945153	WINDSHIELD SOLVENT	1	10-03-53310-351-000	95.76
04/25	04/10/25	64210	11070	MPEC-NAPA AUTO PARTS	945158	1/4" AND 1/2" TAPS	1	10-03-53310-353-000	6.14
04/25	04/10/25	64210	11070	MPEC-NAPA AUTO PARTS	945183	UNIT 42 FUEL FILTER	1	10-03-53310-353-000	8.39
04/25	04/10/25	64210	11070	MPEC-NAPA AUTO PARTS	945374	UNIT 113 FILTER RESTOCK	1	10-03-53312-353-000	138.46
Total 64210:									329.05
<b>64211</b>									
04/25	04/10/25	64211	3410	NASSCO INC	6539524	SOAP, GARBAGE CAN LINERS	1	10-01-51600-344-000	968.54
Total 64211:									968.54
<b>64212</b>									
04/25	04/10/25	64212	23017	NATIONAL VISION ADMINISTRATOR L	4454261	APRIL VISION 2025	1	10-00-21532-000-000	355.81
Total 64212:									355.81
<b>64213</b>									
04/25	04/10/25	64213	23086	NAUJOKAS, JILLIAN	Utility Ref - 5398-05	4212 E JELINEK UTILITY OVERPAYMENT	1	60-00-46451-920-000	27.00
Total 64213:									27.00
<b>64214</b>									
04/25	04/10/25	64214	19860	NORTHERN LAKE SERVICE INC	2505073	WATER TESTING: QUARTERLY DRINKING WATER	1	60-03-53730-294-000	1,288.52
Total 64214:									1,288.52
<b>64215</b>									
04/25	04/10/25	64215	23068	NOWACZYK, LISA	Utility Ref - 3573-00	2007 FRONTAGE UTILITY OVERPAYMENT	1	60-00-46451-920-000	175.38
Total 64215:									175.38
<b>64216</b>									
04/25	04/10/25	64216	19643	O'REILLY AUTO PARTS	3845-278447	OIL CHANGE ITEMS	1	61-03-53606-352-000	51.14
04/25	04/10/25	64216	19643	O'REILLY AUTO PARTS	3845-279612	UNIT 288 OIL FILTER	1	61-03-53606-352-000	4.41
04/25	04/10/25	64216	19643	O'REILLY AUTO PARTS	3845-279748	UNIT 404 FILTER RESTOCK	1	10-03-53310-353-000	14.61

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
04/25	04/10/25	64216	19643	O'REILLY AUTO PARTS	3845-281308	UNIT 113 FILTER RESTOCK	1	10-03-53310-353-000	94.00
04/25	04/10/25	64216	19643	O'REILLY AUTO PARTS	3845-281810	UNIT 42 FILTER RESTOCK	1	10-03-53310-353-000	7.41
04/25	04/10/25	64216	19643	O'REILLY AUTO PARTS	3845-281849	FUEL WATER SEPARATOR UNIT 42	1	10-03-53310-353-000	8.93
04/25	04/10/25	64216	19643	O'REILLY AUTO PARTS	3845-281883	UNIT 42 FILTER RESTOCK	1	10-03-53310-353-000	5.51
Total 64216:									186.01
<b>64217</b>									
04/25	04/10/25	64217	20955	OSTROWSKI, JEREMY	UTILITY REF-5235-	6110 QUENTIN UTILITY OVERPAYMENT	1	60-00-46451-920-000	170.43
Total 64217:									170.43
<b>64218</b>									
04/25	04/10/25	64218	23075	OWENS, DONNA	Utility Ref - 4043-00	1807 CEDAR CREEK UTILITY OVERPAYMENT	1	60-00-46451-920-000	219.21
Total 64218:									219.21
<b>64219</b>									
04/25	04/10/25	64219	23081	PHILLIPS, NOAH	Utility Ref - 416-01	6007/6005 HILGEMANN UTILITY OVERPAYMENT	1	60-00-46451-920-000	205.56
Total 64219:									205.56
<b>64220</b>									
04/25	04/10/25	64220	23095	RASMUSSEN, REBECCA	Utility Ref - 5258-01	3407 CALEB UTILITY OVERPAYMENT	1	60-00-46451-920-000	73.02
Total 64220:									73.02
<b>64221</b>									
04/25	04/10/25	64221	13530	RIB MTN METROPOLITAN SEWERAGE	MAR2025	RIB MOUNTAIN O & M 03-25	1	61-03-53610-227-000	83,889.24
04/25	04/10/25	64221	13530	RIB MTN METROPOLITAN SEWERAGE	MAR2025	RIB MOUNTAIN DEBT SERVICE 03-25	2	61-08-53614-614-000	58,008.15
Total 64221:									141,897.39
<b>64222</b>									
04/25	04/10/25	64222	23083	RICK, JOHN	Utility Ref - 4405-01	10108 STANDING OAK DR UTILITY OVERPAYMENT	1	60-00-46451-920-000	134.83
Total 64222:									134.83
<b>64223</b>									
04/25	04/10/25	64223	10520	SECURIAN FINANCIAL GROUP INC	MAY2025	VOW PREMIUM: MAY 2025	1	10-00-21531-000-000	1,397.01

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
Total 64223:									1,397.01
<b>64224</b>									
04/25	04/10/25	64224	14660	SECURITY HEALTH PLAN	MAY2025	VILLAGE TRAD HEALTH INS FOR MAY 2025	1	10-00-21530-000-000	9,907.52
04/25	04/10/25	64224	14660	SECURITY HEALTH PLAN	MAY2025	VILLAGE HSA HEALTH INS FOR MAY 2025	2	10-00-21530-000-000	50,529.08
Total 64224:									60,436.60
<b>64225</b>									
04/25	04/10/25	64225	23085	SHIDELL, ALLEN	UTILITY REF - 470-	4310 AUGUSTINE UTILITY OVERPAYMENT	1	60-00-46451-920-000	142.10
Total 64225:									142.10
<b>64226</b>									
04/25	04/10/25	64226	20783	SOUTH AREA FIRE DISTRICT	2029	2025 OPERATING BUDGET 1ST QTR	1	10-02-52905-581-000	322,435.56
04/25	04/10/25	64226	20783	SOUTH AREA FIRE DISTRICT	2039	2025 OPERATING BUDGET 2ND QTR	1	10-02-52905-581-000	322,435.56
Total 64226:									644,871.12
<b>64227</b>									
04/25	04/10/25	64227	22029	STORM, KATHRYN	UTILITY REF-4300-	3606 STERNBERG UTILITY OVERPAYMENT	1	60-00-46451-920-000	33.93
Total 64227:									33.93
<b>64228</b>									
04/25	04/10/25	64228	21816	STRAND ASSOCIATES INC	0222650	WISDOT STORM POND DESIGN (2/1/25 - 2/28/25)	1	63-00-18700-825-431	6,313.28
04/25	04/10/25	64228	21816	STRAND ASSOCIATES INC	0222650	WISDOT STORM POND DESIGN (2/1/25 - 2/28/25) (BILL TO OT	2	10-00-13611-000-000	2,641.72
Total 64228:									8,955.00
<b>64229</b>									
04/25	04/10/25	64229	22581	STREK BROS. AUTOGLASS LLC	6035	UNIT 113 WINDSHIELD GLASS	1	10-03-53312-353-000	225.00
Total 64229:									225.00
<b>64230</b>									
04/25	04/10/25	64230	23093	SZEMRAJ, JAMISON	Utility Ref - 5510-00	5510 WINDING CREEK 5510 WINDING CREEK UTILITY OVERP	1	60-00-46451-920-000	162.97
Total 64230:									162.97

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
<b>64231</b>									
04/25	04/10/25	64231	15920	TAPCO	1799358	PEDESTAL FOR CROSS WALK	1	10-03-53310-239-000	582.91
Total 64231:									582.91
<b>64232</b>									
04/25	04/10/25	64232	22502	ULLENBRAUCK, KYLE	CLOTH ALLOW - 25	K ULLENBRAUCK CLOTHING REIMBURSEMENT	1	10-03-53310-346-575	185.61
Total 64232:									185.61
<b>64233</b>									
04/25	04/10/25	64233	16890	VAN ERT ELECTRIC CO INC	001-034591	TRANSFORMER BASE REPLACEMENT AT CR-X AND SCHOFI	1	10-03-53311-296-000	2,123.76
Total 64233:									2,123.76
<b>64234</b>									
04/25	04/10/25	64234	20528	WM CORPORATE SERVICES INC	5543883-0414-5	RECYCLING CARTS	1	18-03-53635-297-000	13,790.42
04/25	04/10/25	64234	20528	WM CORPORATE SERVICES INC	5543883-0414-5	GARBAGE 95 GALLON	2	18-03-53620-297-000	38,386.32
04/25	04/10/25	64234	20528	WM CORPORATE SERVICES INC	5543883-0414-5	GARBAGE 45 GALLON	3	18-03-53620-297-000	5,421.00
Total 64234:									57,597.74
<b>64235</b>									
04/25	04/10/25	64235	17530	WAUSAU CHEMICAL CORPORATION	INV-354064	HYPO CHLOR - KERRY WELL	1	60-03-53730-366-000	515.22
04/25	04/10/25	64235	17530	WAUSAU CHEMICAL CORPORATION	INV-354161	HFS, HYPO CHLOR - BLOEDEL	1	60-03-53730-366-000	572.80
04/25	04/10/25	64235	17530	WAUSAU CHEMICAL CORPORATION	INV-354162	CAUSTIC SODA, HFS - RIPPLING CREEK	1	60-03-53730-366-000	1,504.13
04/25	04/10/25	64235	17530	WAUSAU CHEMICAL CORPORATION	INV-354163	CAUSTIC SODA, HYPO CHLOR - TREATMENT PLANT	1	60-03-53730-366-000	823.08
Total 64235:									3,415.23
<b>64236</b>									
04/25	04/10/25	64236	23091	WISKERCHEN, NANCY	Utility Ref - 5605-00	6106 TOWER RIDGE PL UTILITY OVERPAYMENT	1	60-00-46451-920-000	218.98
Total 64236:									218.98
<b>64237</b>									
04/25	04/10/25	64237	23084	YANG, ASHLEY	Utility Ref - 4422-00	2108 BUCKHORN UTILITY OVERPAYMENT	1	60-00-46451-920-000	191.86
Total 64237:									191.86

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
<b>64238</b>									
04/25	04/10/25	64238	19350	ZIENTARA FLEET EQUIPMENT INC	01210958P	HORIZONTAL E-TRACK	1	10-03-53310-353-000	158.04
Total 64238:									158.04
<b>90196</b>									
03/25	03/20/25	90196	18100	WESTON UTILITIES	Cycle 3: Q1 2025	4337-00 / 2500 PARKWAY LN: 11/15-2/15/2025	1	10-05-55210-221-000	118.88
Total 90196:									118.88
<b>90197</b>									
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2457-00012 Feb 20	HARLYN L/S: 1/29-2/25/2025	1	61-03-53610-222-000	276.31
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2457-00012 Feb 20	HARLYN L/S: 1/29-2/25/2025	2	61-03-53610-224-000	20.71
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2457-00012 Feb 20	FOX ST L/S: 1/29-2/25/2025	3	61-03-53610-222-000	768.02
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2457-00012 Feb 20	FOX ST L/S: 1/29-2/25/2025	4	61-03-53610-224-000	19.91
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2457-00012 Feb 20	JELINEK/MESKER L/S: 1/29-2/25/2025	5	61-03-53610-222-000	1,604.34
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2457-00012 Feb 20	JELINEK/MESKER L/S: 1/29-2/25/2025	6	61-03-53610-224-000	24.35
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2457-00012 Feb 20	KATHLEEN L/S: 1/29-2/25/2025	7	61-03-53610-222-000	48.54
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2457-00012 Feb 20	EC RIVER L/S: 1/29-2/25/2025	8	61-03-53610-222-000	256.88
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2457-00012 Feb 20	EC RIVER L/S: 1/29-2/25/2025	9	61-03-53610-224-000	19.29
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2457-00012 Feb 20	TANYA L/S: 1/29-2/25/2025	10	61-03-53610-222-000	136.86
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2457-00012 Feb 20	TANYA L/S: 1/29-2/25/2025	11	61-03-53610-224-000	17.81
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2457-00012 Feb 20	BUS PK SOUTH L/S: 1/29-2/25/2025	12	61-03-53610-222-000	60.05
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2457-00012 Feb 20	PARK TERRACE L/S: 1/29-2/25/2025	13	61-03-53610-222-000	50.40
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2457-00012 Feb 20	RYAN ST L/S: 1/29-2/25/2025	14	61-03-53610-222-000	587.56
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2457-00012 Feb 20	RYAN ST L/S: 1/29-2/25/2025	15	61-03-53610-224-000	21.31
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2457-00012 Feb 20	HERITAGE HILLS L/S: 1/29-2/25/2025	16	61-03-53610-222-000	66.26
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2457-00012 Feb 20	ROSS AVE L/S: 1/29-2/25/2025	17	61-03-53610-222-000	156.01
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2457-00012 Feb 20	ROSS AVE L/S: 1/29-2/25/2025	18	61-03-53610-224-000	18.09
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2457-00012 Feb 20	COLLEEN/MESKER L/S: 1/29-2/25/2025	19	61-03-53610-222-000	270.89
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2457-00012 Feb 20	COLLEEN/MESKER L/S: 1/29-2/25/2025	20	61-03-53610-224-000	18.83
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00002 Feb 20	SAFETY BLG ELECTRIC: 1/29-2/25/2025	1	10-00-14510-000-000	782.96
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00002 Feb 20	SAFETY BLG ELECTRIC: 1/29-2/25/2025	2	10-00-14520-000-000	782.96
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00002 Feb 20	SAFETY BLG GAS: 1/29-2/25/2025	3	10-00-14510-000-000	855.06
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00002 Feb 20	SAFETY BLG GAS: 1/29-2/25/2025	4	10-00-14520-000-000	855.06
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00038 Feb 20	2100 NEUPERT: 1/29-2/25/2025	1	10-05-55340-222-000	95.74
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00038 Feb 20	2100 NEUPERT: 1/29-2/25/2025	2	10-05-55340-224-000	62.49
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00056 Feb 20	ALTA VERDE - AQ CTR: 1/15-2/12/2025	1	22-05-55420-222-000	339.86
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00132 Feb 20	QUENTIN SHELTER: 1/28-2/24/2025	1	10-05-55210-222-000	26.20
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00132 Feb 20	ROGAN: 1/28-2/24/2025	2	10-05-55210-222-000	26.20
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00132 Feb 20	KENNEDY: 1/28-2/24/2025	3	10-05-55210-222-000	26.20

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00132 Feb 20	NORTHWESTERN: 1/28-2/24/2025	4	10-05-55210-222-000	26.20
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00132 Feb 20	PKWY SHELTER: 1/28-2/24/2025	5	10-05-55210-222-000	26.20
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00132 Feb 20	NORTHWESTERN PK: 1/28-2/24/2025	6	10-05-55210-222-000	27.00
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00132 Feb 20	ROBINWOOD: 1/28-2/24/2025	7	10-05-55210-222-000	26.20
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00132 Feb 20	ALTA VERDE: 1/28-2/24/2025	8	10-05-55210-222-000	54.75
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00132 Feb 20	ALTA VERDE: 1/28-2/24/2025	9	10-05-55210-224-000	93.73
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00132 Feb 20	WIFI @ KEN PK: 1/28-2/24/2025	10	10-05-55210-222-000	30.03
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00134 Feb 20	ALTA VERDE WELL: 1/29-2/25/2025	1	60-03-53720-222-000	300.37
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00134 Feb 20	ALTA VERDE WELL: 1/29-2/25/2025	2	60-03-53720-224-000	177.35
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00134 Feb 20	BUS PARK TOWER: 1/29-2/25/2025	3	60-03-53740-222-000	178.50
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00134 Feb 20	BLOEDEL WELL: 12/30-1/29/2025	4	60-03-53720-222-000	478.60
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00134 Feb 20	BLOEDEL WELL: 12/30-1/29/2025	5	60-03-53720-224-000	111.28
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00134 Feb 20	BLOEDEL WELL: 1/29-2/26/2025	6	60-03-53720-222-000	611.75
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00134 Feb 20	BLOEDEL WELL: 1/29-2/26/2025	7	60-03-53720-224-000	89.96
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00134 Feb 20	SUMMIT TOWER: 1/29-2/25/2025	8	60-03-53740-222-000	56.08
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00134 Feb 20	RIPPLING CREEK WELL: 1/29-2/25/2025	9	60-03-53720-222-000	1,671.43
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00134 Feb 20	RIPPLING CREEK WELL: 1/29-2/25/2025	10	60-03-53720-224-000	116.52
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00134 Feb 20	FOREMOST WELL/TOWER: 1/29-2/25/2025	11	60-03-53720-222-000	1,850.21
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00134 Feb 20	MESKER WELL: 1/29-2/25/2025	12	60-03-53720-222-000	243.27
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00134 Feb 20	MESKER WELL: 1/29-2/25/2025	13	60-03-53720-224-000	150.31
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00134 Feb 20	WTP/STERNBERG WELL: 1/29-2/25/2025	14	60-03-53720-222-000	1,286.34
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00134 Feb 20	WTP/STERNBERG WELL: 1/29-2/25/2025	15	60-03-53730-222-000	1,286.34
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00134 Feb 20	WTP/STERNBERG WELL: 1/29-2/25/2025	16	60-03-53720-224-000	296.45
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00134 Feb 20	WTP/STERNBERG WELL: 1/29-2/25/2025	17	60-03-53730-224-000	296.44
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00166 Feb 20	ENT. WAY - TRAF LIGHTS: 12/30-1/28/2025	1	10-03-53311-222-000	103.41
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00166 Feb 20	COMM CTR - ST LIGHTING: 12/30-1/28/2025	2	10-03-53420-222-000	124.10
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00166 Feb 20	BARBICAN AVE - ST LIGHTING: 12/30-1/28/2025	3	10-03-53420-222-000	223.58
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00166 Feb 20	ENT WAY FNTN - ST LIGHTING: 12/30-1/28/2025	4	10-03-53420-222-000	26.20
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00166 Feb 20	VILLAGE - ST LIGHTING: 12/30-1/28/2025	5	10-03-53420-222-000	14,697.87
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00166 Feb 20	ROSS - TRAF LIGHTS : 12/30-1/28/2025	6	10-03-53311-222-000	87.15
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00166 Feb 20	LANDFILL: 12/30-1/28/2025	7	18-03-53631-222-000	127.45
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00166 Feb 20	SCHOF/CHERRY - IRRIG : 12/30-1/28/2025	8	10-03-53317-222-000	26.73
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00166 Feb 20	MINISTRY - ST LIGHTING: 12/30-1/28/2025	9	10-03-53420-222-000	291.75
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00166 Feb 20	SHOREY - WARNING SIREN: 12/30-1/28/2025	10	10-02-52910-222-000	28.45
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00166 Feb 20	EVEREST/CP - TRAF LIGHTS: 12/30-1/28/2025	11	10-03-53311-222-000	115.31
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00166 Feb 20	EVEREST - WARNING SIREN: 12/30-1/28/2025	12	10-02-52910-222-000	28.58
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00166 Feb 20	BIRCH/WESTON - ST LIGHTING: 12/30-1/28/2025	13	10-03-53420-222-000	184.75
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00166 Feb 20	BIRCH/SCHOF - ST LIGHTING : 12/30-1/28/2025	14	10-03-53420-222-000	182.20
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00166 Feb 20	RECYCLE SHED: 12/30-1/28/2025	15	10-03-53312-222-000	123.63
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00166 Feb 20	WESTON/CTYX - TRAF LIGHTS : 12/30-1/28/2025	16	10-03-53311-222-000	228.18
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00166 Feb 20	ALDERSON/SCHOF - ST LIGHTING : 12/30-1/28/2025	17	10-03-53420-222-000	156.67

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00166 Feb 20	NORMANDY/SCHOF - ST LIGHTING: 12/30-1/28/2025	18	10-03-53420-222-000	119.80
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00166 Feb 20	BIRCH/WESTON - TRAF LIGHTS : 12/30-1/28/2025	19	10-03-53311-222-000	64.27
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00166 Feb 20	CROSS POINTE - ST LIGHTING: 12/30-1/28/2025	20	10-03-53420-222-000	176.61
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00166 Feb 20	HOWLAND AVE - ST LIGHTING: 12/30-1/28/2025	21	10-03-53420-222-000	67.44
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00166 Feb 20	BUS PK - ST LIGHTING: 12/30-1/28/2025	22	10-03-53420-222-000	696.65
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00166 Feb 20	CTY RD J-SIGN - ST LIGHTING : 12/30-1/28/2025	23	10-03-53420-222-000	32.95
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00166 Feb 20	ALDERSON/SCHOF - TRAF LIGHTS : 12/30-1/28/2025	24	10-03-53311-222-000	60.84
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00166 Feb 20	BIRCH/SCHOF - TRAF LIGHTS: 12/30-1/28/2025	25	10-03-53311-222-000	64.27
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00166 Feb 20	CP/SCHOF - TRAF LIGHTS: 12/30-1/28/2025	26	10-03-53311-222-000	69.70
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00166 Feb 20	SCHOFIELD - TRAF LIGHTS: 12/30-1/28/2025	27	10-03-53311-222-000	51.72
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00166 Feb 20	ZINSER - WAY FINDING SIGNS: 12/30-1/28/2025	28	10-03-53420-222-000	31.89
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00166 Feb 20	RICKYVAL - WAY FINDING SIGNS: 12/30-1/28/2025	29	10-03-53420-222-000	29.38
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00166 Feb 20	RYAN - WAY FINDING SIGNS: 12/30-1/28/2025	30	10-03-53420-222-000	32.02
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00166 Feb 20	WESTON/PROG - WAY FINDING SIGNS: 12/30-1/28/2025	31	10-03-53420-222-000	32.16
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00166 Feb 20	MUSKIE - WARNING SIREN: 12/30-1/28/2025	32	10-02-52910-222-000	28.19
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00166 Feb 20	WINDSOR DR - AERATOR: 12/30-1/28/2025	33	63-03-53655-222-000	26.20
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00166 Feb 20	BIRCH - PED BRIDGE LIGHTING: 12/30-1/28/2025	34	10-03-53420-222-000	93.49
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00207 Feb 20	NEW MUN CTR ELECTRIC: 1/28-2/25/2025	1	10-01-51600-222-000	3,709.31
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00207 Feb 20	NEW MUN CTR GAS: 1/28-2/25/2025	2	10-01-51600-224-000	2,711.69
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00233 Feb 20	3512 CAMP PHILLIPS RD WELL: 1/28-2/25/2025	1	60-03-53720-222-000	3,404.47
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00233 Feb 20	3512 CAMP PHILLIPS RD WELL: 1/28-2/25/2025	2	60-03-53720-224-000	141.98
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00236 Feb 20	TROTZER LIFT STATION: 1/16-2/14/2025	1	61-03-53610-222-000	285.58
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00236 Feb 20	TROTZER LIFT STATION: 1/16-2/14/2025	2	61-03-53610-224-000	20.02
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00241 Feb 20	COLONIAL GARDEN: BIRCH ST: 1/28-2/24/2025	1	60-03-53740-222-000	135.27
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00242 Feb 20	STILLWATER: SCHOFIELD AVE: 1/28-2/24/2025	1	60-03-53740-222-000	139.37
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00243 Feb 20	WESTON MANOR: FULLER ST: 1/28-2/24/2025	1	60-03-53740-222-000	96.27
03/25	03/22/25	90197	18990	WISCONSIN PUBLIC SERVICE	2484-00249 Feb 20	SCHOFIELD AT MESKER AVE: 1/29-2/25/2025	1	10-03-53311-222-000	92.83

Total 90197:

46,950.84

**90198**

03/25	03/26/25	90198	22494	WEX BANK	Feb 2025	FUEL PURCHASES -BLD INSP: 2/1-2/28/25	1	10-02-52400-351-000	125.08
03/25	03/26/25	90198	22494	WEX BANK	Feb 2025	FUEL PURCHASES -PARKS: 2/1-2/28/25	2	10-05-55210-351-000	490.55
03/25	03/26/25	90198	22494	WEX BANK	Feb 2025	FUEL PURCHASES -REBATE: 2/1-2/28/25	3	10-03-53310-351-000	-724.29
03/25	03/26/25	90198	22494	WEX BANK	Feb 2025	FUEL PURCHASES -STREET: 2/1-2/28/25	4	10-03-53310-351-000	9,512.65
03/25	03/26/25	90198	22494	WEX BANK	Feb 2025	FUEL PURCHASES -STREET SUPT.: 2/1-2/28/25	5	10-03-53170-351-000	189.87
03/25	03/26/25	90198	22494	WEX BANK	Feb 2025	FUEL PURCHASES -WATER: 2/1-2/28/25	6	60-03-53780-351-000	657.57

Total 90198:

10,251.43

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
<b>90199</b>									
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	HEADBEND AND HARD HAT ADAPTERS	1	61-03-53610-349-000	591.65
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	HEADBEND AND HARD HAT ADAPTERS	2	61-03-53610-349-000	560.80
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	CREDIT HEADBEND AND HARD HAT ADAPTERS	3	61-03-53610-349-000	-591.65
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	ICE FOR WATER SAMPLE	4	60-03-53730-349-000	9.18
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	ICE FOR WATER SAMPLE	5	60-03-53730-349-000	6.49
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	DYMO PRINTER FOR ELECTION ABSENTEES - GIGL	6	10-01-51440-310-000	85.59
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	CHECK SCANNER INKJET CARTRIDGE	7	10-01-51450-310-000	111.61
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	FUTURE VOTER STICKERS FOR ELECTION	8	10-01-51440-310-000	34.86
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	FEBRUARY PRIMARY ELECTION - FOOD FOR INSPECTORS	9	10-01-51440-310-000	108.52
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	FEBRUARY PRIMARY ELECTION - SNACKS FOR INSPECTOR	10	10-01-51440-310-000	69.35
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	FEBRUARY PRIMARY ELECTION - FOOD FOR ELECTION INS	11	10-01-51440-310-000	245.69
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	WDH FEE ELECTRONIC NEWS	12	10-01-51450-322-000	9.99
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	GENERAL OFFICE - YELLOW ENVELOPES 9X12	13	10-01-51450-310-000	19.79
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	CANVA YEARLY FEE	14	10-01-51450-310-000	119.99
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	MONTHLY APPLE CLOUD FEE	15	10-01-51450-286-000	2.99
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	REPLACEMENT KEYBOARD FOR UTILITY LAB COMPUTER	16	61-03-53610-314-000	25.97
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	REPLACEMENT KEYBOARD FOR UTILITY LAB COMPUTER	17	60-03-53780-314-000	25.98
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	COMPUTER FOR UTILITY LAB TO BE USED TO PROJECT TO	18	61-03-53610-314-000	349.50
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	COMPUTER FOR UTILITY LAB TO BE USED TO PROJECT TO	19	60-03-53780-314-000	349.50
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	BATTERIES FOR SEWER TELEVISIONS VAN	20	61-03-53610-314-000	749.00
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	ADDITIONAL POWER CHARGES AND CABLES FOR NEW IPA	21	61-03-53610-314-000	44.84
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	ADDITIONAL POWER CHARGES AND CABLES FOR NEW IPA	22	60-03-53780-314-000	44.84
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	SCREEN PROTECTORS AND CASES FOR NEW IPADS	23	61-03-53610-314-000	60.72
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	SCREEN PROTECTORS AND CASES FOR NEW IPADS	24	60-03-53780-314-000	60.72
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	SCREEN PROTECTORS	25	61-03-53610-314-000	9.43
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	SCREEN PROTECTORS	26	60-03-53780-314-000	9.44
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	APPLE DEVICE DEPLOYMENT SOFTWARE LICENSE	27	10-01-51450-286-000	48.00
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	MONTHLY ZOOM LICENSE	28	10-01-51450-286-000	47.97
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	TEMPLATE GUIDES ON MICROSOFT POWER APPS FOR CRO	29	10-01-51450-157-000	15.81
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	ANNUAL FEE FOR NETWORK SECURITY SOFTWARE	30	10-01-51450-284-000	2,247.23
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	REPLACEMENT MONITORS FOR TRAUTMAN OFFICE	31	10-01-51450-809-000	339.98
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	MONITOR STAND FOR TRAUTMAN OFFICE	32	10-01-51450-310-000	39.87
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	LOCAL GOVERNMENT BASICS (LWMMI) ACCESS	33	10-01-51410-322-000	95.00
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	EMPLOYEE AWARDS	34	10-01-51410-172-000	1,000.00
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	Q1 ALL STAFF MEETING LUNCHEON SUPPLIES	35	10-01-51450-310-000	172.63
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	MONTHLY ICC SUBSCRIPTION	36	10-02-52400-322-000	9.75
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	MEVERDEN 2025 WI WINTER CODE UPDATES	37	10-02-52400-325-000	375.00
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	INSPECTION NONCOMPLIANCE & FINAL REPORT	38	10-02-52400-312-000	22.77
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	AED BATTERIES AND HINGES FOR RESERVATION BOXES	39	10-05-55210-390-000	60.96
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	UNIT 231 REAR FENDER	40	10-03-53312-353-000	112.99

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	STAINLESS HOSE HANGERS, BRUSH HOOKS FOR BUILDING	41	10-03-53310-247-000	198.56
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	HYDRAULIC FITTING RESTOCK	42	10-03-53310-353-000	175.57
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	CONCRETE REPAIR EPOXY	43	10-03-53310-344-000	182.00
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	WRENCH ORGANIZERS	44	10-03-53312-353-000	28.49
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	TIRE MACHINE VALVE	45	10-03-53310-353-000	99.57
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	WESTERM PLOW CYLINDERS	46	10-03-53312-353-000	275.48
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	WASHBAY WAND FITTINGS	47	10-03-53310-247-000	32.74
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	UNIT 526 FUSE HOLDERS, CONNECTORS	48	10-03-53310-353-000	77.85
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	UNIT 26 CONNECTORS	49	10-03-53310-353-000	64.01
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	WASHBAY CHEMICAL MIXER	50	10-03-53310-247-000	60.60
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	WRWA CONFERENCE - DIETSCH	51	61-03-53613-157-000	440.00
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	WRWA CONFERENCE - JOHN	52	61-03-53613-157-000	440.00
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	WRWA CONFERENCE CONVIENCE FEE	53	61-03-53613-157-000	15.00
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	WRWA CONFERENCE CONVIENCE FEE	54	61-03-53613-157-000	15.00
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	SAMS CLUB: PLATES & FORKS	55	10-01-51450-390-000	68.92
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	SAMS CLUB: BUNS, DESSERTS FOR ALL STAFF MEETING	56	10-01-51450-390-000	47.68
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	WGFOA MEMBERSHIP - TRAUTMAN	57	10-01-51520-324-000	25.00
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	TELEVISIONING VAN BATTERY CHARGER	58	61-03-53606-352-000	136.32
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	WODALSKI - APWA MEMBERSHIP DUES	59	10-03-53100-324-000	260.00
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	DOLAN - APWA MEMBERSHIP DUES	60	10-03-53170-324-000	260.00
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	DOLAN - ASCE MEMBERSHIP	61	60-03-53780-324-000	376.00
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	TELEVISIONING VAN BATTERY CONNECTIONS	62	61-03-53606-352-000	109.90
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	TURN ARROW STENCIL	63	10-03-53310-239-000	176.00
03/25	03/20/25	90199	21761	U.S. BANK CORPORATE PAYMENT SY	4279March2025	TELEVISIONING VAN MONITOR MOUNT	64	61-03-53606-352-000	33.24
Total 90199:									11,300.68
Grand Totals:									3,233,193.80

Dated \_\_\_\_\_

Finance Committee Chairperson \_\_\_\_\_

Report Criteria:

Includes the following check types:

Manual, Payroll, Supplemental, Termination, Void

Includes unprinted checks

[Report].Check number = 50000-999999

---

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Description	GL Account	Amount
Grand Totals:			<u>          </u>					<u>          </u>
			<u>          </u>					<u>          </u>
			<u>          </u> 0					<u>          </u>

---

# REQUEST FOR CONSIDERATION

**PUBLIC MTG/DATE:** Board of Trustees, April 21, 2025

**DESCRIPTION:** Renewal of Weights and Measures Licenses for the 2025- 2026 licensing term.

**FROM:** Sarah Chibeya, Deputy Clerk

**QUESTION:** Should the Board of Trustees approve renewing the Weights and Measures Licenses for the 2025-2026 licensing term?

## BACKGROUND

The attached Weights and Measures applications and fees were processed by staff. The Village pays the state for the services of the State Inspector. The licensing fees collected by the Village are then used to pay the State for the service provided by their Inspector.

**ATTACHED DOCS:** EVOLVE REPORT

**COMMITTEE ACTION:** N/A

**FISCAL IMPACT:** None

**RECOMMENDATION:** STAFF RECOMMENDS APPROVAL

## RECOMMENDED LANGUAGE FOR OFFICIAL ACTION

**I move to approve the Weight and Measures Licenses for the 2025-2026 licensing term.**

**ADDITIONAL ACTION:** MAIL OUT APPROVED LICENSES.



## BOT Date 4/21/2025

License ID	License Type	Name	Business	Premise Desc	Begin Dt	End Dt	MBMPD Approval	CLPS	BOT
<b>9044 - Weights and Measures</b>									
30847	9044 - Weights and Measures	Barnes, Darlene	Red Clover Market		07/01/2025	06/30/2026			
30843	9044 - Weights and Measures	Becker, Kevin	Country Fresh Meats		07/01/2025	06/30/2026			
30831	9044 - Weights and Measures	Bostroom, Lowell	Ace Hardware Center		07/01/2025	06/30/2026			
30802	9044 - Weights and Measures	COUSINEAU, BILL	Cousineau Auto		07/01/2025	06/30/2026			
30836	9044 - Weights and Measures	Nething, William T	The Dispensary		07/01/2025	06/30/2026			



## BOT Date 4/21/2025

License ID	License Type	Name	Business	Premise Desc	Begin Dt	End Dt	MBMPD Approval	CLPS	BOT
<b>9044 - Weights and Measures</b>									
30328	9044 - Weights and Measures New	Vue, Song	Song Vue		07/01/2025	06/30/2026			
30346	9044 - Weights and Measures New	Yang, True	True Yang		07/01/2025	06/30/2026			

# REQUEST FOR CONSIDERATION

**PUBLIC MTG/DATE:** Board of Trustees, April 21, 2025

**DESCRIPTION:** Renewal of Commercial Animal Establishment License for Ace Hardware for the 2025-2026 Licensing Term.

**FROM:** Sarah Chibeya, Deputy Clerk

**QUESTION:** Should the Board of Trustees approve renewing the Commercial Animal Establishment License for Ace Hardware for the 2025-2026 licensing term?

## BACKGROUND

The Commercial Animal Establishment License for Ace Hardware will expire on June 30th. Staff is in receipt of their signed application to renew for the 2025/2026 term. Staff is not aware of any concerns related to the issuance of the Commercial Animal Establishment License for Ace Hardware.

**ATTACHED DOCS:** EVOLVE REPORT

**COMMITTEE ACTION:** N/A

**FISCAL IMPACT:** None

**RECOMMENDATION:** STAFF RECOMMENDS APPROVAL

## RECOMMENDED LANGUAGE FOR OFFICIAL ACTION

**I move to approve the attached listing of Commercial Animal Establishment License for the 2025/2026 Licensing term.**

**ADDITIONAL ACTION:** MAIL OUT APPROVED LICENSES.



**BOT Date 4/21/2025**

License ID	License Type	Name	Business	Premise Desc	Begin Dt	End Dt	MBMPD Approval	CLPS	BOT
<b>9036 - Commercial Animal Establishment - Pet Shops</b>									
30788	9036 - Commercial Animal Establishment - Pet Shops	Bostroom, Lowell	Ace Hardware Center		07/01/2025	06/30/2026			

# REQUEST FOR CONSIDERATION

**PUBLIC MTG/DATE:** Board of Trustees, April 21, 2025

**DESCRIPTION:** Renewal of Cigarette, Tobacco, and Electronic Vaping Licenses for the 2025-2026 Licensing Term.

**FROM:** Sarah Chibeya, Deputy Clerk

**QUESTION:** Should the Board of Trustees approve renewing the attached listing of Cigarette, Tobacco, and Electronic Vaping licenses for the 2025-2026 licensing term?

## BACKGROUND

The attached listing of Cigarette, Tobacco, and Electronic Vaping Licenses will expire on June 30, 2025. Staff is in receipt of their signed applications to renew for the 2025-2026 term. Staff is not aware of any concerns related to these establishments selling cigarettes.

**ATTACHED DOCS:** EVOLVE REPORT

**COMMITTEE ACTION:** N/A

**FISCAL IMPACT:** None

**RECOMMENDATION:** STAFF RECOMMENDS APPROVAL

## RECOMMENDED LANGUAGE FOR OFFICIAL ACTION

**I move to approve the renewal of the attached listing of Cigarette, Tobacco, and Electronic Vaping license for the 2025-2026 licensing term.**

**ADDITIONAL ACTION:** MAIL OUT APPROVED LICENSES.



## BOT Date 4/21/2025

License ID	License Type	Name	Business	Premise Desc	Begin Dt	End Dt	MBMPD Approval	CLPS	BOT
<b>9034 - Cigarette, Tobacco, and Electronic Vaping</b>									
30727	9034 - Cigarette, Tobacco, and Electronic Vaping	Nething, William T	The Dispensary		07/01/2025	06/30/2026			
30725	9034 - Cigarette, Tobacco, and Electronic Vaping	Rhinehart, Ross A	Weston Wine & Spirits		07/01/2025	06/30/2026			

# REQUEST FOR CONSIDERATION

**PUBLIC MTG/DATE:** Board of Trustees, April 21, 2025

**DESCRIPTION:** M & J Higuera Companies LLC dba Osso Bucco Ristorante applied for a New "Class B" Intoxicating Liquor License for the 2024-2025 licensing term.

**FROM:** Sarah Chibeya, Deputy Clerk

**QUESTION:** Should the Board of Trustees approve the Class "B" Fermented Malt Beverage & and non-reserve "Class B" Intoxicating Liquor License for the 2024- 2025 licensing term?

## BACKGROUND

M & J Higuera Companies LLC was picked in the "Class B" Intoxicating Liquor License lottery drawing. M & J Higuera Companies LLC has applied for a New Class "B" Fermented Malt Beverage & "Class B" Intoxicating Liquor License (combination). Background checks have been conducted on all agents/members by MBPD. The publication requirement has been met.

**ATTACHED DOCS:** EVOLVE REPORT

**COMMITTEE ACTION:** N/A

**FISCAL IMPACT:** None

**RECOMMENDATION:** STAFF RECOMMENDS APPROVAL

## RECOMMENDED LANGUAGE FOR OFFICIAL ACTION

**I move to approve the Class "B" Fermented Malt Beverage & "Class B" Intoxicating Liquor License for M & J Higuera Companies LLC.**

**ADDITIONAL ACTION:** MAIL OUT APPROVED LICENSES.



**BOT Date 4/21/2025**

License ID	License Type	Name	Business	Premise Desc	Begin Dt	End Dt	MBMPD Approval	CLPS	BOT
<b>9165 - Class "B" Fermented Malt Beverage &amp; "Class B" Intoxicating Liquor New</b>									
31177	9165 - Class "B" Fermented Malt Beverage & "Class B" Intoxicating Liquor New	Higuera Velderrain, Marco Antonio	Osso Buco	Locked cabinet, walk in cooler, under counter cooler, bar area shelves	04/21/2025	06/30/2025	Yes		

# REQUEST FOR CONSIDERATION

**PUBLIC MTG/DATE:** Board of Trustees, April 21, 2025

**DESCRIPTION:** Renewal of Lodging License for the 2025- 2026 licensing term.

**FROM:** Sarah Chibeya, Deputy Clerk

**QUESTION:** Should the Board of Trustees Lodging License for the 2025- 2026 licensing term?

## BACKGROUND

Per Section 78.107 of the Municipal Code, any person furnishing rooms or lodging shall file and application for a License/Permit to operate a Hotel or Motel in The Village. The attached listing of Lodging Permit Licenses will expire on June 30, 2025. Staff is in receipt of their applications to renew for the 2025-2026 term. Staff is not aware of any issues related to these establishments holding a Lodging Permit License.

**ATTACHED DOCS:** EVOLVE REPORT

**COMMITTEE ACTION:** N/A

**FISCAL IMPACT:** None

**RECOMMENDATION:** STAFF RECOMMENDS APPROVAL

## RECOMMENDED LANGUAGE FOR OFFICIAL ACTION

**I move to approve the renewal of the Lodging License for the 2025/2026 Licensing Term.**

**ADDITIONAL ACTION:** MAIL OUT APPROVED LICENSES.



## BOT Date 4/21/2025

License ID	License Type	Name	Business	Premise Desc	Begin Dt	End Dt	MBMPD Approval	CLPS	BOT
<b>9037 - Lodging Permit</b>									
30791	9037 - Lodging Permit	Malwitz, Keith	Holiday Inn Express & Suites		07/01/2025	06/30/2026			
30795	9037 - Lodging Permit	Patel, Bharatkumar	Comfort Inn & Suites		07/01/2025	06/30/2026			
30790	9037 - Lodging Permit	Patel, Rajshree	AmericInn of Weston		07/01/2025	06/30/2026			

# REQUEST FOR CONSIDERATION

**PUBLIC MTG/DATE:** Board of Trustees, April 21, 2025

**DESCRIPTION:** Renewal of Salvage License for the 2025- 2026 licensing term.

**FROM:** Sarah Chibeya, Deputy Clerk

**QUESTION:** Should the Board of Trustees Salvage License for the 2025- 2026 licensing term?

## BACKGROUND

Village Staff received the attached Salvage license application for V & K Truck Equipment and Cousineau Auto for renewal. The license will expire on 6/30/2025. Staff is not aware of any concerns related to the issuance of this license.

**ATTACHED DOCS:** EVOLVE REPORT

**COMMITTEE ACTION:** N/A

**FISCAL IMPACT:** None

**RECOMMENDATION:** STAFF RECOMMENDS APPROVAL

## RECOMMENDED LANGUAGE FOR OFFICIAL ACTION

**I move to approve the renewal of the Salvage License for V & K Truck Equipment and Cousineau Auto the 2025/2026 Licensing Term.**

**ADDITIONAL ACTION:** MAIL OUT APPROVED LICENSES.



## BOT Date 4/21/2025

License ID	License Type	Name	Business	Premise Desc	Begin Dt	End Dt	MBMPD Approval	CLPS	BOT
<b>9041 - Salvage</b>									
30801	9041 - Salvage	COUSINEAU, BILL	Cousineau Auto		07/01/2025	06/30/2026			
30799	9041 - Salvage	Kufahl, Virgil	V&K Truck Equipment		07/01/2025	06/30/2026			

# REQUEST FOR CONSIDERATION

**PUBLIC MTG/DATE:** Board of Trustees, April 21, 2025

**DESCRIPTION:** Renewal of Adult Oriented Establishment License for the 2025- 2026 licensing term.

**FROM:** Sarah Chibeya, Deputy Clerk

**QUESTION:** Should the Board of Trustees Adult Oriented Establishment License for the 2025- 2026 licensing term?

## BACKGROUND

Village Staff received the attached Adult Oriented Establishment license application for Secrets II for renewal. The license will expire on 6/30/2025. The application was sent to Mountain Bay Metro Police for background checks on all agents/members. Staff is not aware of any concerns related to the issuance of this license.

**ATTACHED DOCS:** EVOLVE REPORT

**COMMITTEE ACTION:** N/A

**FISCAL IMPACT:** None

**RECOMMENDATION:** STAFF RECOMMENDS APPROVAL

## RECOMMENDED LANGUAGE FOR OFFICIAL ACTION

**I move to approve the renewal of the Secrets II, Adult Oriented Establishment License for the 2025/2026 Licensing Term.**

**ADDITIONAL ACTION:** MAIL OUT APPROVED LICENSES.



## BOT Date 4/21/2025

License ID	License Type	Name	Business	Premise Desc	Begin Dt	End Dt	MBMPD Approval	CLPS	BOT
30401	9030 - Adult Establishment	Hrncirik, Scott	Secrets II		07/01/2025	06/30/2026			

# REQUEST FOR CONSIDERATION

**PUBLIC MTG/DATE:** Board of Trustees, April 21, 2025

**DESCRIPTION:** Renewal of Class "A" Fermented Malt Beverage & "Class A" Intoxicating Liquor, Class "B" Fermented Malt Beverage, Class "B" Fermented Malt Beverage & "Class B" Intoxicating Liquor Licenses for the 2025- 2026 licensing term.

**FROM:** Sarah Chibeya, Deputy Clerk

**QUESTION:** Should the Board of Trustees approve Renewal of Class "A" Fermented Malt Beverage & "Class A" Intoxicating Liquor, Class "B" Fermented Malt Beverage, Class "B" Fermented Malt Beverage & "Class B" Intoxicating Liquor Licenses for the 2025- 2026 licensing term?

## BACKGROUND

Village Staff received the attached alcohol applications for renewal. Applications were sent to Mountain Bay Metro Police for background checks on all agents/members. The publication requirement has been met. Per state statues any applications for liquor license filed before April 15<sup>th</sup> must be acted upon by June 15<sup>th</sup>. The renewal applications were mailed out February 2025.

**ATTACHED DOCS:** EVOLVE REPORT

**COMMITTEE ACTION:** N/A

**FISCAL IMPACT:** None

**RECOMMENDATION:** STAFF RECOMMENDS APPROVAL

## RECOMMENDED LANGUAGE FOR OFFICIAL ACTION

**I move to approve the Renewal of Class "A" Fermented Malt Beverage & "Class A" Intoxicating Liquor, Class "B" Fermented Malt Beverage, Class "B" Fermented Malt Beverage & "Class B" Intoxicating Liquor Licenses for the 2025-2026 licensing term.**

**ADDITIONAL ACTION:** MAIL OUT APPROVED LICENSES.



## BOT Date 4/21/2025

License ID	License Type	Name	Business	Premise Desc	Begin Dt	End Dt	MBMPD Approval	CLPS	BOT
<b>9021 - Class "A" Fermented Malt Beverage &amp; "Class A" Intoxicating Liquor</b>									
30751	9021 - Class "A" Fermented Malt Beverage & "Class A" Intoxicating Liquor	Anderson, Kim Louise	ALDI #98	Single-Story brick building, backroom, salesfloor, office	07/01/2025	06/30/2026			
30750	9021 - Class "A" Fermented Malt Beverage & "Class A" Intoxicating Liquor	Rhinehart, Ross A	Weston Wine & Spirits	2700 sq ft front retail displays, 1249 sq ft storage back room	07/01/2025	06/30/2026			



## BOT Date 4/21/2025

License ID	License Type	Name	Business	Premise Desc	Begin Dt	End Dt	MBMPD Approval	CLPS	BOT
<b>9022 - Class "B" Fermented Malt Beverage</b>									
30764	9022 - Class "B" Fermented Malt Beverage	Malwitz, Keith	Holiday Inn Express & Suites	Gift shop, first floor storage room	07/01/2025	06/30/2026			
30757	9022 - Class "B" Fermented Malt Beverage	Patel, Bharatkumar	Comfort Inn & Suites	5810 Schofield Ave, Weston, WI & 1st floor bar storage behind front desk	07/01/2025	06/30/2026			
30759	9022 - Class "B" Fermented Malt Beverage	Patel, Rajshree	AmericInn of Weston	Behind guest counter in cooler, Storage in office	07/01/2025	06/30/2026			



**BOT Date 4/21/2025**

License ID	License Type	Name	Business	Premise Desc	Begin Dt	End Dt	MBMPD Approval	CLPS	BOT
<b>9023 - Class "B" Fermented Malt Beverage &amp; "Class B" Intoxicating Liquor</b>									
30775	9023 - Class "B" Fermented Malt Beverage & "Class B" Intoxicating Liquor	James, Brandon Jesse	Central WI Speakeasy, LLC	Main Bar/Lounge/Front Porch/Back Bar/Basement Storage	07/01/2025	06/30/2026			
30767	9023 - Class "B" Fermented Malt Beverage & "Class B" Intoxicating Liquor	Mortensen, Dana Carmin	Hutch's Kelly Club LLC.	Bar, basement, storage, concessions & softball field	07/01/2025	06/30/2026			
30778	9023 - Class "B" Fermented Malt Beverage & "Class B" Intoxicating Liquor	Woznicki, Terry M	Down the Hill Bar	Bar Area, Cooler	07/01/2025	06/30/2026			

# REQUEST FOR CONSIDERATION

<b>Public Mtg/Date:</b>	<b>Village Board – 4/21/2025</b>
<b>Description:</b>	<b>Acknowledge transmittal of 2024 Municipal Separate Storm Sewer System (MS4) Annual Report to the Wisconsin Department of Natural Resources</b>
<b>From:</b>	<b>Michael Wodalski, P.E., Director of Public Works</b>
<b>Question:</b>	<b>Should the Village Board acknowledge the submittal of the Village’s annual MS4 Report?</b>

## Background

Pursuant to Wis. Adm. Code NR216.07(8) an owner or operator of a Municipal Separate Storm Sewer System (MS4) is required to submit an annual report to the Department of Natural Resources (DNR) by March 31 of each year. Attached is the Village of Weston’s report for 2024 in compliance with the Administrative Code.

As you may note reading through the annual permit, there are several items the DNR is asking for more exact information on than in years past which is requiring us to keep track of more data. We are working with the Planning and Zoning Department to better track the erosion control inspection and enforcement actions taken throughout the year. There are also new requirements related to the Wisconsin River Total Maximum Daily Load (TMDL) for phosphorus removal which will require the Village to take on future capital projects to improve storm water quality prior to it entering our rivers and streams.

The Village is compliant when it comes to the Total Suspended Solids (TSS) requirements, but we still have some work to do to achieve the TMDL phosphorous reduction of 68.6% in each watershed in the Village. Overall, the Village has a 50.4% Total Phosphorus (TP) reduction. The table below shows the current pollutant reduction areas.

Pollutant	MS4 Permit Required Reductions (%)	Site Specific Criteria (SSC) Required Reductions (%)	Existing Conditions Reduction (%)	Pollutant Reduction Gap (% , lb)
TSS	20	NA	153: 42.2 154: 46.5 155: 48.3 263: 59.2 289: 99.3 290: 50.8	NA
TP	NA	153: 68.6 154: 68.6 155: 68.6 263: 68.6 289: 68.6 290: 68.6	153: 32.3 154: 45.5 155: 47.4 263: 52.7 289: 99.2 290: 48.8	153: -36.3 (34.9 lb) 154: -23.1 (138.7 lb) 155: -21.2 (356.7 lb) 263: -15.9 (46.8 lb) 289: +30.6 (32.9 lb) 290: -19.8 (78.9 lb)

# REQUEST FOR CONSIDERATION

As part of the Capital Plan we are currently working on the BUS 51 Storm Pond and the Fuller St project also will involve a larger regional pond. The BUS 51 Pond is expected to remove 122 pounds of phosphorus annually which will nearly close the gap in the 154 watershed that currently has a 138.7 pound reduction gap. The Fuller St project is within the 155 watershed which has our largest gap which is currently 356.7 pounds of phosphorous.

---

**Attached Docs:** - 2024 MS4 Report

---

**Committee Action:** - Public Works Acknowledged the Report

---

**Fiscal Impact:** - Storm water activities are paid for out of the Storm Water Utility Fund.

---

**Recommendation:** Staff recommends acknowledging the report.

## Recommended Language for Official Action

**I move to acknowledge the 2024 Village of Weston Municipal Separate Storm Sewer System (MS4) Report.**

**Or, Something else**

---

Additional action:

# Submittal of Annual Reports and Other Compliance Documents for Municipal Separate Storm Sewer System (MS4) Permits

NOTE: Missing or incomplete fields are highlighted at the bottom of each page. You may save, close and return to your draft permit as often as necessary to complete your application. After 120 days your draft is **deleted**.

Form 3400-224(R8/2021)

## Reporting Information :

Will you be completing the Annual Report or other submittal type?  Annual Report  Other

**Project Name:** 2024 Annual Report

**County:** Marathon

**Municipality:** Weston, Village

**Permit Number:** S050075

**Facility Number:** 31060

**Reporting Year:** 2024

Is this submittal also satisfying an Urban Nonpoint Source Grant funded deliverable?  Yes  No

## Required Attachments and Supplemental Information

Please complete the contents of each tab to submit your MS4 permit compliance document. The information included in this checklist is necessary for a complete submittal. A complete and detailed submittal will help us review about your MS4 permit document. To help us make a decision in the shortest amount of time possible, the following information must be submitted:

### Annual Report

- Review related web site and instructions for [Municipal storm water permit eReporting](#) [Exit Form]
- Complete all required fields on the annual report form and upload required attachments
- Attach the following other supporting documents as appropriate using the attachments tab above
  - Public Education and Outreach Annual Report Summary
  - Public Involvement and Participation Annual Report Summary
  - Illicit Discharge Detection and Elimination Annual Report Summary
  - Construction Site Pollution Control Annual Report Summary
  - Post-Construction Storm Water Management Annual Report Summary
  - Pollution Prevention Annual Report Summary
    - Leaf and Yard Waste Management
    - Municipal Facility (BMP) Inspection Report
    - Municipal Property SWPPP
    - Municipally Property Inspection Report
    - Winter Road Maintenance
  - Storm Sewer Map Annual Report Attachment
  - Storm Water Quality Management Annual Report Attachment
  - TMDL Attachment
  - Storm Water Consortium/Group Report

- Municipal Cooperation Attachment
- Other Annual Report Attachment
  
- Attach the following permit compliance documents as appropriate using the attachments tab above
  - Storm Water Management Program
    - Public Education and Outreach Program
    - Public Involvement and Participation Program
    - Illicit Discharge Detection and Elimination Program
    - Construction Site Pollutant Control Program
    - Post-Construction Storm Water Management Program
    - Pollution Prevention Program
      - Municipal Storm Water Management Facility (BMP) Inventory
      - Municipal Storm Water Management Facility (BMP) Inspection and Maintenance Plan
  - Total Maximum Daily Load documents (*\*if applicable, see permit for due dates.*)
    - TMDL Mapping\*
    - TMDL Modeling\*
    - TMDL Implementation Plan\*
    - Fecal Coliform Screening Parameter \*
    - Fecal Coliform Inventory and Map (*S050075-03 general permittees Appendix B B.5.2 – document due to the department by March 31, 2022*)
    - Fecal Coliform Source Elimination Plan (*S050075-03 general permittees Appendix B - document due to the department by October 31, 2023*)
  
- Sign and Submit form

**Municipal Contact Information- Complete**

**Notice:** Pursuant to s. NR 216.07(8), Wis. Adm. Code, an owner or operator of a Municipal Separate Storm Sewer System (MS4) is required to submit an annual report to the Department of Natural Resources (Department) by March 31 of each year to report on activities for the previous calendar year ("reporting year"). This form is being provided by the Department for the user's convenience for reporting on activities undertaken in each reporting year of the permit term. Personal information collected will be used for administrative purposes and may be provided to the extent required by Wisconsin's Open Records Law [ss. 19.31-19.39, Wis. Stats.].

**Note:** Compliance items must be submitted using the Attachments tab.

**Municipality Information**

**Name of Municipality:** Weston, Village

**Facility ID # or (FIN):** 31060

**Updated Information:**  Check to update mailing address information

**Mailing Address:** 4747 Camp Phillips Rd

**Mailing Address 2:**

**City:** Weston, Village

**State:** WI

**Zip Code:** 54476      xxxxx or xxxxx-xxxx

**Primary Municipal Contact Person (Authorized Representative for MS4 Permit)**

The "Authorized Representative" or "Authorized Municipal Contact" includes the municipal official that was charged with compliance and oversight of the permit conditions, and has signature authority for submitting permit documents to the Department (i.e., Mayor, Municipal Administrator, Director of Public Works, City Engineer).

Select to **create new** primary contact

**First Name:** Michael

**Last Name:** Wodalski

Select to **update** current contact information

**Title:** Dir of Public Works

**Mailing Address:** 4747 Camp Phillips Rd

**Mailing Address 2:**

**City:** Weston

**State:** WI

**Zip Code:** 54476-4395      xxxxx or xxxxx-xxxx

**Phone Number:** 715-241-2636      Ext:      xxx-xxx-xxxx

**Email:** mwodalski@westonwi.gov

**Additional Contacts Information (Optional)**

- I&E Program
- IDDE Program
- IDDE Response Procedure Manual

Individual with responsibility for:  
(Check all that apply)

- Municipal-wide Water Quality Plan
- Ordinances
- Pollution Prevention Program
- Post-Construction Program
- Winter roadway maintenance

First Name:

Last Name:

Title:

Mailing Address:

Mailing Address 2:

City:

State:

Zip Code:

 xxxxx or xxxxx-xxxx

Phone Number:

 Ext:  xxx-xxx-xxxx

Email:

### Municipal Billing Contact Person (Authorized Representative for MS4 Permit)

Select to **create new** Billing contact

First Name:

Last Name:

Select to **update** current contact information

Title:

Mailing Address:

Mailing Address 2:

City:

State:

Zip Code:

 xxxxx or xxxxx-xxxx

Phone Number:

 Ext:  xxx-xxx-xxxx

Email:

1. Does the municipality rely on another entity to satisfy some of the permit requirements?

Yes  No

Public Education and Outreach North Central Wisconsin Stormwater Coalition

Public Involvement and Participation North Central Wisconsin Stormwater Coalition

Illicit Discharge Detection and Elimination

Construction Site Pollutant Control

Post-Construction Storm Water Management

---

Pollution Prevention

2. Has there been any changes to the municipality's participation in group efforts towards permit compliances (i.e., the municipality has added or dropped consortium membership)?

Yes  No

**Minimum Control Measures- Section 1 : Complete****1. Public Education and Outreach**

- a. Does MS4 conduct any educational efforts or events independently (not with a group)  Yes  
 No
- b. How many total educational events were held during the reporting year:
- c. Were any of the public education and outreach delivery mechanisms conducted during the reporting year active or interactive?  Yes  No
- d. Please select all storm water topics, target audiences, and delivery mechanisms used in the reporting year

Public Education and Outreach Delivery Mechanisms (Active and Passive)	
Active/Interactive Mechanisms	Passive Mechanisms
<input checked="" type="checkbox"/> Education activities (school presentations, summer camps) <input checked="" type="checkbox"/> Information booth at event <input checked="" type="checkbox"/> Targeted group training (contractors, consultants, etc.) <input checked="" type="checkbox"/> Government event (public hearing, council meeting) <input type="checkbox"/> Workshops <input checked="" type="checkbox"/> Tours <input type="checkbox"/> Other: <input type="text"/>	<input checked="" type="checkbox"/> Passive print media (brochures at front desk, posters, etc.) <input checked="" type="checkbox"/> Distribution of print media (mailings, newsletters, etc.) via mail or email. <input checked="" type="checkbox"/> Media offerings (radio and TV ads, press release, etc.) <input checked="" type="checkbox"/> Social media posts <input type="checkbox"/> Signage <input checked="" type="checkbox"/> Website <input type="checkbox"/> Other: <input type="text"/>

Topics Covered	Target Audience
<input checked="" type="checkbox"/> Illicit discharge detection and elimination <input checked="" type="checkbox"/> Household hazardous waste disposal/pet waste management/vehicle washing <input checked="" type="checkbox"/> Yard waste management/pesticide and fertilizer application <input type="checkbox"/> Stream and shoreline management <input checked="" type="checkbox"/> Residential infiltration <input checked="" type="checkbox"/> Construction sites and post-construction storm water management <input checked="" type="checkbox"/> Pollution prevention <input type="checkbox"/> Green infrastructure/low impact development <input type="checkbox"/> Other: <input type="text"/>	<input checked="" type="checkbox"/> General Public <input checked="" type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input checked="" type="checkbox"/> Businesses <input checked="" type="checkbox"/> Contractors <input checked="" type="checkbox"/> Developers <input type="checkbox"/> Industries <input checked="" type="checkbox"/> Public Officials <input type="checkbox"/> Other: <input type="text"/>

- e. Will additional information/summary of these education events be attached to the annual report?  
 Yes  No

If no, please provide additional comment in the brief explanation box below. *Limit response to 250 characters and/or attach supplemental information on the attachments page.*

**Minimum Control Measures - Section 2 : Complete****2. Public Involvement and Participation**

a. Permit Activities. Select all of the following topics the Permittee did to engage public participation and involvement.

Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
<input checked="" type="checkbox"/> MS4 Annual Report <input checked="" type="checkbox"/> Storm Water Management Program <input checked="" type="checkbox"/> Storm Water related ordinance <input checked="" type="checkbox"/> Other: <input type="text" value="NCWSC TV Commercials"/>	<input checked="" type="checkbox"/> General Public <input checked="" type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input checked="" type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input type="checkbox"/> Industries <input checked="" type="checkbox"/> Public Officials <input type="checkbox"/> Other	101 +	<input checked="" type="radio"/> Yes <input type="radio"/> No

b. Volunteer Activities. Select all of the following audiences targeted for volunteer involvement and participation related to storm water.

NA (Individual Permittee)

Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
Volunteer Opportunity	<input checked="" type="checkbox"/> General Public <input type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input type="checkbox"/> Industries <input type="checkbox"/> Public Officials <input type="checkbox"/> Other	101 +	<input type="radio"/> Yes <input checked="" type="radio"/> No

c. Brief explanation on Public Involvement and Participation reporting. *Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Had an event at the Farmer's Market explaining street sweeping and Leaf Pickup, gave tours to youth groups and had several highway cleanup efforts.

**Minimum Control Measures - Section 3 : Complete****3. Illicit Discharge Detection and Elimination**

a. How many total outfalls does the municipality have?

b. How many major outfalls does the municipality have?

c.

- How many outfalls did the municipality evaluate as part of their routine ongoing field screening program?
- d. From the municipality's routine screening, how many were confirmed illicit discharges?
- 
- e. How many illicit discharge complaints did the municipality receive?
- f. From the complaints received, how many were confirmed illicit discharges?
- 
- g. How many of the identified illicit discharges did the municipality eliminate in the reporting year (from both routine screening and complaints)?

(If the sum of 3.c. and 3.e. does not equal 3.f., please explain below.)

- h. What types of regulatory mechanisms does the municipality have available to compel compliance with this program? Check all that are available and how many times each were used in the reporting year.

- Verbal Warning
- Written Warning (including email)
- Notice of Violation
- Civil Penalty/ Citation

Additional Information: \_\_\_\_\_

- i. Brief explanation on Illicit Discharge Detection and Elimination reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Form 3400-224 (R8/2021)

## Minimum Control Measures - Section 4 : Complete

### 4. Construction Site Pollutant Control

- a. How many total construction sites with one acre or more of land disturbing construction activity were active at any point in the reporting year?
- b. How many construction sites with one acre or more of land disturbing construction activity did the municipality issue permits for in the reporting year?
- c. How many erosion control inspections did the municipality complete in the reporting year (at sites with one acre or more of land disturbing construction activity)?
- 
- d. What types of regulatory mechanisms does the municipality have available to compel compliance with this program? Check all that are available and how many times each were used in the reporting year.
- Verbal Warning

<input checked="" type="checkbox"/> Written Warning (including email)	36
<input checked="" type="checkbox"/> Notice of Violation	9
<input checked="" type="checkbox"/> Civil Penalty/ Citation	9
<input checked="" type="checkbox"/> Stop Work Order	0
<input type="checkbox"/> Forfeiture of Deposit	
<input type="checkbox"/> Other - Describe below	

e. Brief explanation on Construction Site Pollutant Control reporting . *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

The Village's Building Inspectors conduct an Erosion Control Inspection whenever they conduct other inspections on-site as well as following any major rain events.

**Minimum Control Measures - Section 5 : Complete**

**5. Post-Construction Storm Water Management**

a. How many new structural storm water management Best Management Practice (BMP) have received local approval ? 9

\*Engineered and constructed systems that are designed to provide storm water quality control such as wet detention ponds, constructed wetlands, infiltration basins, grassed swales, permeable pavement,

b. Does the MS4 have procedures for inspecting and maintaining private storm water facilities?  Yes  No

c. If Yes, how many privately owned storm water management facilities were inspected in the reporting year ? 15  
Inspections completed by private landowners should be included in the reported number.

d. Does the municipality utilize privately owned storm water management BMP in its pollutant reduction analysis?  Yes  No

e. Does MS4 have maintenance authority on these privately owned BMPs?  
 Yes  No

f. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Check all that apply and enter the number of each used in the reporting year.

<input checked="" type="checkbox"/> Verbal Warning	0
<input checked="" type="checkbox"/> Written Warning (including email)	0
<input checked="" type="checkbox"/> Notice of Violation	0
<input checked="" type="checkbox"/> Civil Penalty/ Citation	0
<input type="checkbox"/> Forfeiture of Deposit	

- Complete Maintenance
- Bill Responsible Party
- Other - Describe below

g. Brief explanation on Post-Construction Storm Water Management reporting . *If marked 'Unsure' on any questions above, justify your reasoning. Limit your response to 250 characters and/or attach supplemental information on the attachments page.*

No issues were found in 2024.

Form 3400-224 (R8/2021)

**Minimum Control Measures - Section 6 : Complete**

**6. Pollution Prevention**

Storm Water Management Best Management Practice Inspections  Not Applicable

a. Enter the total number of "municipally owned" (i.e., publicly owned BMPs) or operated (i. e., privately o wned BMPs) structural storm water management best management practices.

b. How many new municipally owned storm water management best management practices were installed in the reporting year ?

c. How many municipally owned (public) storm water management best management practices were inspected in the reporting year?

d. What elements are looked at during inspections (250 character limit)?

e. How many of these facilities required maintenance?

f. Brief explanation on Storm Water Management Best Management Practice inspection reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Major outfalls are inspected annually minor outfalls and detention ponds are inspected on a biannual basis. Inlet sumps and catch basins are cleaned and inspected for deficiencies.

Public Works Yards & Other Municipally Owned Properties that require a stormwater pollution prevention plan (SWPPP)\*  Not Applicable

g. How many municipal properties require a SWPPP?

h. How many inspections of municipal properties have been conducted in the reporting year?

i. Have amendments to the SWPPPs been made?  
 Yes  No

j. If yes, describe what changes have been made. Limit response to 250 characters

and/or attach supplemental information on the attachment page:

- k. Brief explanation on Storm Water Pollution Prevention Plan reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

\* Any municipally owned property that has the potential to generate stormwater pollution should have a SWPPP. For example, if a municipal property stores compost piles, material storage, yard wastes, etc., outside and can contaminate stormwater runoff—a SWPPP is required.

Collection Services - *Street Sweeping Program*  Not Applicable

- l. Did the municipality conduct street sweeping during the reporting year?  
 Yes  No
- m. If known, how many tons of material was removed?
- n. Does the municipality have a [low hazard exemption](#) for this material?  Yes  No
- o. If street sweeping is identified as a storm water best management practice in the pollutant loading analysis, was street cleaning completed at the assumed frequency?  
 Yes - Explain frequency In spring after snow melt and throughout summer  
 No - Explain \_\_\_\_\_  
 Not Applicable

Collection Services - *Catch Basin Sump Cleaning Program*  Not Applicable

- p. Did the municipality conduct catch basin sump cleaning during the reporting year?  Yes  No
- q. How many catch basin sumps were cleaned in the reporting year?
- r. If known, how many tons of material was collected?
- s. Does the municipality have a low hazard exemption for this material?  Yes  No
- t. If catch basin sump cleaning is identified as a storm water best management practice in the pollutant loading analysis, was cleaning completed at the assumed frequency?  
 Yes- Explain frequency as many as possible with allotted resources  
 No - Explain \_\_\_\_\_  
 Not Applicable

Collection Services - *Leaf Collection Program*  Not Applicable

- u. Does the municipality conduct curbside leaf collection?  Yes  No
- v. Does the municipality notify homeowners about pickup?  Yes  No
- w. Where are the residents directed to store the leaves for collection?  
 Pile on terrace  Pile in street  Bags on terrace

Other - Describe \_\_\_\_\_

x. What is the frequency of collection?

Once in spring, Twice in fall

y. Is collection followed by street sweeping?

Yes  No

z. Brief explanation on Collection Services reporting. *Limit response to 250 characters and/or attach supplemental information on the attachments page*

Vacuum trucks are used for leaf collection, 501 total hours spent leaf vacuuming.

Winter Road Management  Not Applicable

\*Note: We are requesting information that goes beyond the reporting year, answer the best you can.

aa. How many lane-miles of roadway is the municipality responsible for doing snow and ice control? (*One mile of a two-way road equals two lane miles.*)

292

ab. Provide amount of de-icing products used by month last winter season?  
Solids (tons) (ex. sand, or salt-sand)

Product	Oct	Nov	Dec	Jan	Feb	Mar
Salt	20	40	160	350	78	140
Salt/sand mix	0	0	1	65	0	0

Liquids (gallons) (ex. brine)

	Oct	Nov	Dec	Jan	Feb	Mar
Brine	25	110	435	950	215	380

ac. Was salt applying machinery calibrated in the reporting year?

Yes  No

ad. Have municipal personnel attended salt reduction strategy training in the reporting year?

Yes  No

Training Date	Training Name	# Attendance
11/15/2024	Staff training & Discussion - Deicing and...	14

ae. Brief explanation on Winter Road Management reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page*

Staff discussion / training using WisDOT BMPs for deicing material application rates, type of materials used (salt versus sand-salt) and prewetting of deicing materials using salt brine.

Internal (Staff) Education & Communication

af. Has the municipality provided an opportunity for internal training or education to staff implementing the municipality's procedures for each of the pollution prevention program element?

Yes  No

If yes, describe what training was provided (250 character limit):

Storm water management facility maintenance and illegal discharge monitoring with DPW staff, storm water inlet/catch basin sump cleaning with DPW and Utility Staff

ag. Describe how the municipality has kept the following local officials and municipal staff aware of the municipal storm water discharge permit programs, procedures

and pollution prevention program requirements.

Elected Officials

Informational reports at Village meetings

Municipal Officials

Shared through interoffice email

Appropriate Staff ( such as operators, Department heads, and those that interact with public)

Discussion - informational meetings with staff.

- ah. Brief explanation on Internal Education reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Form 3400-224 (R8/2021)

## Minimum Control Measures - Section 7 : Complete

### 7. Storm Sewer System Map

- a. Did the municipality update their storm sewer map this year?

Yes  No

If yes, check the areas the map items that got updated or changed:

- Storm water treatment facilities
- Storm pipes
- Vegetated swales
- Outfalls
- Other - Describe below

- b. Brief explanation on Storm Sewer System Map reporting. *If you marked Unsure for an question for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Will be updating map in 2025 to account for new BMPs and subdivisions piping.

**Final Evaluation - Complete****Fiscal Analysis**

Complete the fiscal analysis table provided below. For municipalities that do not break out funding into permit program elements, please enter the monetary amount to your best estimate of what funding may be going towards these programs.

<b>Annual Expenditure</b> Reporting Year	<b>Budget</b> Reporting Year	<b>Budget</b> Upcoming Year	<b>Source of Funds</b>
---	---------------------------------	--------------------------------	------------------------

**Element:** Public Education and Outreach

2000	2500	2000	<u>Storm water utility</u>
------	------	------	----------------------------

**Element:** Public Involvement and Participation

200	200	200	<u>Storm water utility</u>
-----	-----	-----	----------------------------

**Element:** Illicit Discharge Detection and Elimination

0	0	0	<u>Storm water utility</u>
---	---	---	----------------------------

**Element:** Construction Site Pollutant Control

0	0	0	<u>Storm water utility</u>
---	---	---	----------------------------

**Element:** Post-Construction Storm Water Management

156000	156000	145000	<u>Storm water utility</u>
--------	--------	--------	----------------------------

**Element:** Pollution Prevention

21000	34000	43800	<u>Storm water utility</u>
-------	-------	-------	----------------------------

**Other (describe)**

			<u>Select...</u>
--	--	--	------------------

Please provide a justification for a "0" entered in the Fiscal Analysis. *Limit response to 250 characters.*

Costs for Illicit Discharge, Construction Site Pollutant Control and Post-Construction Storm Water Management are not separated and are expensed in the same account (Post Construction Storm Water Management above)

**Water Quality**

**a:** Were there any known water quality improvements in the receiving waters to which the municipality's storm sewer system directly discharges to?

Yes  No  Unsure      If Yes, explain below:

**b:** Were there any known water quality degradation in the receiving waters to which the municipality's storm sewer system directly discharges to?

Yes  No  Unsure      If Yes, explain below:

**c:** Have any of the receiving waters that the municipality discharges to been added to the impaired waters list during the reporting year?

Yes  No  Unsure

**d:** Has the municipality evaluated their storm water practices to reduce the pollutants of concern?

Yes  No  Unsure

### Storm Water Quality Management

**a.** Has the municipality completed or updated modeling in the reporting year (relating to developed urban area performance standards of s. NR 151.13(2)(b)1., Wis. Adm. Code)?  Yes  No

**b.** If yes, enter percent reduction in the annual average mass discharging from the entire MS4 to surface waters of the state as compared to implementing no storm water management controls:

Total suspended solids (TSS)

Total phosphorus (TP)

### Additional Information

Based on the municipality's storm water program evaluation, describe any proposed changes to the municipality's storm water program. *If your response exceeds the 250 character limit, attach supplemental information on the attachments page.*

Current Pollutant Loading Reductions are TSS = 50.4 and TP = 49.0. The Village is in the design phase for a large Storm Water Pond to further implement the TP Reduction Plan in the Villages DNR requirements.

**Requests for Assistance on Understanding Permit Programs**

Would the municipality like the Department to contact them about providing more information on understanding any of the Municipal Separate Storm Sewer Permit programs?

Please select all that apply:

- Public Education and Outreach
- Public Involvement and Participation
- Illicit Discharge Detection and Elimination
- Construction Site Pollutant Control
- Post-Construction Storm Water Management
- Pollution Prevention
- Storm Water Quality Management
- Storm Sewer System Map
- Water Quality Concerns
- Compliance Schedule Items Due
- MS4 Program Evaluation

## Required Attachments and Supplemental Information

Any other MS4 program information for inclusion in the Annual Report may be attached on here. Use the Add Additional Attachments to add multiple documents.

Upload Required Attachments (15 MB per file limit) - [Help reduce file size and trouble shoot file uploads](#)

\*Required Item

**Note:** To replace an existing file, use the 'Click here to attach file ' link or press the to delete an item.

### Attach - Other Supporting Documents

#### AR MuniSWPPP

 File Attachment

[031921 DRAFT Weston SWPPP.pdf](#)

#### AR SWMap

 File Attachment

[2023 Stormwater Map.pdf](#)

#### AR IP

 File Attachment

[Education and Outreach Activities.pdf](#)

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

### Attach - Permit Compliance Documents

#### SWQM TMDLImpPlan

 File Attachment

[7.03 Implementation Plan.pdf](#)

#### SWQM TMDLModel

 File Attachment

[240321 - Weston - SQMP Modeling Update \(Reduced\).pdf](#)

#### CS Program

 File Attachment

[Construction Site Pollutant Control Program.pdf](#)

#### PCSSW Program

 File Attachment

[Post-Construction Storm Water Management Program.pdf](#)

#### EO Program

[Public Information and Education Plan.pdf](#)

 File Attachment

---

## IDDE Program

 File Attachment

[Illicit Discharge Detection and Elimination Program.pdf](#)

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

## Sign and Submit Your Application

### Steps to Complete the signature process

1. Read and Accept the Terms and Conditions
2. Press the Submit and Send to the DNR button

**NOTE:** For security purposes all email correspondence will be sent to the address you used when registering your WAMS ID. This may be a different email than that provided in the application. For information on your WAMS account click [HERE](#).

### Terms and Conditions

**Certification:** I hereby certify that I am an authorized representative of the municipality covered under Weston, Village MS4 Permit for which this annual report or other compliance document is being submitted, and that the information contained in this submittal and all attachments were gathered and prepared under my direction or supervision. Based on my inquiry of the person or persons under my direction or supervision involved in the preparation of this document, to the best of my knowledge, the information is true, accurate, and complete. I further certify that the municipality's governing body or delegated representatives have reviewed or been apprised of the contents of this annual report. I understand that Wisconsin law provides severe penalties for submitting false information.

Signee (must check current role prior to accepting terms and conditions)

- Authorized municipal contact using WAMS ID.
- Delegation of Signature Authority ( Form 3400-220 ) for agent signing on the behalf of the authorized municipal contact.
- Agent seeking to share this item with authorized municipal contact (authorized municipal contact must get WAMS id and complete signature).

**Name:** Michael Wodalski

**Title:** Director of Public Works and Utilities

Authorized Signature.

- I accept the above terms and conditions.

Signed by : i:0#.f|wamsmembership|mwodalski on 2025-03-31T16:04:41

You have already signed and submitted this application to the DNR. Please [contact the Wisconsin DNR](#) for assistance.

After providing the final authorized signature, the system will send an email to the authorized party and any agents. This email will include a copy to the final read only version of this application.

# REQUEST FOR CONSIDERATION

<b>Public Mtg/Date:</b>	Board of Trustees, April 21, 2025
<b>Description:</b>	Resolution 2025-007: A Resolution requesting a Marathon County Circuit Court Judge to vacate the entirety of North Horseshoe Drive and South Horseshoe Drive in the Everest Hilltop Addition, Village of Weston, Wisconsin
<b>From:</b>	Jennifer Higgins, Planning & Development Director/Zoning Administrator
<b>Question:</b>	Should the Board of Trustees entertain the property owner's written request to vacate the entirety of North and South Horseshoe Drive in the Everest Hilltop Addition by approving the proposed resolution?

## BACKGROUND

The Board of Trustees has received a written request from Pearl Linder (Ryan Development) (attached) to vacate the unimproved roads and lots that were never developed in the Everest Hilltop Addition Subdivision. The land involved is located east of Alderson Street. The Subdivision was platted 1961. The Everest Hilltop Addition (attached as Exhibit A) straddles the Villages of Rothschild and Weston. The Rothschild portion was developed (Sherwood, Ryanwood & Edgewood). The Weston portion (North & South Horseshoe) shown in grey below were not. The property is zoned RR-5 Rural Residential 5 acre minimum.



The parcel is for sale and the owner has a buyer who would like to purchase all lots and the unimproved road, amounting to about 20 acres. To do so, the Village and the County would need to vacate the streets and the platted lots. The property owner's surveyor reached out to me a few weeks ago requesting the Village start the vacation process. Being that the plat is over 40 years old there is a different process to go about vacating

# REQUEST FOR CONSIDERATION

the plat and the streets than the Village has done in the past. The process was outlined in an email from Attorney Yde (attached).

Since the plat is over 40 years old and the road right of way never improved, the property owner must petition the Marathon County Circuit Court to vacate a portion of the plat and petition the Village to vacate the street by Resolution which will be shared with the Court. I have drafted the needed Resolution (attached) the Board would need to approve if they wish to allow the vacation. The Resolution has been reviewed and approved by the Village Attorney, so it is good to proceed with if the Board chooses to entertain Ms. Linder's request.

Staff has no issues with proceeding with the vacation. There is a large wetland shown on county mapping that runs through the unimproved portion of the subdivision so staff suspects that may be why the subdivision was never developed. At one time Village staff looked into vacating the plat on our own as the roads were never constructed. This was never pursued due to workload volumes so it remained on the someday to-do-list. In regards to the potential new owners, no development plans have been discussed with staff to date. We did receive a request for information on a possible driveway along the south property line, so we suspect that the new owner may just want to build one home on the property and not try to develop the whole site.

---

**Attached Docs:** Written request by property owner, Yde email dated 4/1/25, Draft Resolution No 2025-007

---

**Committee Action:** None. PC was made aware of the request at their 4/14/25 meeting through the Planning & Development Dept. Monthly Report

---

**Fiscal Impact:** TBD.

---

**Recommendation:** Director recommends approval.

## RECOMMENDED LANGUAGE FOR OFFICIAL ACTION

**I move to approve Resolution No 2025-007 as submitted.**

---

**ADDITIONAL ACTION:** Provide copy of the approved Resolution to property owner (Staff)

Attention: Jennifer Higgins  
Planning & Development Director  
Zoning Administrator  
Village of Weston, Wisconsin  
4747 Camp Phillips Rd, Weston, WI 54476  
Direct: 715-241-2638  
Office: 715-359-6114  
Email: [jhiggins@westonwi.gov](mailto:jhiggins@westonwi.gov) | Website: [www.westonwi.gov](http://www.westonwi.gov)

Good Morning,

My name is Pearl Lindner, I am the owner of the approximately 20-acre parcel - map attached showing the property.

I am providing a written notice to the Village of Weston Village Board to pass a resolution requesting the vacation of the streets, roads, and other public ways on the plat.

Signature: *Pearl M. Lindner*

Date: *April 7, 2025*

Phone: *920-562-9470*

Email: *Pearl.Lindner@gmail.com*

**From:** [Matt E. Yde](#)  
**To:** [Jennifer Higgins](#)  
**Cc:** [Jami Gebert](#); [Lani Kukulka](#); [Matt Yde](#)  
**Subject:** RE: Process to Vacate a Plat  
**Date:** Tuesday, April 1, 2025 4:53:46 PM

---

Hi Jennifer:

This email will summarize our conversation today about Tim Vreeland's request for the Village to assist him with vacating a plat in the Village. It is my understanding that the plat is more than 40 years old, the streets were never improved and there is one owner of the subdivision.

Wis. Stat. 236.40 authorizes the "owner of the subdivision or of any lot in the subdivision" to apply to Marathon County Circuit Court "for the vacation or alteration of all or part of the recorded plat of that subdivision". Since the Village does not own property in the subdivision, the Village cannot initiate this process.

Wis. Stat. 236.41 states "notice of the application for the vacation or alteration of the plat shall be given at least 3 weeks before the application" as follows:

1. By posting a written notice in at least 2 or the most public places in Marathon County; and
2. By publication of a copy of the notice as a class 3 notice, under ch. 985; and
3. By service of the notice on the Village of Weston; and
4. By mailing a copy of the notice to the owners of record of all the lots in the subdivision proposed to be vacated.

Pursuant to Wis. Stat. 236.42, a Marathon County Circuit Judge may grant an order vacating the plat except the judge shall not vacate any parts dedicated to the public (streets) unless Wis. Stat. 236.43 is satisfied.

Finally, Wis. Stat. 236.43 states that the judge "may vacate streets, roads or other public ways on a plat if:"

- a. The plat was recorded more than 40 years previous to the filing of the application for vacation; and
- b. During all that period the areas dedicated for streets, roads or other public ways were not improved as streets, roads or other public ways; and
- c. Those areas are not necessary to reach other platted property; and
- d. All the owners of all the land in the plat sought to be vacated and the Village of Weston have joined in the application for vacation.

Wis. Stat. 236.43(4) provides that the judge can vacate streets, roads or other public ways on a plat in a court proceeding filed pursuant to Wis. Stats. 236.41 and 236.42 upon the following conditions:

- a. A resolution is passed by the Village of Weston Board requesting such vacation.
- b. The owners of all frontage of the lots and lands abutting on the portion sought to be vacated

request in writing that such action be taken.

In short, the owner of the subdivision should initiate this process by providing a written request to the Village for the Village Board to pass a resolution requesting the vacation of the streets, roads and other public ways on the plat. This written request should be signed by the owners of all frontage of the land abutting on the streets, roads and other public ways on the plat. After the Village Board passes the resolution, the owner should then apply to Marathon County Circuit Court for the vacation of the recorded plat of that subdivision pursuant to Wis. Stats. 236.40 and 236.41.

Please let me know if you have any follow up questions.

Matt

**Matthew E. Yde**

Yde Law Firm, S.C.

2405 Schofield Ave., Suite 210

Weston, WI 54476

715-845-7800

[www.attorneysofwausau.com](http://www.attorneysofwausau.com)

**WARNING:** This is an e-mail from the Yde Law Firm, S.C. and may contain information which is privileged, confidential and protected by the attorney-client privilege and/or which is protected work product. If you have received this e-mail in error, note that any disclosure, copying, distribution or use of its contents is prohibited. If you have received this e-mail in error, please immediately destroy it and notify the sender by return e-mail, fax or phone call. Thank you.

---

**From:** Jennifer Higgins <jhiggins@westonwi.gov>

**Sent:** Tuesday, April 1, 2025 2:43 PM

**To:** Matt E. Yde <yde@ydelawfirm.com>

**Cc:** Jami Gebert <jgebert@westonwi.gov>; Lani Kukulka <lanik@ydelawfirm.com>

**Subject:** RE: Process to Vacate a Plat

I am available today at 4 but have to leave for an appointment in Wausau by 4:30.

I'm available in the morning but have a meeting at 10 with the PD.

**Jennifer Higgins**

Planning & Development Director

Zoning Administrator

Village of Weston, Wisconsin

4747 Camp Phillips Rd, Weston, WI 54476

**Direct:** [715-241-2638](tel:715-241-2638)

**Office:** [715-359-6114](tel:715-359-6114)

**Email:** [jhiggins@westonwi.gov](mailto:jhiggins@westonwi.gov) | **Website:** [www.westonwi.gov](http://www.westonwi.gov)

-

**How did I do for you today? Please take some time to fill out our online [Customer Service Survey](#). Thank you!**

*As a local governmental entity, the Village of Weston is subject to Wisconsin statutes relating to open records. Any e-mail received by anyone at the Village of Weston, as well as, any e-mail sent by someone from the Village of Weston, are subject to*

these laws. Unless otherwise exempted from the Open Records law, senders and receivers of Village e-mail should presume that any e-mail is subject to release upon request.

---

**From:** Matt E. Yde <[yde@ydelawfirm.com](mailto:yde@ydelawfirm.com)>  
**Sent:** Tuesday, April 1, 2025 2:34 PM  
**To:** Jennifer Higgins <[jhiggins@westonwi.gov](mailto:jhiggins@westonwi.gov)>  
**Cc:** Jami Gebert <[jgebert@westonwi.gov](mailto:jgebert@westonwi.gov)>; Lani Kukulka <[lanik@ydelawfirm.com](mailto:lanik@ydelawfirm.com)>  
**Subject:** RE: Process to Vacate a Plat

Hi Jen:

Do you have time for a call this afternoon at 4 pm or tomorrow morning?

**Matthew E. Yde**

Yde Law Firm, S.C.  
2405 Schofield Ave., Suite 210  
Weston, WI 54476  
715-845-7800  
[www.attorneysofwausau.com](http://www.attorneysofwausau.com)

**WARNING:** This is an e-mail from the Yde Law Firm, S.C. and may contain information which is privileged, confidential and protected by the attorney-client privilege and/or which is protected work product. If you have received this e-mail in error, note that any disclosure, copying, distribution or use of its contents is prohibited. If you have received this e-mail in error, please immediately destroy it and notify the sender by return e-mail, fax or phone call. Thank you.

---

**From:** Jennifer Higgins <[jhiggins@westonwi.gov](mailto:jhiggins@westonwi.gov)>  
**Sent:** Friday, March 28, 2025 3:26 PM  
**To:** Matt E. Yde <[yde@ydelawfirm.com](mailto:yde@ydelawfirm.com)>  
**Cc:** Jami Gebert <[jgebert@westonwi.gov](mailto:jgebert@westonwi.gov)>; Lani Kukulka <[lanik@ydelawfirm.com](mailto:lanik@ydelawfirm.com)>  
**Subject:** Process to Vacate a Plat

Hi Matt

I've been approached by Tim Vreeland who has a client that is looking to purchase the property that makes up North and South Horseshoe Dr on the attached Everest Hill Top Addition Plat. He didn't realize until I told him that the western part of the plat is located in Rothschild now and has been fully constructed. On the Weston side (east) none of the roads were ever installed and the plat has been sitting vacant since the plat was recorded back in 1961. Looking in [state statutes](#) it looks like it goes through the County for the plat vacation process due to the plat being over 40 years old but the Village has to pass some type of Resolution for the streets? Since this is a partial plat vacation and not a full can it still go through that process? If so, what type of resolution does the Village need to provide? Would it be similar to the process we go through for a regular street vacation? Could you provide that document for us?

Tim was also wondering if the Village can take care of the vacation process? He said when he did a plat vacation in Marshfield recently, the City Attorney handled it all and then Tim paid the attorney fees etc instead of hiring a separate attorney to do it. He figured this saved everyone money as the City would have also hired an attorney for the process anyway. He asked if we could do something similar here. Jami and I aren't sure how that would work or if you felt comfortable with that. I said I would ask.

Regardless I have never done this before and want to make sure that we are going about the proper way to do this for them. I had this site on my to do list a long time ago to vacate but never got around to it. There are wetland issues there so we didn't think the road could be built and when discussed last, the Village was never going to install the roads.

I know there is a land sale pending on all this so please let me know if you have time to discuss further early next week. I will be out of the office Thursday, April 3 through Monday, April 7<sup>th</sup> on vacation.

Thank you!

Have a great weekend!

Jen

### **Jennifer Higgins**

Planning & Development Director

Zoning Administrator

**Village of Weston, Wisconsin**

4747 Camp Phillips Rd, Weston, WI 54476

**Direct:** [715-241-2638](tel:715-241-2638)

**Office:** [715-359-6114](tel:715-359-6114)

**Email:** [jhiggins@westonwi.gov](mailto:jhiggins@westonwi.gov) | **Website:** [www.westonwi.gov](http://www.westonwi.gov)

-

**How did I do for you today? Please take some time to fill out our online [Customer Service Survey](#). Thank you!**

*As a local governmental entity, the Village of Weston is subject to Wisconsin statutes relating to open records. Any e-mail received by anyone at the Village of Weston, as well as, any e-mail sent by someone from the Village of Weston, are subject to these laws. Unless otherwise exempted from the Open Records law, senders and receivers of Village e-mail should presume that any e-mail is subject to release upon request.*

**VILLAGE OF WESTON, WISCONSIN  
RESOLUTION NO. 2025-007**

---

- A RESOLUTION,** requesting a Marathon Circuit Court Judge to vacate the entirety of North Horseshoe Drive and South Horseshoe Drive in the Everest Hilltop Addition, Village of Weston, Marathon County, Wisconsin.
- WHEREAS,** a petitioner with land abutting all lots abutting unimproved right of way known as North Horseshoe Drive and South Horseshoe Drive in the Village has filed a written request asking the Weston Board of Trustees pass a resolution and request the vacation of the streets, roads, and other public ways on the Everest Hilltop Addition in the Village of Weston.
- WHEREAS,** Wis. Stat. 236.40 authorizes the “owner of the subdivision or of any lot in the subdivision” to apply to Marathon County Circuit Court “for the vacation or alteration of all or part of the recorded plat of that subdivision.
- WHEREAS,** Pursuant to Wis. Stat. 236.42, a Marathon County Circuit Judge may grant an order vacating the plat except the judge shall not vacate any parts dedicated to the public (streets) unless Wis. Stat. 236.43 is satisfied.
- WHEREAS,** Wis. Stat. 236.43 states that the judge “may vacate streets, roads or other public ways on a plat if the plat was recorded more than 40 years previous to the filing of the application for vacation, during all that period the areas dedicated for streets, roads or other public ways were not improved as streets, roads or other public ways, those areas are not necessary to reach other platted property; and all the owners of all the land in the plat sought to be vacated and the Village of Weston have joined in the application for vacation.
- WHEREAS,** Wis. Stat. 236.43(4) provides that the judge can vacate streets, roads or other public ways on a plat in a court proceeding filed pursuant to Wis. Stats. 236.41 and 236.42 upon the following conditions:
- a. A resolution is passed by the Village of Weston Board requesting such vacation.
  - b. The owners of all frontage of the lots and lands abutting on the portion sought to be vacated request in writing that such action be taken.
- WHEREAS,** The Village Board declares it in the best interests of the public to discontinue and vacate North Horseshoe Drive and South Horseshoe drive shown on Exhibit “A” Everest Hilltop Addition attached hereto.
- WHEREAS,** Wis. Stat. 236.43(4)(a), Wis. Stats., allows proceedings to be initiated by the Village Board by the introduction of a Resolution declaring that since the public interest requires it, whole or any part of any road, street or alley in the Village may be vacated pursuant to the procedures therein.

**NOW BE IT RESOLVED AS FOLLOWS:**

The Village of Weston has no present or future interest in improving the entirety of North Horseshoe Drive and South Horseshoe Drive in the Everest Hilltop Addition, Village of Weston, Marathon County, Wisconsin, as identified in Exhibit "A" attached. Furthermore, the Village of Weston joins in the application of the owners of land abutting North Horseshoe Drive and South Horseshoe Drive to vacate North Horseshoe Drive and South Horseshoe Drive pursuant to Wis. Stats. 236.40, 236.41, 236.42 and 236.43."

**PASSED BY THE BOARD OF TRUSTEES OF THE VILLAGE OF WESTON**, at a regular meeting thereof, this 21<sup>st</sup> day of the month of April 2025.

**VILLAGE OF WESTON**, a Municipal Corporation of the State of Wisconsin.

By: \_\_\_\_\_  
MARK MALONEY, President

ATTEST:

By: \_\_\_\_\_  
PAMELA BREHM, Clerk

DRAFT

# EVEREST HILLTOP ADDITION TO THE TOWN OF WESTON

### CERTIFICATE OF SURVEY

I HEREBY CERTIFY THAT I HAVE SURVEYED, MAPPED AND PLATTED BY ORDER OF JOHN RYAN AND HARVEY WOODWARD, A TRACT OF LAND CONSISTING OF THE NE 1/4 OF THE NE 1/4 OF SECTION 30 AND PART OF THE NW 1/4 OF THE NW 1/4 OF SECTION 29, ALL IN TOWNSHIP 28 NORTH, RANGE 8 EAST, TOWN OF WESTON, MARATHON COUNTY, WISCONSIN, DESCRIBED AS FOLLOWS: BEGINNING AT THE NE CORNER OF SECTION 30 AND RUNNING THENCE S89°25'W, ALONG THE NORTH LINE OF SECTION 30, 1322.05'; THENCE S0°50'E, 127.10'; THENCE S88°34'E, 1303.90' TO THE NORTH AND SOUTH SECTION LINE BETWEEN SECTION 29 AND 30; THENCE N0°00' ALONG SAID SECTION LINE, 329.30'; THENCE S88°29'E, 1365.25'; THENCE N0°16'E, 633.65'; THENCE N88°09'W, 1362.80' TO NORTH & SOUTH SECTION LINE, 346.50' TO THE PLACE OF BEGINNING, AND THAT THIS MAP IS A CORRECT REPRESENTATION OF THE EXTERIOR BOUNDARIES OF SAID LAND AND THE SUBDIVISION THEREOF AND THAT I HAVE COMPLIED WITH THE PROVISIONS OF CHAPTER 236 WISCONSIN STATUTES.

*Melvin E. Hoffer* SEAL

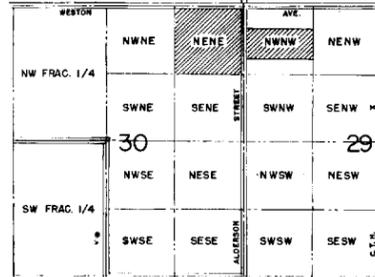
### CERTIFICATE OF DEDICATION

AS OWNERS WE HEREBY CERTIFY THAT WE CAUSED THE LAND DESCRIBED ON THIS PLAT TO BE SURVEYED, MAPPED, DIVIDED AND DEDICATED AS REPRESENTED ON THIS PLAT. WE ALSO CERTIFY THAT THIS PLAT IS REQUIRED BY 5.236.10 OR 5.236.12 TO BE SUBMITTED TO THE FOLLOWING FOR APPROVAL OR OBJECTION: WESTON TOWN BOARD - DIRECTOR, PLANNING DIVISION, DEPARTMENT OF RESOURCE DEVELOPMENT - STATE BOARD OF HEALTH - VILLAGE BOARD, VILLAGE OF ROTHSCHILD.

WITNESS:  
*John Ryan*  
 JOHN RYAN  
*Florence Ryan*  
 FLORENCE RYAN  
*Harvey Woodward*  
 HARVEY WOODWARD  
*Evelyn Woodward*  
 EVELYN WOODWARD

STATE OF WISCONSIN SS  
 COUNTY OF MARATHON  
 I PERSONALLY CAME BEFORE ME THIS 19th DAY OF JULY 1961, THE ABOVE NAMED JOHN RYAN AND FLORENCE RYAN HIS WIFE AND HARVEY WOODWARD AND EVELYN WOODWARD HIS WIFE, TO ME KNOWN TO BE THE PERSONS WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED SAME.  
*Melvin E. Hoffer*  
 NOTARY PUBLIC, MARATHON COUNTY, WISCONSIN  
 MY COMMISSION EXPIRES July 5, 1964

CONSISTING OF THE NE 1/4 OF THE NE 1/4 OF SECTION 30 AND PART OF THE NW 1/4 OF THE NW 1/4 OF SECTION 29, ALL IN TOWNSHIP 28 NORTH, RANGE 8 EAST, TOWN OF WESTON, MARATHON COUNTY, WISCONSIN.



### CERTIFICATE OF TOWN TREASURER

STATE OF WISCONSIN SS  
 COUNTY OF MARATHON SS  
 I, LENA FULLER, TREASURER OF THE TOWN OF WESTON, DO HEREBY CERTIFY THAT THE RECORDS IN MY OFFICE SHOW NO UNPAID TAXES OR SPECIAL ASSESSMENTS AS OF THIS 19th DAY OF JULY 1961 AFFECTING THE LANDS INCLUDED IN THIS PLAT.

*Lena Fuller*  
TOWN TREASURER

### CERTIFICATE OF COUNTY TREASURER

STATE OF WISCONSIN SS  
 COUNTY OF MARATHON SS  
 I, DAMON REYNOLDS, MARATHON COUNTY TREASURER, DO HEREBY CERTIFY THAT THE RECORDS IN MY OFFICE SHOW NO UNREDEEMED TAX SALES OR SPECIAL ASSESSMENTS AS OF THIS 19th DAY OF JULY 1961 AFFECTING THE LANDS INCLUDED IN THIS PLAT.

*D.R. Reynolds*  
COUNTY TREASURER

### RESOLUTION

RESOLVED BY THE TOWN BOARD OF THE TOWN OF WESTON THAT THE PLAT ENTITLED EVEREST HILLTOP ADDITION BE AND THE SAME IS HEREBY APPROVED.  
 I, BESSIE GORDON, TOWN CLERK, DO HEREBY CERTIFY THAT THE ABOVE RESOLUTION WAS PASSED BY THE TOWN BOARD AT ITS REGULAR MEETING HELD ON THE 19th DAY OF JULY 1961.

*Bessie Gordon*  
TOWN CLERK

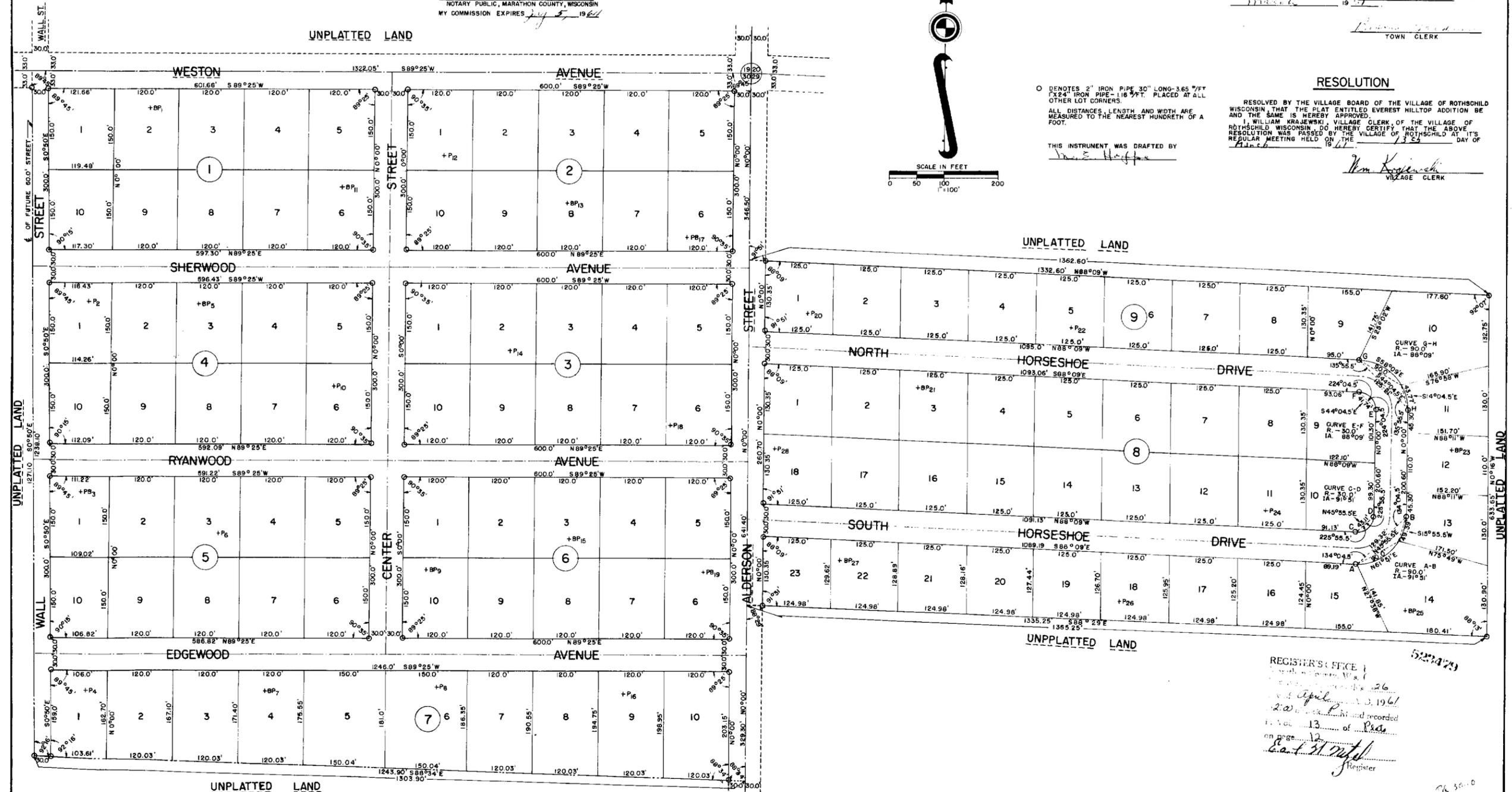
### RESOLUTION

RESOLVED BY THE VILLAGE BOARD OF THE VILLAGE OF ROTHSCHILD WISCONSIN THAT THE PLAT ENTITLED EVEREST HILLTOP ADDITION BE AND THE SAME IS HEREBY APPROVED.  
 I, WILLIAM KRAJEWSKI, VILLAGE CLERK OF THE VILLAGE OF ROTHSCHILD WISCONSIN, DO HEREBY CERTIFY THAT THE ABOVE RESOLUTION WAS PASSED BY THE VILLAGE OF ROTHSCHILD AT ITS REGULAR MEETING HELD ON THE 19th DAY OF JULY 1961.

*William Krajewski*  
VILLAGE CLERK

○ DENOTES 2" IRON PIPE 30" LONG - 3.65" FT.  
 1/2" IRON PIPE - 1.18" FT. PLACED AT ALL OTHER LOT CORNERS.  
 ALL DISTANCES, LENGTH AND WIDTH ARE MEASURED TO THE NEAREST HUNDRETH OF A FOOT.

THIS INSTRUMENT WAS DRAFTED BY  
*Melvin E. Hoffer*



REGISTER'S OFFICE  
 1200 Wisconsin Ave. S.E.  
 Washington, D.C. 20003  
 200 April 10, 1961  
 200 Block 10 and recorded  
 on page 13 of Recs.  
*G. A. Hoffer*  
 Register

# REQUEST FOR CONSIDERATION

---

<b>Public Mtg/Date:</b>	Village Board, April 21, 2025
<b>Description:</b>	Ordinance No. 25-007: An Ordinance to Approve the Rezoning Of 4803 Mesker Street from SF-L (Single Family Residential) to 2F (Two Family Residential) Zoning District, Village of Weston, Marathon County, Wisconsin.
<b>From:</b>	Jennifer Higgins, Planning & Development Director/Zoning Administrator
<b>Question:</b>	Should the Board of Trustees accept the Plan Commission recommendation to approve the rezone of 4803 Mesker Street from SF-S (Single Family Residential – Small Lot) to 2F (Two Family Residential)?

---

## BACKGROUND

Mr. Cleveland purchased the vacant lot from a recent Sheriff's sale at Marathon County. The property had been abandoned by the previous owner and there were back taxes and fees associated with the village razing the fire damaged home on the site and mowing the grass the last 3-4 years.

Per Mr. Cleveland his intentions are as follow:

*My intention is to construct a premium side-by-side duplex, with plans to occupy one side with my family. Each unit will feature approximately 1,500 square feet of living space on the main level, with additional square footage in a partially finished basement. In consideration of community needs, I plan to make the property handicap accessible to accommodate disabled and elderly tenants. The location is ideal, offering convenient access to essential services and being situated near the Mountain Bay Trail, providing an area conducive to walking and recreation. Furthermore, there is a limited supply of handicapped-accessible rental properties in the area, making this development a valuable addition to the neighborhood.*

The property is located across the street from Old Castle Glass (LI Limited Industrial zoned property). There is also duplexes located down the street not far from this property.

The Village Comprehensive Plan Future Land Use Map show this property as Low Density Village Residential. This FLU is described as *Predominately single family detached residences, but may also include two family, townhome, and accessory dwelling units where the overall development falls within density range to the right. May also include home occupations, family childcare, small community facilities, parks, and other compatible uses allowed in associated zoning districts.*

### Typical Implementing Zoning Districts:

- Predominately SF-S and SF-L Single Family Residential, or N Neighborhood where the village approves a unique design, layout, theme, or lot sizes.
- May also include limited 2F Two Family Residential zoning and possibly MF Multiple Family zoning at village discretion where development gross density to right is maintained.

The public hearing was duly noticed as a Class 2 notice on March 31 and April 7. Notices were also mailed out to all property owners within 300 feet of the property. Written correspondence was received by one neighboring property owner via email and was read into public record. The Plan Commission took action to recommend approval of the rezone request 7-0.

The Plan Commission Written Determination Form is attached with their recommendation to approve the rezone.

# REQUEST FOR CONSIDERATION

<b>Attached Docs:</b>	Draft Ordinance, Plan Commission Written Determination Form
<b>Committee Action:</b>	Plan Commission held a public hearing on 4/14/25 and recommended approval with a 7-0 vote. Their written findings are attached via the Written Determination Form.
<b>Fiscal Impact:</b>	TBD.
<b>Recommendation:</b>	Staff report provided in the Rezone Determination Document included. Based on the information we have received to date, Staff recommends approval.

## RECOMMENDED LANGUAGE FOR OFFICIAL ACTION

- 1) Board approves the rezone request per the PC recommendation by adopting Ord. No. 25-007 as written. (simple majority required)
- 2) Board approves the rezone request with modifications to Ord. No. 25-007 – Sec. 94.16.03(8)(b) Requires affirmative vote of  $\frac{3}{4}$  or greater of the full Village Board.
- 3) Board denies the rezone request. – Sec. 94.16.03(8)(b) Requires affirmative vote of  $\frac{3}{4}$  or greater of the full Village Board.

**ADDITIONAL ACTION:** Publication of Ordinance (Staff)  
Update Zoning Map (Staff)  
Notify Applicant (Staff)



Application for Rezone  
**REZONE DETERMINATION BY THE VILLAGE OF WESTON  
 PLAN COMMISSION**

Application/Petition No.: **20250100**

Hearing Date: **April 14, 2025**

Applicant: **Luke Cleveland**

Property Location: **Lot 1, Block 4 of Kellyland’s 1974 Addition, located in Section 16, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin, as recorded in Plat Cabinet 1, Envelope 498, Document No. 682960, in the Register’s Office of Marathon County, Wisconsin.**

Property Owner: **Luke Cleveland**

Description: **A rezoning of 7.422 acres from SF-S to 2F.**

The Department of Planning and Development of the Village of Weston, pursuant to the Village of Weston Zoning Code, Article 16 Processes, Section 94.16.03 Amendments to the Official Zoning Map (Rezoning), hereby makes the following findings and evaluation to the Village of Weston Plan Commission:

**GENERAL INFORMATION:**

Current Zoning: **SF-S Single Family Small Lot**



Definition:  
 94.2.02(2)(b)

*SF-S Single Family Residential-Small Lot.* The SF-S district is intended for mainly single family detached residential development, along with compatible home occupations and small-scale institutional and recreational uses. Development within this district is served by public sanitary sewer and water services, and roadways with an urban cross section (e.g., curbs, storm sewer). The SF-S district enables smaller lot sizes than other single family residential districts. The SF-S district is intended for areas planned for single family residential development, or portions of those areas planned for neighborhood development, within the Comprehensive Plan. (Predecessor districts: R-1 Residential-Single Family and R-2 Residential-Single Family)

Proposed Zoning **2F Two Family Residential**

Definition:  
 94.2.02(2)(c)

*2F Two Family Residential.* The 2F district accommodates two family residences such as duplexes and two-flats; single family residences; and compatible home occupations and small-scale institutional and recreational uses. Development within this district is served by public sanitary

sewer and water services, and roadways with an urban cross section (e.g., curbs, storm sewer). The 2F district is intended for areas planned for two family residential development, or portions of areas planned for neighborhood development at the Village's discretion, within the Comprehensive Plan. (Predecessor district: RTF Residential Two Family)

Future Land Use: **Low Density Village Residential**



FLU Description: Predominately single family detached residences, but may also include two family, townhome, and accessory dwelling units where the overall development falls within density range to the right. May also include home occupations, family childcare, small community facilities, parks, and other compatible uses allowed in associated zoning districts.

**Typical Implementing Zoning Districts:**

- Predominately SF-S and SF-L Single Family Residential, or N Neighborhood where the village approves a unique design, layout, theme, or lot sizes.
- May also include limited 2F Two Family Residential zoning and possibly MF Multiple Family zoning at village discretion where development gross density to right is maintained.

**Development Policies:**

1. Map Low Density Village Residential areas throughout the village, particularly adjacent to natural resources and away from intensive industrial and commercial areas.
2. Where small single family lots and attached housing units are permitted, attend to home quality, variety, design, setbacks, and garage placement through zoning, covenants, and development agreements.
3. Assure that housing that is not single family detached, and community uses, are carefully woven into the fabric of each predominately single family residential neighborhood.
4. Promote a system of interconnected streets developed according to Complete Streets principles (see Transportation chapter) and parks where planned..

**Lot Size and/or Density Range:**

Fewer than 5 units per gross acre in each development.

**DETERMINATION (To be Completed by Plan Commission):**

1. Is the proposed rezoning consistent with the Comprehensive Plan, as is required by Wisconsin Statutes?

YES

2. Does the rezoning further the purpose and intent of this Chapter?

**YES**

3. Does rezoning address any of the following that are not properly addressed on the current Official Zoning Map?

1. A mistake was made in mapping on the Official Zoning Map. That is, an area is or has developed in a manner and purpose different from that for which it is mapped. If this reason is cited, it must be demonstrated that the discussed inconsistency between actual land use and designated zoning is not intended, as the Village may intend to stop an undesirable land use pattern from being perpetuated.
2. Factors have changed, such as the availability of new data, the presence of new roads or other infrastructure, additional development, annexation, or other zoning changes, making the subject property more appropriate for a different zoning district.
3. Growth patterns or rates have changed, thereby creating the need for a rezoning.

**YES - #3**

4. Does the proposed zoning district maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the surroundings of the subject property?

**YES**

**BACKGROUND INFORMATION:**

Mr. Cleveland purchased the vacant lot from a recent Sherrif's sale at Marathon County. The property had been abandoned by the previous owner and there were back taxes and fees associated with the village razing the fire damaged home on the site and mowing the grass the last 3-4 years.

Per Mr. Cleveland his intentions are as follow:

*My intention is to construct a premium side-by-side duplex, with plans to occupy one side with my family. Each unit will feature approximately 1,500 square feet of living space on the main level, with additional square footage in a partially finished basement. In consideration of community needs, I plan to make the property handicap accessible to accommodate disabled and elderly tenants. The location is ideal, offering convenient access to essential services and being situated near the Mountain Bay Trail, providing an area conducive to walking and recreation. Furthermore, there is a limited supply of handicapped-accessible rental properties in the area, making this development a valuable addition to the neighborhood.*

The property is located across the street from Old Castle Glass (LI Limited Industrial zoned property). There is also duplexes located down the street not far from this property.

**CURRENT PROPERTY CONDITIONS:**

The lot is currently vacant as the Village completed a raze order on the parcel following a fire. The previous owner walked away from the property and the village had removed the dilapidated home and . The owner recently bought the vacant lot via Sherriff sale.

**STAFF RECOMMENDATION:**

Staff recommend approval based on the submittal and information currently available to us.

The change is consistent with the Comprehensive Plan. If this area was to be developed today the single-family lots on Mesker Street would have been zoned for MF Multiple Family Residential or 2F Two Family Residential. The trend in other states and larger metro areas is to allow 2 family homes in what we would think of normally as predominantly single-family neighborhoods. They may require higher aesthetics and design guidelines to make sure that these housing types fit the neighborhood. The Village and our residents are probably not there yet to make a drastic change to our code but I can see the state moving that way with their guidance on how communities tackle the increased need for housing and affordable housing options. We are unable to put restrictions on this rezone but I think that going forward we may want to look at allowing 2F by Conditional Use in the SF-S district.

**PLAN COMMISSION ACTION OPTIONS: (Process is outlined in Sec. 94.16.03(6))**

- 1) **RECOMMEND APPROVAL:** Plan Commission recommends approval of the rezone request and forwards the recommendation on to the Village Board 4/21/25 meeting agenda.
- 2) **RECOMMEND DENIAL:** Plan Commission recommends denial of the rezone request and forwards the recommendation on to the Village Board 4/21/25 meeting agenda.
- 3) **NO RECOMMENDATION:** Plan Commission takes no action and the request moves on to the Village Board 4/21/25 meeting agenda.
- 4) **DEFER ACTION:** Plan Commission can defer action until the next meeting date. The Plan Commission has 45 days following the public hearing per code to take action.

**ACTION:**

---

**Plan Commission Determination on 4/14/25:**

**RECOMMEND APPROVAL 7-0**

---

**VILLAGE BOARD POLICY CHOICES: (Process is outlined in Sec. 94.16.03(8))**

- 1) Board approves the rezone request per the PC recommendation by adopting Ord. No. 25-007 as written. (simple majority required)
- 2) Board approves the rezone request with modifications to Ord. No. 25-007 – Sec. 94.16.03(8)(b) Requires affirmative vote of  $\frac{3}{4}$  or greater of the full Village Board.
- 3) Board denies the rezone request. – Sec. 94.16.03(8)(b) Requires affirmative vote of  $\frac{3}{4}$  or greater of the full Village Board.

---

**Board of Trustees Determination on 4/21/25:**

**APPROVE / DENY**

---



**VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN**

**ORDINANCE NO. 25-007**

**AN ORDINANCE TO APPROVE THE REZONING OF 4803 MESKER STREET FROM SF-L (SINGLE FAMILY RESIDENTIAL) TO 2F (TWO FAMILY RESIDENTIAL) ZONING DISTRICT, VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN**

WHEREAS, the Plan Commission of the Village of Weston having held a public hearing on the 14<sup>th</sup> day of April 2025, on the application described below for the zoning of the property described herein; and

WHEREAS, the Plan Commission having thereafter filed its written recommendations and findings with the Village Board, and the said Board having received and approved the recommendation of said Commission;

NOW THEREFORE, the Village Board of the Village of Weston do ordain as follows:

SECTION 1: On the application (20250100) filed by Luke Cleveland for the following territory now comprising a part of the SF-Single Family Residential zoning districts, located in Section 16, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin, is hereby designated to be and become hereafter part of the following zoning districts:

**2F Two Family** – Lot 1, Block 4 of Kellyland’s 1974 Addition, located in Section 16, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin, as recorded in Plat Cabinet 1, Envelope 498, Document No. 682960, in the Register’s Office of Marathon County, Wisconsin. (192 2808 161 0064)

BE IT FURTHER RESOLVED, that the foregoing amendment to the zoning district designations shall take effect only upon publication of this ordinance. If the rezoning of any lands by this Ordinance does not take effect within 180 days of the date hereof, this Ordinance shall become null and void and the zoning for such lands shall remain unchanged.

SECTION 2: The Zoning Administrator shall make necessary alterations upon the official map of the Village of Weston to reflect the changes in the zoning classifications of the property described herein.

SECTION 3: SEVERABILITY. If any section, clause, provision, or portion of this Ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby. If an application of this Ordinance to a particular structure, land, or water is adjudged unconstitutional or invalid by a court of competent jurisdiction, such judgment shall not be applicable to any other structure, land, or water not specifically included in said judgment. If any requirement or limitation attached to an authorization given under this Ordinance is found invalid, it shall be presumed that the authorization would not have been granted without the requirement or limitation and, therefore, said authorization shall also be invalid. Any other ordinances whose terms are in conflict with the provisions of this ordinance are hereby repealed as to those terms that conflict.

SECTION 4: EFFECTIVE DATE. This ordinance shall take effect upon approval and publication.

Dated the 21<sup>st</sup> day of April 2025.

BOARD OF TRUSTEES

By: \_\_\_\_\_  
Mark Maloney, its President

Attest:

\_\_\_\_\_  
Pamela Brehm, its Clerk

APPROVED: \_\_\_\_\_

PUBLISHED: \_\_\_\_\_

DRAFT

# REQUEST FOR CONSIDERATION

---

<b>Public Mtg/Date:</b>	Board of Trustees Meeting, April 21, 2025
<b>Description:</b>	Resolution 2025-008 Resolution Authorizing the Total Number of Issued and Reserve "Class B" Liquor Licenses
<b>From:</b>	Pamela Brehm, Clerk
<b>Question:</b>	Should the Board of Trustees approve Resolution 2025-008 Authorizing the Total Number of Issued and Reserve "Class B" Liquor Licenses?

---

## Background

A "Class B" Liquor License is issued to establishments and authorizes the sale of intoxicating liquor to consumers. The State provides municipal quotas on the issuance of "Class B" Liquor Licenses and each municipality must keep a record of their own quota. This quota is determined by the number of "Class B" Liquor Licenses granted or issued in good faith and in force on December 1, 1997, plus the number of reserve "Class B" Liquor Licenses the municipality is otherwise authorized to issue.

A municipality may increase its quota of "Class B" Liquor Licenses through an increase in its population which is determined by the Department of Administration. A municipality may increase its reserve "Class B" Liquor License when its population increases by 500 persons.

The Clerk's Department has retained its original documentation for the Village of Weston determining the number of "Class B" Liquor Licenses as of December 1, 1997, along with the authorized reserve "Class B" Liquor Licenses available as of December 1, 1997. In addition, the Clerk's Department has retained its records increasing the reserve "Class B" Liquor Licenses which were done on March 6, 2006, and August 3, 2012.

The attached Resolution will accomplish two-fold:

1. The Resolution will allow for an increase in the reserve "Class B" Liquor License based on recent population.
2. The Resolution will continue to verify the number of "Class B" Liquor Licenses it has available.

Since the municipality must keep a record of its own quota, staff felt that by passing a Resolution each year verifying the numbers of licenses available, no matter the staff, a current record could be maintained.

---

<b>Attached Docs:</b>	Resolution 2025-008
<b>Committee Action:</b>	N/A
<b>FISCAL IMPACT:</b>	N/A
<b>Recommendation:</b>	Clerk recommends approval

---

# REQUEST FOR CONSIDERATION

## Recommended Language for Official Action

I move to approve Resolution 2025-008 Authorizing the Total Number of Issued and Reserve “Class B” Liquor Licenses.

---

**Additional action:** None.

**RESOLUTION #2025-008**  
**RESOLUTION AUTHORIZING THE TOTAL**  
**NUMBER OF ISSUED AND RESERVE**  
**“CLASS B” LIQUOR LICENSES**

**WHEREAS**, pursuant to Section 125.51(4)(bm), Stats., as created by 2025 Wisconsin Act 3, the undersigned clerk for the Village of Weston, County of Marathon records the following information:

1. The population of the Village of Weston, as of December 1, 1997, as established by the Department of Administration population estimate provided to the municipality for purposes of shared revenue distribution is **11,250**.
2. The number of “Class B” liquor licenses authorized to be issued by the Village of Weston on December 1, 1997 is **23** (Note: this number is based on the state quota established by Wis. Stats. Section 125.51(4)(1995-1996).
3. The number of “Class B” liquor licenses actually granted by the Village of Weston as of December 1, 1997 is **18**.
4. There were **five** unissued “Class B” liquor licenses available as of December 1, 1997. Since this number is more than four, the following calculation must be completed:

Number of unissued licenses	5
Subtract 3 for remaining unissued licenses	2
Divide by 2	1
Add 3	4

The number of reserve “Class B” licenses the Village of Weston is authorized to issue as of December 1, 1997, is **four**.

**CALCULATION OF RESERVE “CLASS B” LICENSES AUTHORIZED TO BE ISSUED BY THE MUNICIPALITY AFTER DECEMBER 1, 1997**

1. The population of the Village of Weston, as of March 6, 2006, as established by the Department of Administration population estimate provided to the municipality for purposes of shared revenue distribution is **13,195**.
  - a. Add one license for each fraction of 500 population. This results in **seven** reserve licenses available to issue.

2. The population of the Village of Weston, as of August 3, 2012, as established by the Department of Administration population estimate provided to the municipality for purposes of shared revenue distribution is **15,045**.
  - a. Add one license for each fraction of 500 population. This results in **11** reserve licenses available to issue.
  
3. The population of the Village of Weston, as of January 1, 2024, as established by the Department of Administration population estimate provided to the municipality for purposes of shared revenue distribution is **15,868**.
  - a. Add one license for each fraction of 500 population. This results in **13** reserve licenses available to issue.
  
4. The number of reserve “Class B” licenses the Village of Weston is authorized to issue as of April 21, 2025, is **13**.

Passed by the Board of Trustees of the Village of Weston, at a regular meeting thereof, this 21<sup>st</sup> day of April, 2025.

VILLAGE OF WESTON

---

Mark F. Maloney, President

ATTEST:

By: \_\_\_\_\_  
Pamela S. Brehm, Clerk

# REQUEST FOR CONSIDERATION

**Public Mtg/Date:** Board of Trustees, April 21, 2025

**Description:** Discussion and/or action on the Possible Revision to the Lease Agreement with the Town of Weston at 5209 Mesker Street

**From:** Jami Gebert, Administrator

**Question:** What are the goals for the renegotiated lease with the Town?

## Background

Below is the discussion/action regarding the decision to revise the current lease agreement with the Town of Weston from August 19, 2024.

Discussion and/or action on Recommendation from the Finance and Human Resources Committee to Terminate the Lease Agreement with the Town of Weston at 5209 Mesker Street

***Motion by Pinsonneault, second by Weiland to terminate the least agreement with the Town of Weston at 5209 Mesker Street and direct staff to work with the Town of Weston to explore other options to include leasing the Board Room in the 4747 Camp Phillips building for meetings and leasing one office in this building of a similar size of 158 square feet.***

Discussion was held in which Maloney and Cronin stated that they were not in agreement about leasing space in the Municipal Center to the Town of Weston due to the confusion of residents and wish to work with the Town of Weston where they currently are located. Discussion was held regarding the current rent paid by the Town of Weston and that renegotiation would be a better option. Maloney stated that the Village works together with municipalities and wants to continue to do so. Zeyghami stated that in the past it was agreed to do whatever can be done to remain in agreement with the Town. Pinsonneault stated that the amount we are currently receiving for rent is far less than what it takes to maintain the building, pay for internet, and phone. Milt Olson spoke to the Board on behalf of the Town of Weston that they would like to continue their offices at Mesker Street but are willing to work with the Village.

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

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	NO
Ermeling, Barb	NO
Hartinger, Jasper	----
Maloney, Mark	NO
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	NO

***Motion by Cronin, second by Zeyghami to direct staff to work with the Town of Weston on renegotiation of the lease agreement.***

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

# REQUEST FOR CONSIDERATION

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	YES
Ermeling, Barb	YES
Hartinger, Jasper	----
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	YES

In development of an updated lease, as mentioned previously, the Town would consider a per diem payment for the use of the prior municipal court space in the Public Safety building for events such as public meetings, elections, etc. A per diem amount has not been finalized nor a potential increase to the annual sum for rent. Prior to sharing a new draft of the lease agreement, staff would like to further discuss the goals for a renegotiated lease. In the current lease, base rent was determined beginning January 1, 2020, in the amount of \$3,900, and increases annually by the increase, if any, in the CPI-U of all items, not seasonally adjusted. In 2025, the Town will pay the Village \$4,868.63 by the end of July for rent expense. For the approximately 158 square feet of office space used regularly, this amount is roughly \$30/square foot. Plus, the Town pays for phone/internet, again adjusted annually for CPI-U, at an expense in 2025 of \$1,395.67. The utilities at the Public Safety building as not metered separately per space, which is why it was thought a flat per diem amount per usage would be a better option. Both the Village and Town have expressed openly a willingness to work together, staff would just like to revisit the ultimate expectation(s) of a new draft lease.

---

**Attached Docs:**        **None.**

---

**Committee Action:**    **Prior action noted in the RFC.**

---

**FISCAL IMPACT:**        **None.**

---

**Recommendation:**    **None.**

## Recommended Language for Official Action

**I motion the following considerations \_\_\_\_\_ are addressed in the new draft lease agreement and the draft be shared with the Town in May and added to the next Board agenda.**

**Or something else . . .**

# REQUEST FOR CONSIDERATION

<b>Public Mtg/Date:</b>	<b>Board of Trustees, April 21, 2025</b>
<b>Description:</b>	<b>Discussion and/or action on SAFER's usage of Additional Building Space in the Public Safety Building</b>
<b>From:</b>	<b>Jami Gebert, Administrator Josh Finke, Chief</b>
<b>Question:</b>	<b>Would the Board like to approve SAFER's additional use of space in the Public Safety Building?</b>

## Background

As briefly mentioned at the March 17, 2025, meeting, SAFER's Board of Directors would like to use some of the currently vacant space in the Public Safety Building. SAFER would utilize the space for a Fire/EMS internship program recently approved by the SAFER Board and office space for the Fire Inspector position. The Public Safety Building, off of Mesker Street, is owned by the Village and leased to SAFER for \$1/annually. SAFER has had a very positive response to the internship program, which it anticipates starting on June 1<sup>st</sup>. Three offers have been extended to interns to live in the building while pursuing degrees in the Fire/EMS field. Chief Finke has attached a memo with additional details.

Everest Metro Police Department (EMPD) was previously in the space, but they have now vacated, leaving the opportunity for SAFER to use an additional 5,900 square feet approximately. This additional square footage is not all the remaining space in the facility. When EMPD occupied the building, associated costs were divided 50/50 between them and SAFER. Once the internship program begins and the Fire Inspector is utilizing the space, the SAFER Board of Directors have agreed to divide the costs 70/30.

Following discussion/action by the BOT, the Administrator can coordinate with the Village Attorney regarding an addendum to the Lease Agreement to reflect an updated *Premise* as note in [Article 2](#).

<b>Attached Docs:</b>	<b>Chief Finke Memo RE: Usage of Additional Building Space</b> <b>Lease Agreement between SAFER District and the Village of Weston</b>
<b>Committee Action:</b>	<b>Public Works &amp; Utility Committee reviewed and have no concerns.</b>
<b>FISCAL IMPACT:</b>	<b>None.</b>
<b>Recommendation:</b>	<b>None.</b>

## Recommended Language for Official Action

**I motion approval of SAFER utilizing the additional space in the Public Safety Building.**

**Or something else . . .**

## MEMO

**To: Weston Board of Directors**

**From: Chief Finke**

**Date: 3/31/2025**

**Re: Usage of Additional Building Space**

During the January 14<sup>th</sup> meeting of the SAFER Board of Directors a decision was made to move the Fire Marshall to station 2. He will work out of an office near the locker rooms in the back part of the building. The Fire Marshall spends about 80% of his time out of the office but he does need time to review building plans, look up fire code and send out code violations which are done in the office.

During a meeting on February 11<sup>th</sup> the board agreed to move forward with our new intern program that will begin on June 1<sup>st</sup> 2025. This program is currently slated to use the area that was previously occupied by the EMPD administrative staff. I have worked along with administrator Gebert to determine the square footage of that area. The cost for the utilities will be shifted to SAFER. The fire district will need to make changes to some of the IT in that area and will take sole responsibility for those costs.

**LEASE AGREEMENT BETWEEN SOUTH AREA FIRE AND  
EMERGENCY RESPONSE DISTRICT AND THE VILLAGE OF WESTON**

ARTICLE 1

**Parties**

THIS LEASE AGREEMENT, made this \_\_\_\_\_ day of \_\_\_\_\_, 2018, by and between the South Area Fire & Emergency Response District (“SAFER”), a fire district and the Village of Weston (“Weston”), a municipal corporation of the State of Wisconsin.

ARTICLE 2

**Premises**

Weston hereby leases to SAFER usable space at the Public Safety Building property located at 5303 Mesker Street in Weston, Wisconsin (the “Property”). Weston retains the right to occupy the Property to the extent necessary to operate the collaborative entities and projects which occupy the Property.

Weston hereby leases to SAFER approximately 15, 133 sq. ft. for use by SAFER. The SAFER space is identified in the drawings and Safety Building Room Schedule as “SAFER” (the “SAFER Premises”). The drawings and Safety Building Room Schedule are attached hereto as Exhibit 1. In addition to the SAFER Premises, SAFER has a non-exclusive easement in common with other tenants to use the driveways, sidewalks, and parking areas on the Property and designated “common area” within the building as identified in Exhibit 1. The SAFER Premises constitutes approximately forty-six percent (46%) of the gross leasable space within the building.

ARTICLE 3

**Improvements**

SAFER shall have the right to make improvements within the SAFER Premises upon prior written consent of Weston which shall not be unreasonably withheld. All improvements shall conform to, and comply with, all federal, state and local laws, ordinances, rules, and regulations. Any such improvements shall be arranged to minimize any disruption to other tenants of the Property.

ARTICLE 4

**Term**

The term of this Lease Agreement will commence on the Effective Date (the “Commencement Date”) and expires at midnight from the last day of the month following the 10<sup>th</sup> anniversary of the Commencement Date. Provided SAFER is not then in default under the terms and conditions of this Agreement, and provided that SAFER does not give Weston 90 days written notice of its intention to not renew, the term of this Lease Agreement shall be automatically extended for three (3) periods of five (5) years each upon the same terms, covenants, and conditions as in this Lease Agreement.

ARTICLE 5

**Use**

The SAFER Premises shall be used by SAFER as a fire, emergency medical services, and rescue operations station. Upon the termination of this Lease Agreement, SAFER shall remove its personal property from the Property and deliver the SAFER Premises peaceably in as good of condition as on the Commencement Date, regular wear and tear excepted.

ARTICLE 6

**Rent**

SAFER shall pay rent to Weston in the sum of One and no/100 Dollar (\$1.00) as the entire consideration for the term and all renewal terms of this Lease Agreement.

ARTICLE 7

**Right of Entry**

Weston, or any of its agents, shall have the right to enter the SAFER Premises to inspect or repair, as may be deemed necessary, for the safety, comfort, or preservation of the Property. Advance notice shall be provided, if possible, and Weston shall follow whatever protocols are necessary to maintain proper security and confidentiality.

ARTICLE 8

**Assigning and Subletting**

This Lease Agreement shall not be assigned. No portion of the SAFER Premises may be sublet without Weston’s prior written consent.

## ARTICLE 9

### **Prohibited Uses**

SAFER agrees not to permit anything to be done in, or about, the Property which will, in any way, obstruct or interfere with the rights of other tenants or occupants of the Property, or injury or annoy them. SAFER shall keep the SAFER Premises, and all common areas used by SAFER or any of its employees or guests, in a clean and sanitary condition.

## ARTICLE 10

### **Parking**

SAFER will have the non-exclusive right to use the common areas designated for parking. Weston shall have the right to reasonably restrict SAFER employee parking to ensure parking spaces are available for all tenants and customers of the Property.

## ARTICLE 11

### **Exterior Maintenance**

Weston shall be responsible for all snow plowing, snow removal, and snow shoveling as required in the parking lot, driveways, and sidewalks, and for lawn care and landscaping of any grassy areas adjacent to the building.

## ARTICLE 12

### **Routine Maintenance**

SAFER agrees to keep the interior portion of the SAFER Premises in good repair and maintenance at all times. This includes, but is not limited to, the interior portion of the walls and any electrical, HVAC, mechanical and plumbing systems located within the SAFER Premises which exclusively serve the SAFER Premises from the point which such systems enter the SAFER PREMISES. SAFER shall be responsible for all routine repair, maintenance, cleaning, and the replacement of doors, windows, floor coverings, wall coverings, ceilings, and lighting fixtures within the SAFER Premises. Any damage to the common areas resulting from SAFER's use of the Property shall be repaired and restored by SAFER at its expense.

## ARTICLE 13

### **Housekeeping**

SAFER shall pay for all housekeeping and janitorial services necessary to maintain the SAFER Premises, and all common areas used by SAFER employees or guests, in a clean and professional manner.

## ARTICLE 14

### **Nonroutine Maintenance**

Weston shall be responsible for all nonroutine maintenance of the building. The term “nonroutine maintenance” means the repair and/or replacement of any building components costing in excess of \$3,500.00 per line item. The building components are any portions of the building, such as the roof, heating, ventilating and air conditioning system, the plumbing system, the electrical system, or any structural component of the building, the cost of which would be capitalized under generally accepted accounting principles. SAFER shall submit an estimate of the costs of such nonroutine maintenance to Weston for approval prior to authorizing any such repair and/or replacement work.

## ARTICLE 15

### **Utilities**

SAFER shall be responsible for the payment of fifty percent (50%) of all utility fees attributable to the Property, including the cost of water, sewage, electricity, and fuel used for heating, ventilating, or cooling the building. SAFER shall pay for all telephone costs, data services, internet costs, and all other expenses that may be incurred in the operations of SAFER.

## ARTICLE 16

### **Insurance**

LIABILITY INSURANCE - SAFER shall, at its own sole cost and expense, and for the mutual benefit of Weston and SAFER, carry and maintain comprehensive public liability insurance, including property damage, insuring SAFER and Weston as an “additional insured” against liability for injury to person or property occurring in, or about, the Property, or arising out of its ownership, maintenance, use, or occupancy thereof. The limits of liability under said policy shall not be less than \$300,000 for liability to any one person, \$500,000 for liability for any accident, and not less than \$50,000 for property damage. SAFER agrees to furnish evidence of such insurance to Weston upon demand.

PROPERTY INSURANCE – Weston shall, at its own sole cost and expense, provide for property insurance on the Property, in an amount not less than the full insurable replacement cost of the Property, insuring against loss or damage by fire, and such other risks, as are covered by the current ISO Special Form policy. Weston, at its option, may obtain such additional coverages and/or endorsements as it deems appropriate or necessary including, without limitation, insurance covering foundation, grading, excavation and debris removal costs, earthquake insurance, flood insurance, and other coverages and/or endorsements.

SUBROGATION CLAIMS - Weston and SAFER shall waive all claims for recovery against each other for any loss or damage (whether or not such loss or damage is caused by the negligence of the other party and, notwithstanding, any provision(s) in the Lease Agreement to the contrary) to any person or property coverable under any property insurance required to be carried hereunder, or by any property insurance actually carried by the respective party. This waiver is not limited to the amount of insurance actually carried, or to the actual proceeds received after a loss. Each party shall its insurance company, which issues its property coverage, waive any rights of subrogation against any of the other parties to this Lease Agreement, and any other tenants of the Property, and shall have the insurance company include an endorsement acknowledging this waiver, if necessary.

#### ARTICLE 17

##### **Signage**

SAFER agrees that it will not place any signs outside the building without the written consent of Weston, which consent shall not be unreasonably withheld, conditioned, or delayed.

#### ARTICLE 18

##### **Indemnification**

SAFER agrees to indemnify and hold harmless Weston from all losses, damages, liabilities, and expenses which may arise out of SAFER's use of the Property. Nothing contained herein is intended to be a waiver or estoppel of the parties or their insurer to rely upon the limitations, defenses, and immunities contained within Wisconsin law, including those contained within Wisconsin Statutes §§893.80, 895.52, and 345.05. To the extent that indemnification is available and enforceable, the parties, or their insurer, shall not be liable in indemnity or contribution for an amount greater than the limits of liability for municipal claims established by Wisconsin law.

ARTICLE 19

**Right to Cure**

In the event of a default by any party to the Lease Agreement, any non-defaulting party may, pursuant to and under the terms of the Lease Agreement, give the defaulting party, or parties, notice of the default, and a 30-day right to cure such default, and during the cure period the defaulting party, or parties, will take no action to enforce its claim arising from such default.

ARTICLE 20

**Notices**

Any notices hereunder shall be given to the parties at the addresses below. In the event such address is no longer effective, and no other address for notice has been given, notice shall be sent to the party's last known address. Notice shall be in writing and mailed via certified mail, return receipt requested.

ARTICLE 21

**Building Rules**

Weston may create, alter, or delete building rules and regulations that it determines necessary to better serve the tenants of the Property. The rules and regulations shall be enforced in a non-discriminatory manner by Weston, and shall not unreasonably interfere with the use of the SAFER Premises or the common areas.

**IN WITNESS WHEREOF**, the parties hereto have executed this Lease Agreement as of the year and date set forth above, and by so signing this Lease Agreement, certify that they have been duly and properly authorized by their respective boards to make the commitments contained herein, intending them to be binding upon their respective entities, and to execute this Lease Agreement on their behalf.

VILLAGE OF WESTON

Dated: 8/20/18

By:   
Barbara Ermeling, President

Dated: 8/20/18

Attest:   
Sherry Weirkauf, Village Clerk

SOUTH AREA FIRE & EMERGENCY  
RESPONSE DISTRICT

Dated: 8/22/18

By:   
Allen Opal, Chairman, Board of Directors

Dated: 8/22/18

Attest:   
\_\_\_\_\_

# REQUEST FOR CONSIDERATION

Public Mtg/Date:	Finance & Human Resources Committee AND Board of Trustees, April 21, 2025
Description:	Discussion and/or action on amendments to Chapter 10 <i>Employee Conduct and Behavior</i> of the Employee Personnel Policies and Procedures Handbook
From:	Jami Gebert, Administrator
Question:	Would the committee like to recommend approval of amendments to Chapter 10 of the Employee Personnel Policies and Procedures Handbook to the Board of Trustees?

## Background

Following discussion of the March 17<sup>th</sup> Finance and Human Resources Committee meeting, please find attached draft amendments to Chapter 10 *Employee Conduct and Behavior*. While discussion focused on the *Appearance* section of the policy last month, revisions were needed throughout the chapter, thus the entirety of Chapter 10 is attached. Unrelated to the *Appearance* section, there was discussion last month regarding the *Cellular Phone Policy*, which is also a part of Chapter 10. The draft amendments include an increase from \$25 to \$50/monthly reimbursement for non-exempt employees. There is also a highlighted section regarding reimbursement in the *Cellular Phone Policy*. We can discuss this option further at the meeting on Monday.

Attached Docs:	draft Chapter 10 <i>Employee Conduct and Behavior</i> amendments
Committee Action:	TBD.
FISCAL IMPACT:	Minimal.
Recommendation:	None.

## Recommended Language for Official Action

### ***Finance and Human Resources:***

**I recommend approval of the amendments to Chapter 10 *Employee Conduct and Behavior* of the Employee Personnel Policies and Procedures Handbook to the Board of Trustees.**

**OR**

**I recommend approval of the amendments to Chapter 10 *Employee Conduct and Behavior* of the Employee Personnel Policies and Procedures Handbook with the following changes \_\_\_\_\_ to the Board of Trustees.**

### ***Board of Trustees:***

**I motion to approve the Finance and Human Resources Committee recommendation regarding the amendments to Chapter 10 *Employee Conduct and Behavior* of the Employee Personnel Policies and Procedures Handbook.**

**OR**

# REQUEST FOR CONSIDERATION

---

I motion to approve the Finance and Human Resources Committee recommendation regarding the amendments to Chapter 10 *Employee Conduct and Behavior* of the Employee Personnel Policies and Procedures Handbook with the following changes \_\_\_\_\_.

Or something else . . .

## CHAPTER 10

**EMPLOYEE CONDUCT AND BEHAVIOR**

- Sec. 10.01. Appearance.
- Sec. 10.02. Attendance and Punctuality.
- Sec. 10.03. Cellular Phone Policy.
- Sec. 10.04. Communication and Confidentiality.
- Sec. 10.05. Conduct Guidelines.
- Sec. 10.06. Drug Free Workplace and Substance Abuse Policy.
- Sec. 10.07. Ethics Policy.
- Sec. 10.08. Managements of Requests through the Administrator.
- Sec. 10.09. Off-Duty Conduct.
- Sec. 10.10. Political Activities.
- Sec. 10.11. Reasonable Accommodation of an Employee with a Disability.
- Sec. 10.12. Respect for Individual Differences.
- Sec. 10.13. Sexual Harassment Policy.
- Sec. 10.14. Social Media Policy.
- Sec. 10.15. Supervisor-Employee Relationships.
- Sec. 10.16. Supplementary Employment.
- Sec. 10.17. Technology Use Policy.
- Sec. 10.18. Telephone Use Policy.
- Sec. 10.19. Tobacco Free Village Buildings, Property, Equipment, and Vehicles.
- Sec. 10.20. Village Vehicles.
- Sec. 10.21. Weapons and Firearms.
- Sec. 10.22. Work Rules.
- Sec. 10.23. Workplace Bullying Policy.
- Sec. 10.24. Workplace Violence Zero-Tolerance Policy and Procedure.

**Sec. 10.01. Appearance.**

~~It is your responsibility to represent the Village to the public in a manner that shall be courteous, efficient, and helpful. The expectation is that employees will wear clothing appropriate for the type of work being performed. Village employees should always be business like, well-groomed, and dressed in a manner suitable for public service. The appearance of employees reflects the image of the Village and has a significant impact on the way we are viewed by the general public.~~

**Administrative and Office Employees**

~~Employees are expected to dress for their day in a manner that is normally acceptable in business establishments. Employees should not wear tight or revealing attire, spaghetti straps, backless clothing or similar attire that does not present a business-like appearance. Clothing that contains offensive words, cartoons, or contains political statements, slogans, or campaign related information is prohibited. Casual blouses or shirts, dress shirts, sleeveless sweaters and shirts, polo collar knit or golf-type shirts, button down shirts, sweaters, and jeans are accepted, as long as all clothing is neat, clean and without rips, holes, etc.~~

~~This policy is not an all-inclusive list of what is and is not acceptable and employees must exert judgment in their choice of clothing that is worn to work. Any employee who does not meet the standards of this policy will be required to take corrective action, which may include leaving the premises. Violations of this policy could also result in disciplinary action.~~

~~Employees are to report to work with clean clothes and free of body odor. Perfume, scented lotions, cologne, and aftershave lotion should be used sparingly or modestly or avoided altogether as some individuals may be sensitive or allergic to strong fragrances. Hair should be clean, combed and styled conservatively. All attire must be clean, and well kept to present a professional image. Revealing clothing (including visible undergarments) may not be worn. Shoes must be in good visual shape; void of stains and/or discolorations. Fingernails should be kept clean; they should not be excessive in length. Facial and/or tongue piercings are to be removed during work hours. Studs, worn in the nose, may be worn if discreet and a maximum size of 2 mm. Make up is to be worn conservatively. Clothing that is too tight should be avoided. Tattoos featuring suggestive/vulgar images or words, or that display or promote racist or discriminatory ideals, must not be visible. Facial tattoos are prohibited. Body piercings must not be prominent or distracting. Subtle/understated adornments may be acceptable.~~

~~Employees working in the administrative office must follow guidelines described as “business casual”.~~

#### Appropriate “Business Casual” Attire

~~Dresses, skirts, blouses, dress shirts, sweaters, vests, slacks, skirts, capris that denote a professional “business casual” look are accepted. Hemlines for dresses and skirts are to be at an appropriate length. Business casual and/or semi-dress style shoes; sandals, sling backs, or any other open toed shoes must be professional in appearance and not pose a safety hazard. Shoes should be clean and of a business casual or semi-dress style.~~

~~Employees required to attend any Board of Trustee or Committee meeting of the Village must follow guidelines described as “business professional”.~~

#### Appropriate “Business Professional” Attire

~~For men, business attire includes a suit, sports coat, or collared dress shirt with a tie and dress slacks and shoes. For women, business attire includes tailored pantsuits, businesslike dresses, coordinated dressy separates worn with or without a blazer, and dress shoes.~~

~~No jeans, sweatshirts, tennis shoes or flip flops are to be worn.~~

#### Special Conditions

~~Special circumstances (cleaning days, certain work, and special occasions) may warrant relaxing the specific dress code guidelines and expectations, at the discretion of the Administrator. On these occasions, employees are still expected to present a neat appearance and are not permitted to wear ripped or disheveled clothing, or similarly inappropriate clothing.~~

#### Uniforms for Services Division-Field-based Employees

~~Field-based Employees includes staff whose work is primarily outside a traditional office. The Village may make arrangements to provide uniforms to employees of the Parks and Public Works Department, plus Building Inspection staff that work out in the field or in the shop. These employees will be offered 5 eleven (11) sets of uniform trousers and shirts to ensure a full week of clean uniforms is available. Employees who primarily work as mechanics will also be offered coveralls to protect clothing. The Village may also provide t-shirts and hats for these employees. Employees are responsible for keeping their uniforms neat and in good repair.~~

~~Hats and caps may be worn as long as the logos and images on the hat or cap do not display messages advocating violence; promoting alcohol, drugs or illegal substances; or contain profanity or any graphics or words that demean or ridicule others, and as long as wearing the hat or cap does not present a safety~~

hazard. Caps should be worn bill forward. Other head coverings may be permitted as authorized by your Department Director.

Employees that prefer not to wear a uniform, provided by the Village, are expected to wear clothing appropriate to the workplace and this clothing should not display messages advocating violence; promoting alcohol, drugs or illegal substances; or contain profanity or any graphics or words that demean or ridicule others. Clothing should not be excessively torn, worn, frayed, or visibly patched. Pants and jeans should fit properly (i.e. not be so loose or baggy that undergarments or skin are visible when moving around or bending).

~~Services Division-Field-based~~ employees may wear shorts during the summer months. The shorts need to be ~~knee appropriate~~ length ~~or of a length not more than four inches above the knee~~. All shorts shall be hemmed, and cutoffs are prohibited. Shorts should be solid in color, made of denim, cotton or similar material. Shorts should also fit properly (i.e. not be so loose or baggy that undergarments or skin are visible when moving around or bending). Shorts may not be permitted for all activities and are only permitted as authorized by your Department Director.

All ~~services division-Field-based~~ employees will be required to wear approved work shoes and or work boots that are designed for use in the work environment in which it is being worn. Approved work shoes and or boots shall be interpreted to mean hard-soled, closed steel toe with uppers constructed of leather, or other man-made materials that are resistant to puncture and absorptions of oils and other substances. The work shoes and or work boots must be designed for use in the environment in which it is being worn. Hard-soled means a sole that is made from a hard material that is resistant to puncture. Please refer to Chapter 9 Safety for a complete description of Personal Protective Equipment requirements.

The Village, payable when receipts are turned in, shall also ~~reimburse~~contribute \$ \$300.00/annually to a clothing allowance for each Field-based employee, for such items as jackets, bib overalls, insulated coveralls, boots, hats and gloves.

### **All employees**

Employees' personal appearance leaves a lasting impression on customers. Dress appropriately for the work you do and keep your work area clean, safe, and orderly. Avoid extremes in clothing, makeup, fragrances, and jewelry. Department Directors are responsible for interpreting and enforcing dress and grooming standards in their areas of responsibility. This includes counseling employees whose appearance is inappropriate. Reasonable accommodation will be made for employees' religious beliefs and disabilities wherever possible, consistent with the business necessity to present a professional appearance to the public and our clients.

[TBD Amended by Act of the Village Board of Trustees on (date)]

### **Sec. 10.02. Attendance and Punctuality.**

Our successful operation in large part depends on the regular attendance of each of our employees. Your job is important. -We need you to be reliable and punctual in reporting for scheduled work.

Unscheduled absenteeism and tardiness, whatever their causes are disruptive and place a burden on your fellow employees and our customers. It also makes it difficult for us to operate efficiently, which affects our cost-effectiveness. ~~Since satisfied customers provide us with our jobs, r~~Regular attendance and being ready to work at your scheduled starting time (not just coming in the door or getting ready to start work) are simple ways ~~for you to we~~ help to maintain our commitment to quality and service.

If you will be unavoidably late to work or absent, please call your Department Director at least 30 minutes before but no later than 30 minutes after your scheduled starting time. Check with your Department Director when you arrive and record the time you actually start working on your time sheet. If you will be absent, make sure your Department Director knows about any customer(s) you are currently working with and what other things need to be taken care of during your absence.

Please contact ~~us~~your supervisor each day you will not be able to work. We may require a doctor's excuse for absences of three or more consecutive days.

Poor attendance and excessive tardiness will have a negative impact on your performance evaluation and on consideration for pay increases and promotions and may result in disciplinary action, up-to and including discharge.

Any employee who does not report to work and does not notify us within three (3) working days after the start of his/her scheduled shift will be considered to have voluntarily ~~terminated~~resigned his or her employment with us.

### **Sec. 10.03. Cellular Phone Policy.**

- (1) Background: The Village recognizes that the performance of ~~ertain~~job responsibilities may be enhanced by or may require the use of a cellular (cell) phone, smartphone, tablet or another mobile computing device, hereafter referred to collectively as mobile devices. In order to comply with IRS rules, as of January 1<sup>st</sup>, 2015, the Village will no longer provide mobile device service to individual employees, unless otherwise provided for through a written employment agreement. Instead, the Village will begin issuing a Stipend for employees whose job duties require the use of a mobile device. This Stipend is meant to off-set the overall costs of the mobile device ownership, not cover those costs in full. The Stipend is not considered taxable income to the employee but is seen as a reimbursement for the expense of ownership.
- (2) Purpose: The Village recognizes that the performance of ~~ertain~~job responsibilities may be enhanced by, or may require the use of a mobile device. Village employees will be given the opportunity to purchase and use a mobile device of their choosing at work for mutual convenience. The Village reserves the right to revoke this privilege if users do not abide by the policies and procedures outlined below. This policy is intended to protect the security and integrity of ~~T~~the Village's data and technology infrastructure. Limited exceptions to the policy may occur due to variations in devices and platforms. Village employees must agree to the terms and conditions set forth in this policy before connecting their devices to the Village's network.
- (3) Scope: This policy applies to all Village employees, and those whose job responsibilities may be enhanced by, or may require the use of a mobile device. The Village will not own mobile devices for the use of individual employees. Following the adoption of this policy, all Village owned phones will be for general, pooled departmental use, unless otherwise provided for through a written employment agreement.
- (4) Definitions:
  - (a) For the purpose of this policy, any portable electronic resource device that is used, in any measure, to make or receive wireless calls, is defined as a "cell phone".
  - (b) For the purpose of this policy, employees are defined as regular full-time employees, but may also include those people associated with the Village such as regular part-time employees,

temporary, seasonal, appointed officials, elected officials, volunteers, and/or contractors if appropriate.

- (c) Village issued push-to-talk devices, walkie-talkies, and pagers that do not have a cellular phone capability are excluded from the policy. The Administrator should approve issuance of such devices.

(5) Use of Cellphones/Smart Devices by Village employees while at work:

- (a) Employees will be permitted to use their personal cellular phones within the workplace, but within reason and given certain conditions and limitations.
- (b) An employee who owns a cellular and/or mobile smart device may use the device for both business and personal purposes, as needed, and as appropriate throughout the workday. Use of the phone, during a work shift, in any manner contrary to Villages policies and expectations as well as local, state, or federal laws will constitute misuse, and could result in disciplinary action.
- (c) Employees may use their mobile device to connect to the Village's wireless network to access internet and other electronic resources necessary to perform their job duties. Employees may also access internet and other electronic resources for personal reasons, but should only do so while on break.
- (d) Employees will be expected to act maturely and responsibly with this privilege and also abide by the Village's computer and technology use policies while connected to the Village network with their mobile device.
- (e) While non-exempt employees are encouraged to connect their mobile devices to the Village's electronic email server, they may only download and ~~or~~ access these emails during their scheduled work shift.
- (f) Employees may only use their mobile devices in lawful and safe settings, and must abide by all other Village policies (e.g. policies regarding safe use and operation of equipment and vehicles) while in use.

(6) Stipend Reimbursement:

- (a) All full-time equivalents (FTEs) are eligible to request a stipend as reimbursement for use of their individually-owned mobile device as a business expense.
- (b) Eligible employees interested in receiving the Stipend must sign a mobile cell phone request and agreement (see Appendix 10-A). The employee's Department Director will review the request and pass his/her recommendation on to the ~~Employee Resources Manager or~~ Village Administrator for approval/denial. ~~To receive the stipend the employee's agreement with the Village will include the following:~~
  - i. Agreement that cell phone use must be consistent with applicable laws and to comply with all laws while driving.
  - ii. Agreement to follow the Village's requirements for preserving all email communications by installing and using the e-mail software application as directed by the Village. ~~This software could change from time to time.~~

- iii. Agreement that no government business is conducted through text messaging, except any text messaging that may be contained and supported through the Village's main server.
- iv. Agreement that the employee has no expectation of privacy with respect to the phone.
- v. Agreement to immediately produce the phone to the Village for inspection upon request.
- vi. Authorization allowing the Village to request any phone records or data for the subsidized phone from the cellular provider.
- vii. Agreement to provide the Village with their phone before the employee transitions to a new phone so that public records that might not have been properly saved to the Village's software can be retained before the transitions occurs.
- viii. Agreement to comply with the guidelines under Sec 10.17 Technology and Use Policy.

The Village is not responsible for anything that may happen to an employee's phone (if it is broken or damaged in the course of their employment) or any liabilities that may result from personal use of the phone.

(c) The Stipend amount for eligible, exempt employees shall be \$50/monthly.

(d) The Stipend amount for eligible, non-exempt employees shall be \$5025/monthly.

*A potential different option regarding stipend amount(s) would be to consider the addition of \$1,200 to position compensation. The adjustment would only occur once, across the salary matrix. This would eliminate the need for stipend reimbursement. Appendix A would still be required outlining the compliance requirements of cellular phone use.*

(e) The Village will pay only the Stipend amount and nothing more. The Stipend is neither permanent nor guaranteed. The Village reserves the right to remove an employee from Stipend eligibility and/or cancel the Stipend at any time. The Stipend shall end upon separation of employment with the Village. The Village shall not be responsible for any costs or fees associated with the mobile device service or contract, including cancellation charges.

(f) The Stipend will be added to the eligible employee's regular paycheck after a request has been submitted and approved by the Department Director, Administrator, Technology Services and Finance Department.

(g) Employees who choose not to accept the stipend must still provide the Village with a phone number at which they can be contacted in the event of situations requiring response to the needs of the public.

(7) Compliance Requirements for Stipend Reimbursement:

(a) As a condition of receipt of a cellular phone stipend reimbursement from the Village of Weston, all eligible employees are required to have a functioning cellular phone with them during their work shift. Phones must have a voice plan with an active voicemail account feature.

(b) Employees must provide their Department Director ~~and the Employee Resources Manager~~ with their current cell phone number, and immediately notify ~~both parties~~ the Department Director if the number changes.

- (c) Employees should arrive for their work shift with a properly charged and functioning cellular phone capable of sending and receiving communications throughout the workday.
- (d) Employees are expected to carry their mobile device on their person both on, and off duty, and respond promptly and professionally when contacted about Village business.

(8) Additional Compliance Requirements for eligible, exempt employees:

- (a) Eligible, exempt employees are required to have a mobile device, which also includes a cellular data plan, in addition to the voice plan with an active voicemail account feature requirement.
- (b) Eligible, exempt employees are required to be readily accessible for frequent contact, and/or critical contact with their colleagues and/or the public, and that accessibility extends to time away from work and/or may also involve on-call responsibilities.
- (c) Eligible, exempt employees will be asked to connect their mobile device (i.e., smart phone) with the Village's electronic mail server. Exempt employees must provide their mobile device to the Technology Services Director (i.e., Chief Technology Officer C.T.O.) to connect their device to the Village's electronic mail server.
- (d) All mobile devices anticipated to connect to the Village's data services, such as the Village's email system, must be approved by the Village's Technology Services Director. Not all devices are supported by the Village's system. The Village has no responsibility to service all data/communication systems. It is the employee's responsibility to ensure that their device can communicate with the Village's system prior to incurring any expenses or obligations with their provider.

*[Amended by Act of the Village Board of Trustees on December 15, 2014]*

**Sec. 10.04. Communication and Confidentiality.**

Communication is a joint responsibility shared by the Village and all employees. No information concerning the internal operations of the Village, including but not limited to the release of records of the Village, may occur except through, and with the permission of, the Administrator or individual Department Director if designated by the Administrator. If requests for information are received by employees, whether on or off duty, from any person, then the employee is required to politely decline to provide such information and to direct that individual to the Administrator or Department Director for a response to that inquiry.

Because of an employee's responsibilities at the Village, an employee may have access to confidential medical, social, resident, personnel or other sensitive information. This may include information concerning a resident's financial status, the Village's business practices including purchasing and negotiating strategies, and employee records. This sensitive information cannot be disclosed to any personnel who do not have a legitimate business need to know such information or to persons outside of the work unit without the permission of the Administrator or his/her designee. All employees are responsible for protecting the confidentiality of this information.

The Village's custodian of records is responsible for the disclosure of records pursuant to request for records under Wisconsin's Public Records Law. Unless directed by the Village's custodian of records, employees shall not act as the Village's custodian of records or disseminate information.

The Village acknowledges the right of its employees, as citizens in a democratic society, to speak out on issues of public concern. When those issues are related to the Village, however, the employee's expression must be balanced against the interests of the Village. In situations in which the employee is not engaged in the performance of professional duties, the employee should state clearly that his or her expression represents personal views and not necessarily those of the Village.

#### **Sec. 10.05. Conduct Guidelines.**

We expect our employees to follow rules of conduct that will protect the interests and safety of all employees and the Village and present a professional image to all customers and guests. It is not possible to list all the forms of behavior that are considered unacceptable in the workplace, but the following are examples of infractions of rules of conduct that may result in disciplinary action, up-to and including discharge.

- (1) Discourteous conduct or poor service to customers.
- (2) Falsification of Village records in any form, embezzlement, or failure to follow internal control or security procedures.
- (3) Theft or inappropriate, unauthorized removal or possession of Village or coworker's property; use of Village equipment or supplies for personal projects.
- (4) Falsification of timekeeping records.
- (5) Possession, distribution, sale, transfer, or use of alcohol or illegal drugs in the workplace while on duty.
- (6) Boisterous or disruptive activity in the workplace.
- (7) Improper, careless, negligent, destructive, or unsafe use or operation of Village equipment.
- (8) Insubordination or other disrespectful conduct.
- (9) Deliberate statements or actions detrimental to the Village; knowingly spreading false reports intended to disrupt relationships among employees and/or between employees and the Village of Weston.
- (10) Sexual or other forms of harassment.
- (11) Unprofessional conduct at outside events where the employee is representing the Village of Weston; such as courses, seminars, and community events.
- (12) Excessive or unauthorized absenteeism or tardiness; giving false reasons for absences from work.
- (13) Unauthorized overtime or failure to record overtime worked.
- (14) Unauthorized use of the telephone.
- (15) Smoking within the Village building or Village vehicles.

- (16) Unauthorized disclosure of business secrets or confidential business or customer's information.
- (17) Unauthorized entrance to the Village other than to report to work or to conduct business.
- (18) Violation of personnel policies.
- (19) Unsatisfactory work performance or conduct; deliberate or excessive waste of materials; poor workmanship or low productivity.
- (20) Using abusive or offensive language with customers or coworkers.
- (21) Refusal to seek treatment or resolution of personal matters that affect work performance (including, but not limited to: emotional or family matters, drug abuse or addiction, or alcoholism).
- (22) Acceptance of gratuities or influence designed to affect the Village's response to the public or special interest groups.

Depending on the circumstances involved, discipline issued may be a verbal reprimand, a written reprimand, suspension without pay, or discharge. Progressive discipline may not be followed in all cases. Depending on the nature of the violation and other circumstances, including but not limited to the employee's past conduct, one or more "steps" may be repeated or skipped. In some circumstances, immediate discharge may result.

#### **Sec. 10.06. Drug Free Workplace and Substance Abuse Policy.**

It is the policy of Village to create a drug free workplace. The use of controlled substances or alcohol is inconsistent with the behavior expected of employees, subjects all employees and visitors to our facilities to unacceptable safety risks, and undermines Village's ability to operate effectively and efficiently. In this regard, the unlawful manufacture, distribution, dispensation, possession, sale, or use of a controlled substance in the workplace or while engaged in Village business is strictly prohibited.

Employees who violate any aspect of this policy may be subject to disciplinary action, up to and including termination. At its discretion, Village may require employees who violate this policy to successfully complete a drug abuse assistance or rehabilitation program as a condition of continued employment.

#### **Sec. 10.07. Ethics Policy.**

Integrity is expected and required of every employee. Integrity is an essential element of every transaction with other employees, Village representatives, suppliers, and customers. Integrity is equally important in the accuracy of our public relations, in the recording of our business transactions and in the performance of our service.

The Village is committed to conducting its business affairs in accordance with the law and the highest ethical standards at all times. The reputation we enjoy is determined by the example set by management and the character and good judgment of each employee and Village representative. All employees and Village representatives are expected to conduct themselves in the highest ethical manner.

- (1) Employee and Village representatives are to treat others with respect without regard to age, race, creed, color, disability, marital status, sex, national origin, ancestry, sexual orientation, arrest record, conviction record, military service, religion, or use or non-use of lawful products off premises during non-working hours.
- (2) Employees and Village representatives are to perform their duties with honesty and integrity.
- (3) Employees and Village representatives are to exercise independent judgment free from any outside influence.
- (4) Employees and Village representatives are to do their utmost to comply with all applicable laws and regulations of federal, state, and local governments.
- (5) Employees and Village representatives are encouraged to promptly report any discriminatory behavior, sexual harassment, illegal activities, or other violations of this code.
- (6) Management will take reasonable measures to protect the reporting employee from any retaliatory, harassing or abusive behavior.
- (7) Management at all levels is responsible for adherence to these principles and will vigorously pursue all appropriate remedies where these principles are violated.

A conflict of interest is a situation in which an employee's private interest, usually of a financial or economic nature, conflicts with or raises a reasonable question of conflict with the employee's public duties and responsibilities or may reflect unfavorably on the reputation of Village. Conflicts of interest in public contracts are addressed in Wis. Stat. § 19.59. As representatives of Village, employees are obligated to place the interest of Village, in any transaction involving Village, ahead of any personal interest or personal gain, and to disclose all facts in any situation where a potential conflict of interest may arise to their Department Director, ~~Employee Resources Manager,~~ or the Administrator.

If you become aware of any violation of this code or are uncertain as to the appropriate action that should be taken, we encourage you to promptly report the situation to your Department Director or the Administrator.

#### **Sec. 10.08. Management of Requests through the Administrator.**

- (1) Purpose: The Board of Trustees, committee and/or commission members have the right to receive information regarding Village operations to perform their duties as oversight bodies and to make policy decisions. The following procedures are designed to ensure requests are uniformly received and fulfilled in the most effective and efficient manner possible. As a general rule, information requested will be distributed to the entire Board, committee and/or commission when sent to the requester.
- (2) The process for elected or appointed officials' informational requests shall be:
  - a. To avoid ambiguity and confusion, elected or appointed officials are strongly encouraged to place informational requests in writing. Requests should be sent directly to the Administrator. If verbal requests are necessary, they should also be directed through the Administrator.
  - b. The Administrator will communicate the request to the appropriate Department Director and/or staff member for response.

- c. Any employees who receive non-routine directives or requests from any elected or appointed official are to immediately report such a directive or request to the employee's supervisor. Supervisors should report the request to the Administrator.
  - d. The Administrator will discuss with the Board President the number of requests and legality of requests. The Board may impose limitations on volume, scope, and timing of information requests (other than public records requests) by Board members.
  - e. Communication between committee chairs and Department Directors related to meeting agendas and minutes are exempt from the requests process.
- (3) Requests for information shall be categorized as follows:
- a. Existing information – individual elected or appointed officials possess all the rights granted to them as citizens of the community, including access to public records. Individual Board members may request and obtain statistics and reports, etc., that are readily available.
  - b. Exempt information – requests by elected or appointed officials for documents which would be exempt from disclosure to the general public will be presented to the Board for review. The Board will review the request and decide as to whether or not the documents will be released to the Board member, consistent with State law.
  - c. Customized information – when an elected or appointed official would like the administration to compile information which will require lengthy research and investigation, the request should be submitted to the Administrator, who will distribute copies to the Board of Trustees. The request(s) will be reviewed at the next meeting, if possible, by the Board and Administrator to clarify the request and determine in the context of other priorities if and when the administrative staff should respond to it. The requests, discussion of them, and action indicated will become part of the record of the Board through the meeting minutes for follow-up and subsequent reference.

*[Amended by Act of the Village Board of Trustees on March 18, 2024]*

#### **Sec. 10.09. Off-Duty Conduct.**

In most instances, the Village will not be involved in employees' off duty conduct. The Village will take appropriate action if the targeted off-duty conduct interferes with an employee's ability to perform on the job, or that such conduct affects public confidence in the Village's ability to perform its mission.

#### **Sec. 10.10. Political Activities.**

Applicants for employment and employees are not required to contribute to any political fund nor render any political service to any person or party at any time. No person nor employee shall be hired, promoted, suspended, demoted nor dismissed for refusing to do so. Employees are prohibited from displaying political materials in the workplace.

#### **Sec. 10.11. Reasonable Accommodation of an Employee with a Disability.**

When it is determined that an employee cannot perform the essential functions of his/her position due to a physical limitation or medical condition, reasonable efforts will be made to accommodate the employee.

In determining what accommodation is necessary and reasonable, the Department Director ~~and the Employee Resources Manager~~ will meet with the employee to better understand their accommodation request and they shall consider:

- ✓ The nature and extent of the disability.

- ✓ The number of employees in the department in the same or a similar classification.
- ✓ The geographic location(s) in which the work is normally performed.
- ✓ The nature and cost of the accommodation needed to perform the essential job functions.
- ✓ The financial resources of the department and the governmental program.
- ✓ The impact of the accommodation on the operation of the department and the Village.
- ✓ The interests and desires of the employee and his/her willingness to pay for all or part of the necessary accommodation, if the accommodation would represent an undue hardship on the Village.

Each request for accommodation shall be handled on a "case-by-case" basis considering the individual set of facts and circumstances.

If it is determined that a reasonable accommodation cannot be accomplished in the employee's current position, other options within the department will be considered. If no reasonable accommodation can be accomplished within the employing department, options in other Village departments shall be considered.

A final decision on accommodation shall be made by the ~~Employee Resources Manager~~ Village Administrator after consultation with the Department Director.

#### **Sec. 10.12. Respect for Individual Differences.**

- (1) Our employees have the right to work in an environment free from harassment. Any employee who harasses another employee on the basis of age, race, creed, color, disability, marital status, sex, national origin, ancestry, sexual orientation, arrest record, conviction record, military service, religion or use or non-use of lawful products off premises during non-working hours, or other legally protected categories will be subject to disciplinary action up to, and including, termination.
- (2) Department Directors are expected to take timely and appropriate action when they know or have reason to know that harassing behavior or discrimination is occurring. A consultation with the ~~Employee Resources Manager~~ Village Administrator is required. Management employees are expected to take action to stop inappropriate behavior whether or not an employee files an internal complaint if the conduct is known to management and is clearly unwelcome.
- (3) Employees should report any incidents in violation of this policy to the appropriate supervisor or the ~~Employee Resources Manager~~ Village Administrator.

#### **Sec. 10.13. Sexual Harassment Policy.**

- (1) Purpose: This policy is formulated to protect employees against unsolicited and unwelcome sexual overtures or conduct either physical or verbal. It prohibits employee misconduct that may upset employee morale and interfere with employees' work and efficiency, regardless of whether there is any economic impact resulting from such misconduct.

Sexual harassment is prohibited under [Title VII of the Civil Rights Act of 11064 \(42 USC 2000e\)](#), and some forms of such misconduct may subject violators to civil liability and/or criminal prosecution, as well as disciplinary action up to and including discharge.

- (2) Policy Statement: Employees shall be provided a work environment free of any forms of sexual and other harassment, and persons found to be in violation of this policy shall be dealt with through the disciplinary process or other appropriate means. This policy applies to work-related social activities.
- (3) Types of Conduct Covered by this Policy:
  - (a) The policy prohibits any demand for sexual favors that is accompanied by a promise of favorable job treatment or a threat concerning the employee's employment.
  - (b) The policy prohibits subtle pressure for sexual favors, including implying or threatening that an applicant's or employee's cooperation of a sexual nature (or refusal thereof) will have any impact on the person's employment, job assignment, wages, promotion, or on any other conditions of employment or future job opportunities.
  - (c) The policy prohibits other behaviors that are not welcomed by employees and are personally offensive, including but not limited to: sexual flirtations or propositions, sexually-related comments, display or possession of sexually suggestive objects or pictures on Village property or in Village vehicles, any uninvited physical contact, or any conduct that would create a hostile environment for the employee including e-mails, text messages, or other communication methods.
- (4) Responding to Harassment: If an employee experiences harassment or sees others being harassed, it is suggested employees discuss the inappropriate behavior with the harasser. If employees are uncomfortable, feel threatened, or unsuccessful in their discussion with the harasser, employees should begin the Complaint Procedure.
- (5) Complaint and Investigation Procedures: An employee should initiate action on a complaint of sexual harassment by notifying any of the following (other than the alleged harasser): 1) Their immediate supervisor; or 2) their Department Director or the next level of management above their immediate supervisor; or 3) the ~~Employee Resources Manager~~ Village Administrator.
  - (a) We prefer that the employee submit a written summary of their complaint. However, ~~Employee Resources will investigate~~ all complaints will be investigated. Supervisory or management employees who receive an oral complaint are directed to record the date and time the complaint was received and to keep summary notes of the alleged misconduct and people involved and immediately contact the ~~Employee Resources Manager~~ Village Administrator.
  - (b) All complaints shall be thoroughly investigated. Employees are expected to cooperate with the investigation and provide truthful information. A formal report which summarizes findings may be prepared. A copy of the investigation report may be provided to the complainant and a copy shall be kept on file.
  - (c) Confidentiality shall be maintained during the investigation to the fullest extent possible.
  - (d) An employee found in violation of this policy shall be subject to disciplinary action up to and

including termination.

- (e) An employee who is found to have knowingly made a false accusation of sexual harassment will be subject to disciplinary action up to and including termination.
- (6) Retaliation and/or Reprisal: An employee who engages in or assists in retaliation and/or reprisal against an employee who files a complaint or against anyone assisting in the investigation will be subject to disciplinary action up to and including termination.
- (7) Education and Questions: All employees shall have the opportunity to attend an educational program on sexual harassment and this policy. Regular employees, Trustees, and managers are required to attend one of these sessions. These educational sessions shall be coordinated by the Employee Resources Manager, Accounts Payable, Payroll, Human Resources Specialist and/or Village Administrator.

#### **Sec. 10.14. Supervisor-Employee Relationships.**

Department Directors are prohibited from having romantic and/or sexual relationships with employees under their supervision. Perceived violations of this policy shall be brought to the attention of the Administrator. Department Directors found to have violated this policy shall be subject to disciplinary action, up to and including termination.

#### **Sec. 10.15. Supplementary Employment.**

Employees are allowed to hold a supplementary job as long as it does not interfere with their job responsibilities in their Village employment. Employees in an allocated position shall notify their Department Director in writing prior to engaging in full or part-time employment with another employer or a personal business enterprise. The Department Director may refuse to authorize supplementary employment if it is expected to interfere with the performance of the employee's regular job duties or if the supplementary employment presents a conflict of interest. Questions should be directed to the Employee Resources Manager, Village Administrator.

Employees are not allowed to conduct business related to outside employment while on Village paid time, nor is an employee permitted to use Village equipment or supplies in the performance of outside employment duties unless prior approval from supervisor.

#### **Sec. 10.16. Social Media Policy.**

Use of social networking sites shall be limited to business uses only and must be explicitly approved by the Department Director and consistent with the Village's policies. All posting to such site(s) are to be consistent with the Village's business objectives and existing policies. This includes, but is not limited to: political statements, cursing or other foul language and statements viewed as harassing other based on race, creed, color, age, sex, physical handicap or sexual inclination.

Employees have the right to participate in social media using personal equipment on their own time. The Village recognizes its employee's right to concerted activity, however, employees are expected to never post or create anything that would be potentially embarrassing to Village or considered offensive in the community. It should be clear that views expressed are not necessarily those of Village.

#### **Sec. 10.17. Technology Use Policy.**

The Village provides a variety of information technology resources for employees and customers in an effort to allow them to be more productive and have the information necessary to do their jobs. The use of these resources is intended for Village and customer's business purposes only.

- (1) Business Purpose: All information technology (IT) resources including servers, storage devices, PCs, laptops, cell phones, smart phones, PDAs, networking equipment, networking circuits and capacity, telephone systems, e-mail, messaging systems, video systems and Internet access owned, rented or leased by Village are business tools to be used in accordance with our mission of public service. Except as prohibited by this or another more restrictive department policy and with management approval, limited and reasonable use of these tools for occasional employee personal purposes is permitted as long as it does not result in any additional cost or interfere with work productivity and follows all guidelines in this policy. Personal use must be done during the employee's unpaid time off.
- (2) Employee Responsibility: Employees are responsible for appropriate use of information technology resources in accordance with this policy or more restrictive department policy. In addition to complying with all laws and policies, employees are expected to adhere to the highest ethical standards when conducting business.
- (3) Department Director Responsibility: Department Directors are responsible for ensuring the appropriate use of information technology resources through training, supervising, and, when necessary, taking disciplinary action.
- (4) Appropriate Use: The use of and access to Village-owned information technology resources is limited to employees and officers of the Village assigned access to said resources. It is intended for official purposes associated with the performance of governmental or agency functions in the name of and on behalf of the Village. Consequently, all data and information shall be and shall remain the property of the Village and shall not belong to the individual employee or officer. The use of information technology resources for limited personal use is a privilege which may be revoked at any time by management if its use is deemed inappropriate. The Village will monitor the use of information technology resources.
- (5) Inappropriate Use: Inappropriate use of information technology resources, including inappropriate personal use, may result in revocation of privileges, job-related discipline up to and including termination of employment. Uses that are prohibited include, but are not limited to:
  - ✓ Accessing resources or altering data without explicit management authorization.
  - ✓ Intentionally deleting or damaging data.
  - ✓ Copying, sending and removing information that is confidential or is not an open record to unauthorized users outside of the office or network.
  - ✓ Intentionally introducing a computer virus.
  - ✓ Engaging in illegal activities as defined by State and Federal law or local ordinance.
  - ✓ Wagering, betting or selling chances.
  - ✓ Transmitting threatening, abusive, obscene, lewd, profane, or harassing material.

- ✓ Viewing, reading or accessing any sexually explicit sites or materials that are pornographic.
- ✓ Attempting to evade, disable, or bypass any security provisions of systems or the network.
- ✓ Obtaining unauthorized access to any computer system, including a personal or home system without the express authorization of a Department Director.

(6) Conduct: Use of the Internet, e-mail and the telephone requires conformance to a professional standard of conduct. Employees are to conduct themselves as representatives of the Village and must show consideration and respect to others. It is the responsibility of each employee to ensure that use of the Internet, e-mail and the telephone is done responsibly and economically, and that access does not adversely affect his or her productivity.

#### **Sec. 10.18. Telephone Use Policy.**

Village telephones are for business purposes. Telephone calls may be monitored and/or recorded by the Village for business purposes. Incoming and outgoing personal phone calls are to be kept to a minimum and should not interfere with or prevent us from providing quality service to our customers. Personal calls should be made during ~~your lunchbreak~~ periods. Personal long-distance phone calls are not allowed.

Our mail system and letterhead are for business purposes only and are not to be used for personal use. Anything more should be discussed with your immediate Department Director.

Village supplies are for business use only and may not be used for personal reasons or taken home. This includes but is not limited to all office supplies.

#### **Sec. 10.19. Policy for Identification Badges, Keys, and Access Cards.**

- (1) Purpose: To maintain a safe and secure workplace, to protect Village staff, Board members, and assets by ensuring the proper usage and accountability of identification badges, keys and access cards. This policy shall serve as the framework by which all keys and access will be managed, issued, controlled, returned, replaced, and accounted for regarding the Municipal Center building.
- (2) Policy: This policy defines how the Village of Weston employees will assist in maintaining security through the proper use of access cards, keys or identification badges.
- (3) Definitions:
  - Identification Badges – a plastic card the same size as a credit card that identifies the person to whom it was assigned. The identification badge may be combined with the access card to serve both functions and be issued as a separate card. Cards issued to employees will include a photograph of the employee, their first and last name, title, and Village of Weston logo.
  - Keys – a metal key provided as a means of entry to the Municipal Center building, designed to open or close a lock in restricted areas.
  - Access Cards or Fobs – an electronic key card/fob, which allows access to restricted areas. Access cards add more security options than keys through programming that can restrict access by both location and time and maintain a record of the location and

time the access card is used. Access cards allow entry by presenting the card in the proximity of a card reader. Access cards or fobs should be considered the primary means in which to access the Municipal Center building.

(4) General Responsibilities

- (a) Village of Weston Employee identification badges will be issued and maintained by the I.T. Department.
- (b) Facility keys will be issued under the direction of the Building Manager.
- (c) Access cards will be issued by the I.T. Department under the direction of the Director of GIS and Technology Services. Access cards will be managed by the I.T. Department.
- (d) Access cards, keys, and identification badges will be issued directly by and returned directly to authorized personnel. The person receiving the access card, key or identification badge will sign an Acknowledgement of Receipt form (Appendix 10-B) indicating that they have received the item and assume full responsibility for the proper use of it (this form will require a signature at the time of issue).
- (e) Identification badges will be issued through the I.T. Department and will be worn at all times unless in Village uniform (Refer to 'Appearance,' Chapter Sec. 10.01).
- (f) Identification badges, keys or lost access cards are to be reported immediately to the I.T. Department. Waiting to report identification badges, keys or lost access cards allows for a greater potential for security to be jeopardized.
- (g) Each identification badge, key or access card that is issued will require a signature by the person holding responsibility for the usage of the identification badge, key or access card. It should be understood that the identification badge, key or access card shall only be used by the person who signed for them.
- (h) At times, it is necessary that keys or access cards be issued to contractors to perform work within a Village of Weston facility. Upon completing the request form (see Appendix 10-B), keys will be issued directly by the Building Manager and access cards may be obtained from the Director of GIS and Technology Services.

Contractors with short-term work are to pick up and return the access card daily from the Deputy Clerk/Administrative Assistant. A contractor is never to leave the Village of Weston property with an access card without prior approval of a Department Head.

Contractors with long-term contracts who return on a daily, weekly, or monthly basis may be issued access cards for the duration of the contract. For example, this may be necessary when work is to be completed on an ongoing basis. Cards are to be returned to the Director of GIS and Technology Services or designee they obtained the access card from at the termination of the contract or when no longer required.

- (i) Tampering or duplication of any component relating to any Village of Weston security system, access cards, keys or identification badges may result in disciplinary action, up to and including termination of employment.

- (5) To Request, Modify or Return an Identification Badge, Key(s) or Access Card:  
An identification badge, key, and access card request form (see Appendix 10-B) must be completed. Requests for an identification badge or access card shall be submitted to the Director of GIS and Technology Services or Building Manger. Requests for keys shall be submitted to and maintained by the Director of GIS and Technology Services and/or Building Manager.
- (a) Keys will be cut and issued by the Building Manager.
  - (b) Access cards will be issued by the Director of GIS Technology Services and delivered to the Department Head or designees that submitted the request.
  - (c) Identification badges with breakaway lanyards and/or clips will be prepared and sent to the Department Head by the Director of GIS and Technology Services. If an employee photo has not been previously taken or is outdated, a new photo will be taken. This photo will be placed on the front of the identification badge.

Identification Badges, keys, and access cards will be returned to the employee's immediate supervisor or Director of GIS & Technology Services/Building Manager upon termination or retirement. The immediate supervisor, Director of GIS and Technology Services or Building Manager will note in writing receipt of the returned identification badges, keys, and access cards and forward correspondence to all parties, plus the Accounts Payable, Payroll and HR Specialist and Village Administrator.

*[Created by Act of the Village Board of Trustees on July 17, 2023 and Amended by Act of the Village Board of Trustees on March 18, 2024]*

#### **Sec. 10.20. Tobacco Free Village Buildings, Property, Equipment, and Vehicles.**

- (1) Purpose: The Village is committed to providing healthy, clean and productive public workplaces for our residents, employees and visitors. in support of our commitments we have adopted this policy which prohibits the use of tobacco products in all Village buildings and structures, on designated Village property/grounds and in all Village vehicles and equipment.
- (2) Definition: In this chapter the following terms have the following meanings:
  - Village Building. Any building or structure owned or leased by the Village. This includes any structure intended to be a permanent accession to real property; that is designed for sheltering people, for storing property, or for working, office or parking space; that in physical appearance is annexed to the real property, that is covered by a roof and has an enclosed space; that is not readily moved or disassembled; and that is commonly known to be a building or structure because of its appearance and because of the materials of which it is constructed.
  - Village Property/Grounds. Any real property or grounds owned or leased by the Village.
  - Designated Property/Grounds. Village owned or leased property, or grounds that are identified as tobacco free by signs, placards, etc.
  - Village Vehicle/Equipment. Any vehicle or equipment owned, rented or leased by the Village.

- Tobacco products. The term “tobacco products” includes cigarettes, cigars, pipes, chewing tobacco, tobacco free snuff and electronic cigarettes and shall have the meaning as defined in Wis. Stat. § [101.123\(1\)\(io\)](#), as it presently exists or may from time to time be amended. Notwithstanding any language in Wis. Stat. § [101.123\(1\)\(io\)](#), “tobacco products” shall also include “cigarettes” as defined in Wis. Stat. § [995.10\(d\)1](#), as it presently exists or may from time to time be amended.
- (3) Prohibited Activity. It is prohibited for anyone to use tobacco products in Village buildings, structures, designated property/grounds, in or while operating Village vehicles or equipment. The use of tobacco products in personal vehicles in the parking areas of any of the grounds designated as tobacco free is also prohibited. Furthermore, Village employees are prohibited to use tobacco products during paid work time, including paid breaks. Employees are not prohibited from using tobacco products during unpaid lunch breaks, paid time off.
  - (4) Enforcement Responsibility. Consistent with other personnel policy, Department Directors with primary responsibility for operations performed on job sites are delegated responsibility to ensure compliance with this policy.
  - (5) Violation-Penalty-Enforcement. Any employee violating any provisions of this policy may be subject to progressive disciplinary action, up to, and including termination of employment.

#### **Sec. 10.21. Village Vehicles.**

The majority of municipal vehicles are highly visible and often subject to public observation and scrutiny. As a result, criticism is frequently received from the general public concerning perceived or unethical use of municipal vehicles. With the adoption of a policy on municipal vehicle use, accountability surrounding vehicles will increase, therefore, placing Village officials in a strong position to justify and defend usage of municipal vehicles on a uniform basis.

Some Village personnel may be assigned a Village vehicle. A Department Director may recommend that an employee take a vehicle home overnight on a temporary basis if the needs of the Village so dictate. Determination to authorize a vehicle for overnight use will be made by the Department Director ~~and Employee Resources Manager and reported to the Administrator~~. Vehicles assigned may be used by the employee for transportation to and from work, for non-recurring personal errands on the way to and from work (provided these errands are within a reasonable distance on a reasonably direct route between home and work) and may transport other Village employees and family members as long as a reasonably direct route between home and work is maintained.

Below is a list of Safety Rules and Regulations for safe operation of Village vehicles:

- (1) Village employees who need or are required to use Village vehicles must hold a valid State of Wisconsin driver’s license.
- (2) Anyone who fails to maintain their driver license or Commercial Driver’s License CDL, which is a requisite of employment, is subject to disciplinary action up-to and including discharge.
- (3) Village vehicles are to be used for Village business only and must not be used for personal use.
- (4) Only authorized passengers or drivers will be allowed to either operate or ride as a passenger in a Village vehicle.

- (5) All State of Wisconsin Motor Vehicle laws must be adhered to.
- (6) While driving a Village vehicle, employees should not exceed the posted speed limits. Seat belts will be worn at all time while either operating or riding as a passenger in Village vehicles.
- (7) Village vehicles are to be operated only when in a safe operating condition. Each employee driving a vehicle shall inspect the vehicle to assure that the vehicle is in a safe operating condition.
- (8) All accidents must be reported to the local police department and your Department Head immediately.
- (9) Drivers must notify their Department Head of any traffic or parking citations, including warnings, received while operating a Village vehicle.
- (10) Drivers are personally responsible for paying any traffic or parking fines incurred while they are operating a Village vehicle.
- (11) Whenever possible use a spotter when backing up a Village vehicle.
- (12) Maintain a safe cushion of space while operating a Village vehicle. For every 10 miles per hour, maintain one car/truck length of space.
- (13) Drivers will not operate a Village vehicle under the influence of drugs and or with an alcohol concentration of 0.02 or greater, while on duty for the Village of Weston as indicated by an alcohol breath test or blood alcohol test. Doing so may result in disciplinary action up to and including termination or employment.
- (14) Anyone who fails to maintain their driver license or Commercial Driver's License CDL, which is a requisite of employment, is subject to disciplinary action up-to and including discharge.

On occasion, you may be asked to use your personal vehicle for Village of Weston's business. The Village requires you have adequate automobile insurance before driving any vehicle on Village business. The Village requires that you carry liability insurance for your vehicle (see Appendix 5-B). If you are in an accident with your vehicle while on the Village's business, your insurance is primary. As with any accident, report it to your immediate Department Director immediately.

#### **Sec. 10.22. Weapons and Firearms.**

(1) Definitions:

- (a) Employee - All regular full-time, regular part-time, limited benefit employees, seasonal employees, temporary employees, volunteers, elected and appointed officials of The Village.
- (b) Weapon - Including but not limited to any type of knife, electric weapon, and firearm whether or not a permit is obtained, or any item subjecting the person to prosecution for violation of Wis. Stats. [Chapter 941 Crimes Against Public Health and Safety Subchapter III, Weapons](#), or successor statutes. Mace or pepper spray, as allowed by state law, is not to be considered a prohibited weapon provided the spray is only for personal defense.

- (c) Workplace - All Village-owned or leased property, including vehicles and mobile equipment, and any other property where work is being performed by Village Employees in an official capacity for the Village. State law allows employees to have weapons/firearms in their vehicles if parked on Village property. The Village will require those employees to lock weapons/firearms in their vehicle and to keep them out of plain sight. Employees are prohibited from having weapons/firearms in their vehicle if they are using their vehicle for Village business purposes.
- (2) Employees who have been granted permission under **Sec. 54.102.(b) Firearms and Weapons Restricted Where Prohibited. Article I. In General. Chapter 54. Offenses and Miscellaneous Provisions** are exempt from **Sec. 10.21 Weapons and Firearms (3).** of this Chapter 10 Employee Conduct and Behavior.
- (3) Village employees are prohibited from carrying weapons when conducting Village business. Furthermore, the possession, use, or threat of use of a weapon is prohibited in the workplace by employees.
- (4) Village employees are prohibited from being in possession of dangerous or unauthorized materials, such as explosives on the premises, weapons, or firearms, in the workplace and possession of weapons or firearms on the premises without a permit.

**Sec. 10.23. Work Rules.**

The establishment of written work rules is one way in which employees can be informed of required behavior and expectations. When work rules are initially developed or substantially revised, department and/or individual meetings should be conducted to discuss and explain the rules. Communicating in person provides employees an opportunity to ask questions and helps to ensure better understanding. It is suggested that written copies of the work rules be given to all affected employees. No employee shall participate in the following:

- (1) Theft from the Village, other employees, or visitors.
- (2) Fighting or involvement that leads to violence.
- (3) Falsifying reports, records, or information.
- (4) Unauthorized possession of a weapon on the job.
- (5) Insubordination.
- (6) Gambling on the job.
- (7) Inefficiency, such as failing to do the amount or quality of work that is expected.
- (8) Consuming, possessing, or being under the influence of illegal drugs while on duty.
- (9) Consuming, possessing alcoholic beverages, or having an alcohol concentration of .02 or greater, and misuse of legal drugs during working hours for the Village are all violations of policy for employees while on duty. Doing so may result in disciplinary action up to and including termination.

- (10) Conviction of a criminal offense related to job duties.
- (11) Divulging confidential information.
- (12) Failing to report an injury or incident concerning an employee, visitor, or any other person on Village property.
- (13) Tardiness or absenteeism; leaving early without permission.
- (14) Violating safety regulations.
- (15) Failing to notify supervisor of absence from work.
- (16) Damaging Village property.
- (17) Horseplay and practical joking.
- (18) Smoking on paid time or in prohibited areas.
- (19) Using abusive or profane language.
- (20) Harassing behavior.
- (21) Policy violations.

Participation in these behaviors may result in disciplinary action up to and including termination of employment.

#### **Sec. 10.24. Workplace Bullying Policy.**

The Village is committed to providing our employees and customers with a respectful, healthy, and safe work environment that is free from bullying. Workplace bullying is unacceptable and will not be tolerated.

- (1) Bullying is malicious repeated behavior that a reasonable person would consider to be offensive, degrading, humiliating, or threatening. Bullying may be directed toward one employee, a group of employees, or customers. Some examples include but are not limited to: screaming at someone, condescending and belittling comments, name calling or ridiculing, derogatory remarks or insults, undermining or impeding others' work, or unwarranted harsh and persistent criticism of work. This includes cyber bullying which is bullying using social media, website materials, e-mails, texting, and cell phones.
- (2) The Village expects all employees who experience bullying or who see others being bullied to report it as soon as possible to the appropriate supervisor, manager, Department Director, or ~~an Employee Resources Department staff member~~ the Village Administrator. Management employees are expected to take action to stop workplace bullying.
- (3) Any reports of workplace bullying will be treated seriously and investigated promptly. Employees are expected to cooperate with an investigation and provide truthful information. The complainant will be updated on the outcome of the investigation. Confidentiality will be maintained during the investigation to the fullest extent possible.

- (4) Employees who participate in workplace bullying, retaliate against an employee who reports bullying, or make a false accusation of bullying will be subject to disciplinary or other appropriate action up to and including termination.
- (5) Questions regarding this policy or a specific situation should be directed to the ~~Employee Resources Manager~~ Department Director and/or Village Administrator.

### **Sec. 10.25. Workplace Violence Zero Tolerance Policy and Procedure.**

The Village maintains a zero-tolerance policy towards violence in the workplace. All violent behavior including threats, references or jokes of violence, is inappropriate in the workplace, on both the part of employees and customers, and will not be tolerated. All employees shall notify their supervisor of any workplace violence which they have witnessed, experienced, become aware of or in any way have knowledge of. Violations of this policy shall lead to disciplinary action up to and including termination and may also result in criminal prosecution.

- (1) Definitions:
  - (a) Employee - All regular full-time, regular part-time, limited benefit employees, seasonal employees, temporary employees, volunteers, elected and appointed officials of The Village.
  - (b) Workplace - All Village-owned or leased property, including vehicles and mobile equipment, and any other property where work is being performed by Village Employees in an official capacity for the Village. State law allows employees to have weapons/firearms in their vehicles if parked on Village property. The Village will require those employees to lock weapons/firearms in their vehicle and to keep them out of plain sight. Employees are prohibited from having weapons/firearms in their vehicle if they are using their vehicle for Village business purposes.
  - (c) Workplace Violence - Any act of written, verbal, or physical aggression that occurs in the workplace intended to physically harm an individual or could cause a reasonable person to be in fear of imminent physical harm. It also involves the intentional non-authorized destruction or abuse of property. Examples of workplace violence may include but are not limited to: harassment, obscene phone calls, threats (direct or implied), references or jokes of violence, stalking, unauthorized possession or inappropriate use of weapons, assault, battery, robbery, kidnapping, murder, bomb threats, arson. Workplace violence does not include the use of reasonable force in the defense of oneself or others.
- (2) General Background: The Village recognizes that workplace violence is a growing concern nationally that needs to be addressed by all employers. Employees of the Village should be provided with a work environment which is reasonably safe from harm. However, due to the need to allow public access to Village facilities and services and the nature of certain employees' work, the Village cannot guarantee the protection of employees or customers against acts of violence. The Village may, however, regulate and direct the conduct of its employees and customers when possible in an effort to minimize the frequency and severity of violent incidents.
- (3) Exceptions to Weapons Prohibition: The weapons prohibition policy does not apply to employees who are armed in the line of duty, such as Law Enforcement Officers, except in

designated restricted areas unless otherwise directed by the Chief of Police. Also, employees required to utilize knives or similar tools on the job within the normal scope of their employment are not considered to be in violation of this policy.

(4) Reporting Procedures:

- (a) Non-Emergency: If the individual is not violent and no immediate threat is present, but the individual is acting in a suspicious or hostile aggressive manner, then employees should contact the Administrator.
- (b) Emergency: If it is reasonable to believe that an individual is acting in a manner that is of immediate threat to you or others, employees should contact the Police Department by calling 9-1-1.

(5) Restraining Orders: Employees who are seeking or have obtained restraining orders or injunctions against abusive persons shall notify their supervisor so that appropriate measures can be taken to facilitate prudent safety measures within the workplace. When a protective or restraining order lists Village workplaces as being protected areas, employees must provide their supervisor with a copy of the petition and declarations used to seek the order, a copy of any temporary protective or restraining order which is granted, and a copy of any protective or restraining order which is made permanent.

(6) Alternatives to Reporting Workplace Violence to Your Supervisor: If an employee is not comfortable reporting incidents of workplace violence to their supervisor the employee may instead report it to their Department Director, a supervisory employee in the Police Department, the ~~Employee Resources Manager Accounts Payable, Payroll, Human Resources Specialist~~, or the Administrator.

(7) Report to ~~Employee Resources Manager the Village Administrator~~: Trustees receiving employee reports of workplace violence or that have knowledge of information of an internal or non-emergency nature which may affect the security of the Village and its assets shall report such incidents to the Administrator. The Administrator shall complete a confidential memorandum and submit it to the ~~Employee Resources Manager Police Department~~. Such memorandum should include:

- ✓ Description in detail of what happened, where it happened, and when it happened.
- ✓ Identity of persons committing the threat or violent behavior.
- ✓ Identity of persons against whom the threat was made or violent behavior directed.
- ✓ Identity of persons reporting or witnessing the threat or violent behavior.
- ✓ Observations that would make you believe that the individual intends to follow through on a threat.
- ✓ How the matter was resolved or suggestions for minimizing the risk of a violent act based on the information available.

If it appears that the incident will require immediate attention, a verbal report shall be made to ~~Employee Resources Manager~~ the Village Administrator and then followed up with a

confidential written memorandum. Although every effort will be made to keep reports and records that are made and kept pursuant to this policy confidential, the reports and records may be subject to public disclosure under Wisconsin's Public Records Law.

For those cases where it appears that criminal activity may be involved, no employee should take any action that would jeopardize the outcome of any investigation. Do not change anything at the scene of a violent incident until properly documented by those in authority.

- (8) False Reports: Allegations and/or reports of workplace threats will be taken seriously. Employees intentionally making false reports will be subject to discipline up to and including terminations.
- (9) Investigations and Resolutions: The ~~Employee Resources Manager~~Village Administrator will receive, evaluate, intervene, and respond to reports of workplace violence with the assistance of a "Threat Management Team" as appropriate. Threat Management Team members may include personnel from the Police Department, Village Attorney's Office, ~~Administrator, Employee Resources Manager~~, and the Department Director of the affected department as well as any outside agencies that may provide assistance to the Village on the matter.

Privacy rights will be observed in the event of the need to investigate workplace violence incidents. Only those individuals with a clear need to know of the potential risk will be notified in cases where a person is perceived to be a threat to others. Anonymity of employees reporting violence or threats of violence will be maintained during the investigation to the greatest extent possible by those investigating and resolving the complaint. However, there is no right to or guarantee of anonymity since it is often necessary to make the employee or customer against whom the allegation has been made aware of the complaint in order to ascertain the facts.

Retaliation and/or reprisal against an employee who genuinely reports threats of workplace violence in good faith is in violation of this policy. Anyone who engages in or assists in such retaliatory actions will be subject to disciplinary action up to and including termination of employment.

Crisis counseling to employees and their families victimized by workplace violence may be provided.

- (10) Consequence of Policy Violation: Employees who violate this policy are subject to discipline up to and including termination and may also result in criminal prosecution. A mandatory referral to the Employee Assistance Program may also be a condition of an employee's action plan.
- (11) Employee Assistance Program: The Village maintains an Employee Assistance Program (EAP) which provides help to employees who experience personal or family problems. At such times, your EAP is there to provide professional, confidential help within the limit of the law for you and members of your immediate family, free of charge. The EAP is just a phone call away anytime 24 hours a day through a toll-free telephone number (1-800-540-3758). Information brochures are available through the Accounts Payable, Payroll, Human Resources Specialist~~Employee Resources Department~~.

## APPENDIX 10-A



VILLAGE OF WESTON  
REQUEST FOR STIPEND  
FOR INDIVIDUALLY-OWNED MOBILE DEVICE

Village employees are eligible to receive a stipend as reimbursement for use of their individually-owned mobile device as a business expense, in accordance with **Sec. 10.03. Cellular Phone Policy of Chapter 10 Employee Conduct and Behavior of the Village of Weston Personnel Policies & Procedures Manual.**

Department Directors must submit their request(s) on this form to the Administrator. All other eligible employees must submit this request to their Department Director for review, approval or denial. The Department Director will forward the request, if approved, to the Administrator for review, approval or denial. The Administrator will return this application to the Department Director for submission to the Technology Services and Finance Department if approved.

(7) Compliance Requirements for Stipend Reimbursement:

- (a) All eligible employees are required to have a functioning cellular phone with them during their work shift.
- (b) Phones must include both a voice and a text plan and have an active voicemail account feature
- (c) Employees must provide their Department Director ~~and the Employee Resources Manager~~ with their current cell phone number, and immediately notify both parties if the number changes.
- (e) Employees should arrive for their work shift with a properly charged and functioning cellular phone capable of sending and receiving communications throughout the workday.
- (f) The Village has no responsibility to service communication systems.

(8) Compliance Requirements for eligible, exempt employees:

- (a) Eligible, exempt employees are required to have a mobile device, which also includes a cellular data plan, in addition to the voice and text plan, and an active voicemail account feature requirement.
- (b) Eligible, exempt employees are required to be readily accessible for frequent contact, and/or critical contact with their colleagues and/or the public, and that accessibility extends to time away from work and/or may also involve on-call responsibilities.
- (c) Eligible, exempt employees will be asked to connect their mobile device (i.e., smart phone) with the Village's electronic mail server. Exempt employees must provide their mobile device to the Technology Services Director (i.e., Chief Technology Officer C.T.O.) to connect their device to the Village's electronic mail server.
- (d) All mobile devices anticipated to connect to the Village's data services, such as the Village's email system, must be approved by the Village's Technology Services Director. Not all devices are supported by the Village's system. The Village has no responsibility to service all data/communication systems. It is the employee's responsibility to ensure that their device can communicate with the Village's system prior to incurring any expenses or obligations with their provider.

(e) Exempt employees are expected to carry their mobile device on their person both on, and off duty, and respond promptly and professionally when contacted about Village business.

*Please print*

Employee First Name		Last Name		MI	Date (MM/DD/YYYY)
Device Type, i.e Smartphone, Ipad, etc.	Device Make	Device Model		Voice Mail <input type="checkbox"/> Yes <input type="checkbox"/> No Text Messaging <input type="checkbox"/> Yes <input type="checkbox"/> No	
Device Serial Number	Device Network Carrier	Device Phone Number			

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date (MM/DD/YYYY)

Reviewed by Department Director

\_\_\_\_\_  
Date (MM/DD/YYYY)

Approved  Denied

\_\_\_\_\_  
Signed

Reviewed by Administrator

\_\_\_\_\_  
Date (MM/DD/YYYY)

Approved  Denied

\_\_\_\_\_  
Signed

- Eligible exempt employee @ \$50.00/monthly
- Eligible non-exempt employee @ ~~\$50~~20.00/monthly

Route approved application to Technology Services and Finance Department.

Appendix 10-B



**VILLAGE OF WESTON  
ACKNOWLEDGEMENT OF RECEIPT  
AND UNDERSTANDING OF VILLAGE OF WESTON  
ISSUED IDENTIFICATION CARDS, ACCESS CARDS, AND KEYS**

I \_\_\_\_\_, hereby acknowledge receipt of:

- Village Identification Badge
- Village Access Card
- Village Key(s) # \_\_\_\_\_

I understand that this identification card, access card and/or key(s) have been issued to me for the purposes of my employment. I understand and agree that the card(s) or key(s) will be used only for my employment with the Village of Weston and for employment-related purposes.

I acknowledge my access card and/or identification card must be in my possession with photo visible at all times (unless in Village uniform) during working hours and I agree that I am responsible for any use of my card(s) and/or key(s). I understand that access cards and keys are an integral part of security for Village facilities and, as such, agree that allowing others to use my card or key or allowing others unaccompanied access or unauthorized access to any secured area is prohibited.

I further agree that if I lose my identification card, access card and/or key(s), I will immediately report the lost card(s) or key(s) to the Village IT Department.

I acknowledge that malfunctions of the access card shall be reported immediately to the Director of GIS and Technology Services.

I understand that failure to comply with the provisions outlined herein may result in disciplinary action up to and including termination.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

# REQUEST FOR CONSIDERATION

<b>Public Mtg/Date:</b>	<b>Finance &amp; Human Resources Committee AND Board of Trustees, April 21, 2025</b>
<b>Description:</b>	<b>Discussion and/or action on amendments to Chapter 2 <i>Administration of Local Government Agency</i> of the Employee Personnel Policies and Procedures Handbook</b>
<b>From:</b>	<b>Jami Gebert, Administrator</b>
<b>Question:</b>	<b>Would the committee like to recommend approval of amendments to Chapter 2 of the Employee Personnel Policies and Procedures Handbook to the Board of Trustees?</b>

## Background

Please find attached proposed amendments to Chapter 2 *Administration of Local Government Agency* of the Employee Personnel Policies and Procedures Handbook. The main amendments to the policy are the committee change from Human Resource Committee to Finance and Human Resources Committee, and the removal the Employee Resources Manager position, as the position is no longer part of the organizational structure. Staff will be working to remove references to the Employee Resources Manager position through the handbook in the upcoming months.

<b>Attached Docs:</b>	<b>draft Chapter 2 <i>Administration of Local Government Agency</i> amendments.</b>
<b>Committee Action:</b>	<b>TBD.</b>
<b>FISCAL IMPACT:</b>	<b>None.</b>
<b>Recommendation:</b>	<b>None.</b>

## Recommended Language for Official Action

### ***Finance and Human Resources:***

**I recommend approval of the amendments to Chapter 2 *Administration of Local Government Agency* of the Employee Personnel Policies and Procedures Handbook to the Board of Trustees.**

**OR**

**I recommend approval of the amendments to Chapter 2 *Administration of Local Government Agency* of the Employee Personnel Policies and Procedures Handbook with the following changes \_\_\_\_\_ to the Board of Trustees.**

### ***Board of Trustees:***

**I motion to approve the Finance and Human Resources Committee recommendation regarding the amendments to Chapter 2 *Administration of Local Government Agency* of the Employee Personnel Policies and Procedures Handbook.**

# REQUEST FOR CONSIDERATION

---

OR

I motion to approve the Finance and Human Resources Committee recommendation regarding the amendments to Chapter 2 *Administration of Local Government Agency* of the Employee Personnel Policies and Procedures Handbook with the following changes \_\_\_\_\_.

Or something else . . .

CHAPTER 2

**ADMINISTRATION OF LOCAL GOVERNMENT AGENCY**

- Sec. 2.01. Board of Trustees.
- Sec. 2.02. Village President.
- Sec. 2.03. Finance and Human Resources Committee.
- Sec. 2.04. Village Administrator.
- Sec. 2.05. Employee Resource Manager.
- Sec. 2.06. Department Directors.
- Sec. 2.07. Supervisors.
- Sec. 2.08. Responsibilities to Board of Trustees through Administrator.
- Sec. 2.09. Chain of Command.
- Sec. 2.10. Joint Employee-Management Committee.

**Sec. 2.01. Board of Trustees.**

The Board of Trustees has the authority and responsibility for approving or rejecting any action taken by the Finance and Human Resources Committee, and/or Village supervisors and managers.

**Sec. 2.02. Village President.**

The President, in addition to his/her role as a Trustee, is also the Chief Executive of the Village and should generally:

- (1) Recommend the appointment of Department Directors.
- (2) Participate in recruitment procedures as necessary.
- (3) Supervise the Administrator.

**Sec. 2.03. Finance and Human Resources Committee.**

The Finance and Human Resources Committee should generally:

- (1) Be composed of members as described in the Municipal Code of Ordinances, as well as the Attorney, when necessary, and the Administrator, ~~and the Employee Resources Manager, whom both~~ shall serve as ex officio members without voting power.
- (2) Perform tasks as described in the Municipal Code of Ordinances regarding the Finance and Human Resources Committee, including, but not limited to the following activities:
  - ✓ Advise the Board of Trustees regarding potential and pending litigation involving the Village.
  - ✓ In cooperation with the Administrator, recommend to the Board of Trustees the consideration of policies and procedures regarding personnel issues affecting the Village.
  - ✓ Oversee the selection of contracted services for labor negotiation services.

- ✓ Monitor, in cooperation with the ~~Employee Resources Manager Administrator~~, the general personnel policies for the Village, including such things as paid time off and leaves of absence.
  - ✓ In cooperation with the Administrator, make recommendations regarding disciplinary actions involving Village employees.
  - ✓ Consider and recommend departmental organization, reorganization and staffing levels and make appropriate recommendations to the board.
  - ✓ Act on all matters so enumerated in the Village of Weston Employee Personnel Policy and Procedures Manual Handbook as being assigned to the Finance and Human Resources Committee.
  - ✓ Consider any other matter the Board of Trustees may refer.
- (3) In addition to those duties prescribed by the Code of Ordinances, the Finance and Human Resources Committee should review and refer to the Board of Trustees recommendations for policies and amendments thereto, including the following:
- ✓ Recommend to the Board of Trustees modifications to the salary schedules for elected officials in accordance with Wisconsin statutes and for all other Village employees, unless their respective salaries are otherwise established by statute or labor agreement.
  - ✓ Recommend special wage adjustments.
  - ✓ Recommend reclassification requests.
  - ✓ Review requests for additional full-time staff based on evaluation of the position description, pay rate, classification, category of and need for the position, in accordance with practice relating to the establishment of new positions.
  - ✓ Recommend total compensation/fringe benefit portfolio programs in compliance with approved labor agreements and personnel policies.
  - ✓ Review leave of absence requests.
  - ✓ Participate in recruitment procedures, as necessary.
  - ✓ Under **Sec. 2.07. Department Directors**. Hear appeals from Department Directors when personnel-related administrative rules or directives are incompatible with the efficient operation of a department.
  - ✓ Under **Sec. 4.11. Selection Process - Unfair Practices Prohibition**. Investigate alleged violations of the Village's employee selection process as it pertains to unfair advantage practices prohibition.
  - ✓ Under **Sec. 4.21. Hiring Process - Starting Pay**. Approve the adjustment of starting pay above the Mid-Point based upon market conditions, unique qualifications directly related to the requirements of the position.

- ✓ Under **Sec. 5.10. Salary Ranges.** Review, modify, and approve the implementation of the current year's Village of Weston Pay Matrix.
- ✓ Under **Sec. 5.06. Reclassification Requests Procedures (6)** During the August meeting, approve new or expanded position requests for the following year. If the position involves a new classification, the Finance and Human Resources Committee will establish the new classification and approve a pay level submitted by the Administrator.
- ✓ Under **Sec. 5.07. Reclassification Review Procedure.** Approve new classes with the appropriate pay range as submitted by the Administrator. Approve classification changes as submitted by the Administrator. In most cases the authorized changes are effective on January 1 of the upcoming year.
- ✓ Under **Sec. 7.11. Telework and Telecommuting. (2) Approval.** Review modify, deny and/or approve a department's written plan for telecommuting and submit their findings thereafter to the Board of Trustees.
- ✓ Under **8.07. (3) Performance Appraisal Process, Accelerating Pay Increases.** Review, approve, modify, or deny a Department Director's or Administrator's request for accelerating an employee's pay within the Village of Weston Grade and Pay Matrix and submit their findings thereafter to the Board of Trustees.
- ✓ Under **Sec. 8.08. (2) Education Expense Reimbursement Program.** Review all requests meeting the minimum criteria. This committee will approve or deny reimbursement requests based upon:
  - ✓ Whether certificate or degree program is directly related to the employee's current job and/or will improve management skills,
  - ✓ Employee's performance history including the length of time employed by the Village, achievements and contribution during this period, and overall quality of work performed,
  - ✓ Appropriateness of the educational goal (e.g. level of correlation between the education and a likely career path within the Village Government.
- ✓ Under **Sec. 11.08. Grievances against Employee Discipline, Terminations, and Workplace Safety. (2) Appeal to Impartial Hearing Officer: (c) Impartial Hearing Officer Recommendation:** Receive the Impartial Hearing Officer recommendations affirming or reversing the action with the reasons therefore in writing.
- ✓ Under **Sec. 11.08. Grievances against Employee Discipline, Terminations, and Workplace Safety. (3) Appeal to Finance and Human Resources Committee, (a) Step 5, after having** received a properly submitted appeal, shall meet with the parties to discuss the matter as soon as practicable.

- ✓ At the conclusion of that meeting, the **Finance and** Human Resources Committee may affirm, modify, or reverse, by a majority vote of the committee, the Impartial Hearing Officer's determination.
- ✓ The committee shall issue a written decision sustaining or denying the decision of the Impartial Hearing Officer within ten (10) calendar days of the meeting.
- ✓ Under **Sec. 11.09. Complaints of Alleged Discrimination on the Basis of Disability. (1) Step 1:** If the Administrator determines, after consultation with the Village Attorney, that s/he lacks the legal authority to implement a determination without approval of the Board of Trustees, s/he shall immediately refer the determination to the **Finance and** Human Resources Committee.
  - ✓ The **Finance and** Human Resources Committee shall add such matters referred to it by the Administrator to the agenda of their next scheduled meeting and review: the complaint, the Administrator's determination and any other information deemed relevant by the Committee and make a determination taking action on the matter.
  - ✓ A written report shall be mailed to the complainant within thirty (30) calendar days of the meeting held to review the Administrator's determination.
- ✓ Under **Sec. 11.09. Complaints of Alleged Discrimination on the Basis of Disability. (2) Step 2:** The **Finance and** Human Resources Committee shall meet within thirty (30) days of receipt of the written appeal to review the evidence and consider any argument provided by the parties.
  - ✓ A written determination of the **Finance and** Human Resources Committee shall be mailed to the complainant within thirty (30) calendar days of the hearing.
- ✓ Under **Sec. 11.10. Complaint Procedures for Other Issues. (4) Step 4:** Within thirty (30) days of receipt of appeal from an employee providing the Administrator's reply, from which the employee wishes to appeal, meet with the employee, the Administrator and the department head and attempt to resolve the complaint.
  - ✓ The Committee shall issue a final written decision within ten (10) calendar days of such meeting.
- ~~✓ Under **Sec. 13.03. Holidays. (3) Weekend Holidays:** The Human Resources Committee shall determine when and if a Holiday falls on a weekend day, whether the preceding Friday or following Monday, shall be considered a holiday for pay purposes.~~
- ✓ Under **Sec, 13.04. Paid Time Off (PTO) (2) PTO Accrual Schedule:** Approve changes in the years of service accumulation rate, bi-weekly accrual hours and maximum accumulation allowed and forward their recommendation(s) to the Board of Trustees for action.
- ✓ Under **Sec. 13.06. Medical Leave Bank (2)(j):** Approve changes in the maximum accrual of Medical Leave Bank account hours and forward their recommendation(s) to the Board of Trustees for action.

- ✓ Under **Sec. 13.09. Leave of Absence (3)**: Approve leaves of absence greater than thirty (30) days and the extension of leaves of absence already in effect.
- ✓ Under **Sec. 13.10. Leave of Absence for Education**: Grant an educational leave of absence not to exceed one (1) year without pay or benefits.

**Sec. 2.04. Village Administrator.**

The Administrator is responsible for the development, supervision, and operation of the Village and its personnel and facilities. Employees have the obligation to further the professional advisement of the Board of Trustees through the chain of command. The Administrator is given the latitude to determine the best method of implementing the policy decisions of the Board of Trustees. The Administrator is the chief administrative officer of the Village and should generally:

- (1) Be responsible for the administration of all day-to-day operations of the village government, as applicable to this manual, the human resources and personnel functions of the Village.
- (2) Maintain a plan of administration, including an organization chart, which defines the authority and responsibility for all non-statutory positions of the village; submit it to the Board of Trustees for adoption as the official organization and administrative procedure plan for the village and make suggestions for amendments and/or changes when needed.
- (3) Be responsible for the administrative direction and coordination of all employees of the village according to established organization procedures.
- (4) Recommend to the board the appointment, promotion, and when necessary for the good of the village, the suspension or termination of department heads.
- (5) In consultation with the appropriate Department Director, be responsible for the hiring, appointment, promotion, and when necessary for the good of the village, the suspension or termination of employees below the department head level.
- (6) Serve as personnel officer for the village with responsibilities to see that complete and current personnel records, including specific job descriptions, for all village employees are kept; evaluate in conjunction with department heads the performance of all employees on a regular basis; recommend salary and wage scales for village employees not covered by collective bargaining agreements; develop and enforce high standards of performance by village employees; assure that village employees have proper working conditions; work closely with department heads to promptly resolve personnel problems or grievances.
- (7) Assist in labor contract negotiations and collective bargaining issues.
- (8) Work closely with department heads to assure that employees receive adequate opportunities for training to maintain and improve their job-related knowledge and skills and act as the approving authority for requests by employees to attend conferences, meetings, training schools, etc., provided that funds have been budgeted for these activities.
- (9) Participate in recruitment procedures as necessary.
- (10) Submit reports when requested by the Finance and Human Resources Committee and/or Board of Trustees.

- (11) All duties as so enumerated in the Village of Weston Employee Personnel Policies and Procedure Manual Handbook as being assigned to the Administrator.
- (12) Perform all other related duties as directed by the Board of Trustees.
- (13) Delegate the above responsibilities to a subordinate when warranted.

**~~Sec. 2.05. Employee Resources Manager.~~**

~~The Employee Resources Manager should generally:~~

- ~~(1) Maintain lists of persons eligible for hiring and promotion to positions within the Village, when appropriate.~~
- ~~(2) Conduct position analysis and evaluation of vacant positions or positions considered for reclassification.~~
- ~~(3) Participate in recruitment procedures as necessary.~~
- ~~(4) Advise the Human Resources Committee and/or employees on personnel matters of Village-wide importance.~~
- ~~(5) Submit reports when requested by the Administrator for presentation to the Human Resources Committee and/or Board of Trustees.~~

**Sec. 2.056. Department Directors.**

Department directors should generally:

- (1) Enforce the personnel policies and respective departmental rules and regulations in a consistent and impartial manner.
- (2) Comply with all personnel-related administrative rules and directives. When such a rule or directive is incompatible with the efficient operation of a department that department may appeal to the Finance and Human Resources Committee.
- (3) Keep employees informed of current personnel policies and future revisions.
- (4) Participate in grievance procedures as required by this manual.
- (5) Promptly notify the Administrator of any proposed change in staff organization.
- (6) Administer discipline and delegate such authority to supervisory staff as necessary.
- (7) Oversee the enforcement of and compliance with labor agreements in their department.
- (8) Ensure that all job posting and notices are displayed in a designated area within their department.

- (9) Have the authority to supervise employees in approved/authorized positions in accordance with procedures established in these personnel policies.
- (10) Develop and maintain position descriptions for all employees within their department.
- (11) Evaluate staff performance and submit written performance evaluations to the ~~Employee Resources Manager~~ Administrator.
- (12) Collaborate with the Administrator in developing employee orientation and in-service training programs and other personnel management activities.

**Sec. 2.067. Supervisors.**

To the extent that Department Directors delegate authority to them, Supervisors may:

- (1) Implement the personnel policies, rules, and regulations in their unit.
- (2) Assist in the evaluation of the performance of subordinate employees.
- (3) Participate in grievance procedures as required by this manual.

**Sec. 2.078. Responsibilities to Board of Trustees through Administrator.**

All staff members, including Department Directors and Supervisors shall be responsible to the Board of Trustees through the Administrator. Administrative participation shall be by professional counsel, guidance, and recommendation as distinct from deliberation, debate, and voting such as Board of Trustees members. Each shall refer matters requiring administrative attention to his or her supervisor, who shall refer such matters to the next higher authority, when necessary, and through the Administrator to the Board of Trustees. Each employee is to keep the person that the employee reports to informed of the employee's activities by whatever means their supervisor deems appropriate. If an employee has any questions, opinions or suggestions about the information contained in this ~~manual~~ handbook or about any other aspect of his or her job, then those questions, opinions or suggestions must be directed through the chain of command.

**Sec. 2.089. Chain of Command.**

Operation of any government agency depends on an effective chain of command. The ultimate decision concerning policy in the Village resides, by law, with the Board of Trustees, and operationalized through the Administrator. The Administrator, as the chief administrative officer of the Village, is the primary professional advisor to the Board of Trustees and head of the employee management team. Department Directors of the Village are part of the management team, and report through the Administrator.

This management team concept is the process by which a recommendation for Board of Trustees' action is developed and Board of Trustees decisions are implemented. This system represents a means of establishing orderly lines of organization and communication as management personnel unite with the Board of Trustees to promote effective services for the community.

**Sec. 2.0910. Joint Employee-Management Committee.**

The Administrator will consult with employees on terms and conditions of employment through the Joint Employee-Management Committee (JEMC) in accordance with the process established by this section.

This section does not apply to an employee whose terms and conditions of employment are governed by a collective bargaining agreement authorized by state law or to an employee organization authorized to engage in collective bargaining with the Village on behalf of its members.

“Terms and conditions of employment” means wages, salaries, hours and other terms and conditions of employment with the village, including but not limited to:

- ✓ Compensation and incentive plans;
- ✓ Policies related to employee attendance, leave and hours of employment;
- ✓ Recommendations concerning employee health insurance, life insurance and other employee benefits;
- ✓ The grievance process (but not an individual or group grievance that is to be considered pursuant to that process);
- ✓ Training, safety, and equipment; and
- ✓ All other issues related to working conditions, wages, hours and conditions of employment.

Nothing in this section is intended nor shall it be construed to authorize collective bargaining, a collective bargaining agreement of any type or characterization, or to recognize a bargaining agent for any group of employees. The Village is not obligated to implement any issue discussed during consultations and retains the right to unilaterally determine employment conditions for employees.

# REQUEST FOR CONSIDERATION

**Public Mtg/Date:** Finance & Human Resources Committee AND Board of Trustees, April 21, 2025

**Description:** Discussion and/or action on adoption of *Sec. 2.11 Local Preference in Village Purchases in the Administration of Local Government Agency Chapter of the Employee Personnel Policies and Procedures Handbook*

**From:** Jami Gebert, Administrator

**Question:** Would the committee like to recommend adoption of the *Local Preference in Village Purchases* policy in the Employee Personnel Policies and Procedures Handbook to the Board of Trustees?

## Background

Below is the discussion and action regarding a formal policy encouraging local preference in Village purchases from the March 17, 2025, BOT meeting.

Discussion and/or action on Adoption of a Formal Policy Encouraging and Giving Preference when Purchasing Materials, Services, and Goods from Businesses in the Village of Weston

***Motion by Pinsonneault, second by Weiland to direct staff to draft a policy encouraging and giving preference when purchasing materials, services, and goods from businesses in the Village of Weston for further discussion/action.***

Zeyghami stated that he understands the need for staff to go out of the Village to get supplies if they are not provided locally. Pinsonneault stated that staff should shop in Weston first and then go outside of Weston to shop if they need supplies. Cronin stated that he looks to the community as a whole which includes the outside communities and when reviewing vouchers, he sees that Village purchases materials as much as they can in the Village but sometimes needs to go outside. He does not believe there needs to be a formal policy for staff. Trautman stated when purchasing for federal grants, preference for local purchasing is against the policy and that should be taken into consideration in the Boards' decision.

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

<u>Trustee</u>	<u>Present</u>
Cronin, Steve	NO
Ermeling, Barb	YES
Jordan, Joe	NO
Maloney, Mark	YES
Pinsonneault, Jim	YES
Weiland, Jamie	YES
Zeyghami, Hooshang	YES

Attached is a draft policy for *Local Preference in Village Purchases*, which if approved would be incorporated into the *Administration of Local Government Agency Chapter of the Employee Personnel Policies and Procedures Handbook*.

# REQUEST FOR CONSIDERATION

Attached Docs: draft Sec. 2.11 *Local Preference in Village Purchases* policy.

---

Committee Action: TBD.

---

FISCAL IMPACT: None to minimal.

---

Recommendation: None.

## Recommended Language for Official Action

***Finance and Human Resources:***

I recommend adoption of Section 2.11 *Local Preference in Village Purchases* to Chapter 2 of the Employee Personnel Policies and Procedures Handbook to the Board of Trustees.

OR

I recommend adoption of Section 2.11 *Local Preference in Village Purchases* to Chapter 2 of the Employee Personnel Policies and Procedures Handbook with the following changes \_\_\_\_\_ to the Board of Trustees.

***Board of Trustees:***

I motion to approve the Finance and Human Resources Committee recommendation regarding Section 2.11 *Local Preference in Village Purchases* to Chapter 2 of the Employee Personnel Policies and Procedures Handbook.

OR

I motion to approve the Finance and Human Resources Committee recommendation regarding Section 2.11 *Local Preference in Village Purchases* to Chapter 2 of the Employee Personnel Policies and Procedures Handbook with the following changes \_\_\_\_\_.

Or something else . . .

<b>Village of Weston POLICY MANUAL</b>		
<b>Issue Date</b> TBD 04/21/2025	<b>Policy Title:</b>	<b>TBD Policy No. 2.11</b>
<b>Revision Date</b>	<b><i>Local Preference in Village Purchases</i></b>	

The Village recognizes the importance of Village purchases in supporting the local economy. Due consideration will be provided to local merchants, which shall be defined as any merchant that provides sales or service from a location within Weston. Village departments shall take into consideration the monetary value of the purchase, availability of service, and transportation costs in determining the lowest price. If the difference in price between the local vendor and a vendor from outside Village boundaries is negligible, and the purchase is within the constraints of State and Federal law and absent any legal restriction that would prevent purchase, the local vendor shall be used.

**(1) Exception:** Grant funded purchases shall follow the *Village of Weston Grants Procurement Policy*, available through the Finance Department, established to ensure proper authorizations and procedures for the spending of grant funds.

DRAFT

# REQUEST FOR CONSIDERATION

<b>Public Mtg/Date:</b>	<b>Board of Trustees, April 21, 2025</b>
<b>Description:</b>	<b>Discussion and/or action on Draft Request for Proposal (RFP) for Residential Refuse and Recycling Services</b>
<b>From:</b>	<b>Jami Gebert, Village Administrator Valerie Parker, Planning Technician</b>
<b>Question:</b>	<b>Following review, does the Board have any corrections and/or additions to the draft RFP prior to release?</b>

## Background

Following the March 17, 2025, Board of Trustees Meeting, staff were directed to draft an RFP for a new Village/Town of Weston Residential Refuse & Recycling Contract to begin January 1, 2026.

Attached is a draft RFP for review and/or comment. A couple items staff would note in the draft:

- The schedule will be completed once the RFP is ready for release.
- The RFP states the proposers will work to determine the best option for contractor provided refuse and recycling carts knowing residents already have containers.
- The RFP asks for proposers to include weekly and bi-weekly cost estimates for single-stream recycling services.
- Refuse events, such as Christmas Tree collection and bulk item pick-up, are included in the RFP.
- A local contact number must be provided to residents to contact for customer service.
- A chart of Weston Municipal Buildings/Properties for complimentary collection services is included.
- The proposal asks for potential contract terms of 5 years, 7 years, and 10 years.

We look forward to discussing further at the meeting.

<b>Attached Docs:</b>	<b>draft RFP for Residential Refuse &amp; Recycling Services.</b>
-----------------------	---

<b>Committee Action:</b>	<b>TBD.</b>
--------------------------	-------------

<b>FISCAL IMPACT:</b>	<b>TBD.</b>
-----------------------	-------------

<b>Recommendation:</b>	<b>None.</b>
------------------------	--------------

## Recommended Language for Official Action

**I move to acknowledge the Request for Proposal for Residential Refuse & Recycling Services and proceed with release as presented.**

**I move to acknowledge the Request for Proposal for Residential Refuse & Recycling Services and proceed with release with the following changes \_\_\_\_\_.**

**Or something else.**



## Request for Proposal for Residential Refuse and Recycling Services

The Village of Weston is issuing a Request for Proposal (RFP) for interested licensed haulers of solid waste and recyclables to submit proposals for a 5, 7, or 10-year residential curbside refuse and recycling services and supplemental services for the Village and Town of Weston.

Proposals: Licensed hauler of solid waste and recyclables will deliver one proposal to the following address:

Village of Weston Municipal Center  
Attn: Valerie Parker, Planning Technician  
Planning & Development Department  
4747 Camp Phillips Road  
Weston, WI 54476

**PROPOSAL DEADLINE: 10:00 a.m. CST, Monday, \_\_\_\_\_, 2025**

Proposals received after the above-cited time will be considered a late proposal and are not acceptable unless waived by the Village Director of Planning & Development.

The envelope must be clearly marked "Proposal for Refuse and Recycling Services" and include the name of the hauler submitting the proposal.

Please direct questions to Valerie Parker, Planning Technician, Planning & Development Department, 715-241-2607, [vparker@westonwi.gov](mailto:vparker@westonwi.gov).

---

### **Proposal Terms**

Prospective haulers shall provide all requested information and pricing.

The Village of Weston reserves the right to reject any and all proposals received as a result of this RFP. If a proposal is selected, it will be the most advantageous regarding quality of service, the hauler's qualifications and capabilities to provide the specified service, and other factors which the Village may consider.

The Village reserves the right to reject any or all proposals, to waive or not waive informalities or irregularities in proposals or proposal procedures, and to accept or further negotiate cost, terms, or conditions of any proposal determined by the Village to be in the best interests of the Village, even though not the lowest proposal. Proposals failing to provide prices, or clear explanation as to services requested, may be considered unresponsive, in the Village's sole judgment. The Village reserves the right to request clarifications from proposers for a period of up to five (5) days, prior to publicizing proposal results.

The price quotations in the hauler’s proposal shall remain firm through the execution of a contract.

Proposals must be signed by an official authorized to bind the provider to its provisions for at least a period of **120 days**. Failure of the successful hauler to accept the obligation of the proposal may result in the cancellation of any award.

A service contract will be executed between the Village and the awarded hauler for services to begin January 1, 2026.

**Schedule for Proposals and Collection Services**

- Issue Request for Proposals: \_\_\_\_\_, 2025
- Pre-Proposal Meeting: \_\_\_\_\_, 2025, at 10:00 a.m.
- Proposals Due: \_\_\_\_\_, 2025, at 10:00 a.m.
- Review by the Public Works Committee: \_\_\_\_\_, 2025, at 5:00 p.m.
- Anticipated Board of Trustees Approval: \_\_\_\_\_, 2025, at 6:00 p.m.
- Term of Agreement: January 1, 2026, to \_\_\_\_\_

**Customer Base and Village Statistics**

The hauler shall provide curbside refuse and recycling service to all residential units (i.e. single-family homes up to 4-unit apartments). The following is a breakdown of current usage:

	<b>2024</b>	<b>2023</b>	<b>2022</b>	<b>2021</b>
Residential Units	5,025	4,950	4,944	4,914
Collected Refuse	Not Available	Not Available	Not Available	Not Available
Waste Oil (Gallons)	414	288	300	129
Anti-Freeze (Gallons)	0	0	0	0
Lead Acid Batteries (each)	0	2	6	2
Junk Mail	13.07	13.04	11.84	11.20
Newsprint	483.46	482.47	438.08	414.21
Magazines	169.87	169.52	153.92	145.53
Cardboard	222.13	221.98	201.29	190.32
Glass	196.00	195.60	177.6	167.93
Plastic	104.53	104.32	94.72	89.56
Tin & Bi-Metal	91.47	91.28	82.89	78.36
Aluminum	26.13	26.08	23.68	22.39

Note: The Village of Weston does not guarantee the number of residential units listed or that these quantities of refuse and recycling will be available, generated, or collected by the Proposers. They are provided as general information and done so as a courtesy only.

Quantities do include items dropped off at Waste Management Recycling Center.

### **Qualifications**

The Proposer must hold a valid license with the State of Wisconsin to transport municipal solid waste and recyclables, as per s. NR 502.06(1)(b) Wis. Adm. Code.

### **Pre-Proposal Meeting**

A Pre-proposal meeting will take place at the Weston Municipal Center, on \_\_\_\_\_, at 10:00 a.m., to allow for a questions and answers session on any of the terms of this request for proposal. Haulers who wish to take part, but cannot attend may participate via phone conference, but must make arrangements in advance. Notes from any discussions that take place during this pre-proposal meeting will be shared amongst all haulers who are invited or express interest in submitting a proposal.

### **Introduction and Scope of Services**

The Village and Town of Weston are currently serviced jointly with weekly residential curbside refuse and bi-weekly single-stream recycling cart services by Waste Management. The current contract will expire on December 31, 2025.

### **Term of Contract**

The Village of Weston is seeking bids for a contract for curbside refuse and single-stream recycling collection. While refuse collection will remain at weekly, the Village is interested in receiving the proposed cost differences for bi-weekly and weekly single-stream recycling curbside collection. Submitted proposals must include a clear breakdown of weekly vs. bi-weekly single-stream recycling curbside collection for consideration. The Village is also interested in receiving proposed costs differences in a 5-year contract, 7-year contract, and 10-year contract. Submitted proposals must include a clear breakdown of costs for a 5-year, 7-year, and 10-year contract. Proposals must include Marathon County Landfill tipping fees in their fees to the Village.

### **Number of Residential Units Charged**

As of the date of this RFP, the estimated number of residential units charged for cart services is 5,021. This number amounts to about 252 residential units in the Town of Weston, and 4,769 residential units in the Village of Weston. This number may be reduced or increased during the contract period due to new homes constructed or possible loss of homes. This count only includes single-family properties up to four-unit apartments on one tax parcel. Mobile home parks, private residential developments, and apartment properties consisting of five or more residential units are not covered under the Village's contract.

As a way to keep all proposals comparable, proposals submitted should be based on a 96-gallon refuse cart and a 96-gallon single-stream recycling cart per residential unit.

### **Refuse Services**

Currently, Weston taxpayers/residents have the option of switching from a 96-gallon refuse cart to a smaller refuse cart (about 35-gallons). Weston would like the taxpayers/residents to continue having the flexibility to work with the awarded hauler in obtaining a smaller or larger size refuse cart, if needed. The Village charges the same special charge rate to the property owner, regardless of the size cart a resident has.

Refuse carts will be contractor-owned. Depending on contract award, the successful proposer will work to determine the best option with the resident already having containers provided by the current contract provider.

### **Recycling Services**

Single-stream recycling pick-up is currently being provided. Residents are provided with a 96-gallon single-stream recycling cart that is easily identifiable by the yellow lid on the cart (or some other obvious feature).

Single-Stream recycling carts will be contractor-owned. Depending on contract award, the successful proposer will work to determine the best option with the resident already having containers provided by the current contract provider.

### **Automated Curbside Residential Collection**

Taxpayers/Residents covered under the Village's contract are required to roll their refuse and recycling carts out to the edge of their driveway, or shoulder of the boulevard, either the night before scheduled collection, or by 6:00 a.m. of the day of collection. Residents are then required to roll their emptied carts back up to their homes within 12 hours of their carts being serviced.

There are a few instances, at 3 or 4-unit apartment properties, where our current hauler services the carts inside of the property. Those particular property owners will need to work with the contracted hauler on an agreement for that special cart service. The agreement will only be valid for the duration of this contract. The Village does not permit 3 and 4-unit apartment properties to utilize shared dumpsters.

The Village encourages haulers to allow the landlords of these 3 to 4-unit apartment properties to label the carts with the residential apartment unit each cart is assigned to. In the case of a waste audit, this allows the property owner, Village of Weston, or hauler to identify which tenant to contact if an issue comes up with a specific cart.

Currently, refuse and recycling carts are serviced via an automated refuse truck and a separate automated single-stream recycling truck, which allows for quicker service, and where there is less chance of injury to the driver. Weston would like to see this type of service continue, though, recognizing that from time to time, the hauler may utilize a split-bodied truck, which can collect from both refuse and single-stream carts, keeping materials separated in its two internal compartments.

### **Reporting of Tonnages**

The Village requests to receive quarterly refuse and recycling reports from the contracted hauler, to allow the Village to document and track refuse and recycling tonnages.

### **Pick-Up Schedule**

The Village and Town of Weston are divided into five (5) daily refuse and recycling route sections. A map showing these five (5) daily route sections is attached. Collection start times can begin no earlier than 6:00 a.m.

Refuse services are weekly and the Village and Town would like to see the schedule remain the same.

Currently, single-stream recycling services are offered on a bi-weekly basis. As part of this proposal, the Village is requesting to see estimates based on the following scenarios:

- Bi-Weekly single-stream recycling cart service for both the Village of Weston and the Town of Weston.
- Weekly single-stream recycling cart service for both the Village of Weston and Town of Weston.

### **Handling of Repair/Replacement Carts**

During the contract period, residents will be given an opportunity to make contact directly with the awarded hauler if their refuse or recycling cart is in need of repair/replacement. If a resident's cart is lost or stolen, the resident must work directly with the hauler to obtain a new cart. The resident would be responsible for any replacement costs, if the hauler deems necessary to charge. Hauler shall provide the Village with a local contact number that residents can utilize in requesting repair/replacement carts.

### **Handling of Newly Issued Carts to Newly Constructed Homes**

Residents of newly constructed homes will be required to contact the Village of Weston to order the refuse & recycling cart service. Village staff will then contact the hauler of the new service, so that the hauler can add to the Village's billed cart count.

The Village will work with the hauler at the beginning of each year to ensure the cart counts match both records.

### **Refuse Overflow Stickers**

Weston would like to continue offering an option to taxpayers/residents for the pick-up of overflow refuse. Currently, if a taxpayer/resident has more refuse than what they can fit within their refuse cart, they have the option to purchase refuse overflow stickers. By having one of these stickers on a bag of refuse, the hauler will manually collect the bag of refuse and place it within the truck. The hauler is not to collect any bagged refuse that does not display one of these stickers. For the purposes of this proposal, Weston would like to see something similar offered.

### **Recycling Overflow Services**

Currently, if a resident has more recyclables than what will fit within their cart, they have an option to take their excess recycling to the Recycling Center offered by Waste Management, at 5509 Fuller Street (per the current contract with the Village of Weston).

This has been a very convenient and highly utilized service for our residents/taxpayers. The Village would like a similar conveniently located site for our residents/taxpayers to utilize.

If a local site is not available, the hauler's proposal can offer an alternative option for what residents can do with their excess recycling.

### **Clean Recycling Campaign**

The Village of Weston promotes residents to recycle right, as a way to keep our recycling clean. This is done through an annual Refuse & Recycling Guidelines, quarterly The Wire newsletters, periodically in the weekly Weston E-News, and through other various digital social media outlets.

Currently, the Village of Weston teams up with Marathon County Solid Waste Department to hold an annual America Recycles Day recycling contest during the month of November. Historically, the Village of Weston had teamed up with Marathon County Solid Waste Department and our current hauler to go out in various neighborhoods and perform waste audits, and our hauler was more involved in the America Recycles Day events. It is possible we may choose to do something similar during the next contract.

Though the participation in these waste audits is not mandatory, the Village encourages the continued participation. These audits allow staff from all three entities to work together in a cooperative effort and to fully recognize where the public needs more education, and also where staff of the three entities may need more education. These events also present opportunities for the staff of the three entities to meet and speak collectively and directly to residents who are curious to learn what the team is doing when inspecting the carts.

Your willingness to participate and cooperate is much appreciated! The Village of Weston prides itself on having a great working relationship with its contracted hauler and Marathon County Solid Waste Department. Hauler proposals should include willingness to participate in Clean Recycling Campaign and level of participation anticipated.

### **Annual Village-Wide Christmas Tree Pick-Up**

Currently, immediately after the Christmas holiday, our hauler collects Christmas trees set out at the curbside (with the resident requirement that the trees be cut down to no longer than 4 feet in length) through the month of January. Weston would like to continue offering this annual service and will work with the contract-awarded hauler on the details of length of time to collect.

### **Holiday Schedule**

Currently, when a legal holiday (New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and/or Christmas Day) falls on a weekday, the hauler has delayed collection of refuse and recycling to the next following day. Weston taxpayers/residents have become accustomed to this schedule. This continued schedule would be preferred, but not required.

### **Handling of Customer Service Issues**

If during the route, the hauler chooses not to empty a resident's refuse and/or recycling cart due to the resident's improper use of the refuse and/or recycling cart, Weston requires the hauler to immediately communicate those issues directly to the resident, so that corrections can be made, and reduce the amount of delay in getting the resident's refuse and/or recycling cart emptied. If communication between the hauler and resident fails to resolve the issue, the hauler will then be required to make contact with Weston for further action.

If a complaint is made by a resident about the hauler, the complaint needs to be directed directly to the hauler. If communication between the complainant and the hauler fails to resolve the issue, the resident will then be required to make contact with Weston for further action.

A local contact number must be provided to residents to contact for customer service. However, if locally-staffed customer service representatives (CSR's) are not available, haulers are expected to have a local point of contact in which Weston staff can contact, to quickly resolve problems/requests.

## **Cart Hangers**

The Village of Weston has offered cart hangers (i.e. door hangers) to be used in instances where the driver finds improper materials within carts, which the driver can then hang the notice on the resident's cart to make them aware of what was found. This is not mandatory, but if the hauler is interested, the Village will work to provide these to the contracted hauler.

## **Memorandum of Understanding with Marathon County Landfill**

Weston has entered into a contract (Memorandum of Understanding) with Marathon County Solid Waste Department for a special tipping rate for Municipal Solid Waste, effective January 1, 2019 – December 31, 2025. The Village anticipates renewal of this contract with Marathon County Solid Waste beginning in 2026. Municipal solid waste collected through our contract is to be taken to the Marathon County Landfill only. Please see the attached contract. The 2025 tipping rate for Municipal Solid Waste offered by Marathon County Solid Waste Department to the Village of Weston is \$37.62 per ton.

## **Spring/Fall Bulk-Item Drop-Off Events**

Proposers must offer a Spring and Fall Bulk-Item Drop-Off Event each year for all taxpayers/residents who are covered under the Village's contract. During this drop off, residents are allowed to dispose of non-metal items, furniture, carpeting, scrap lumber, mattresses, and glass windows. This event has been held the 3<sup>rd</sup> weekend (Thursday 8:00 a.m. – 4:00 p.m., Friday 8:00 a.m. – 4:00 p.m., and Saturday 8:00 a.m. – 2:00 p.m.) in May, and the 1<sup>st</sup> weekend (Thursday 8:00 a.m. – 4:00 p.m., Friday 8:00 a.m. – 4:00 p.m., and Saturday 8:00 a.m. – 2:00 p.m.) in October. Both have been held at the current hauler's fenced-in property (5509 Fuller Street). This event is staffed by the hauler, though, Village of Weston will provide a list of addresses that are qualified to use the service. The Village of Weston also supplies the hauler with any necessary signage needed to direct the traffic flow.

The Spring/Fall Bulk-Item Drop-Off Events would be billed separate from the contract, and the Village would request the haulers to include in their proposals tonnage rates for these services.

The Village requests that haulers provide a local location, in Weston, where residents would be able to drop items off during this event.

The following are the tonnages reported during past spring and fall events:

	<u>Spring</u>	<u>Fall</u>
2019	81.44 tons	39.42 tons
2020	71.67 tons	21.32 tons
2021	68.43 tons	30.32 tons
2022	69.85 tons	*No Data*
2023	78.29 tons	34.92 tons
2024	62.19 tons	39.33 tons
2025	*No Data*	*No Data*

## **Village of Weston Municipal Buildings/Properties**

Included in the proposal should be complimentary refuse/recycling collection services at all municipal buildings and properties (parks, trails, open spaces).

Currently there is contracted service provided to:

Municipal Building/Property	Address	Service Provided
Weston Municipal Center	4747 Camp Phillips Road	10-yard single-stream recycling dumpster & 10-yard trash dumpster
Public Safety Building	5303 Mesker Street	4-yard single-stream recycling dumpster & 4-yard trash dumpster
Yard Waste Recycling Site	8200 Ryan Street	8-yard trash dumpster
Weston Aquatic Center	5815 Alta Verde Street	4-yard single-stream recycling dumpster & 6-yard trash dumpster (Seasonal – May through October)
Kennedy Park	6002 Alderson Street	9-95-gallon rolling trash carts (Seasonal – May through October)
Kellyland Park	6100 Rogan Lane	95-gallon rolling trash cart (Seasonal – May through October)
Weston Dog Park	6101 Rogan Lane	2-95-gallon rolling trash carts (Seasonal – May through October)
Yellow Banks Park	3903 Northwestern Avenue	3-95-gallon rolling trash carts (Seasonal – May through October)
Yellow Banks Disc Golf Course	3511 Camp Phillips Road	95-gallon rolling trash cart (Seasonal – May through October)
Robinwood Park	6412 Teagan Lane	2-95-gallon rolling trash carts (Seasonal – May through October)
Williams Park	5500 Von Kanel Street	95 gallon rolling trash cart (Seasonal – May through October)
Sandhill Meadows Park	2500 Parkway Lane	2-95-gallon rolling trash carts (Seasonal – May through October)
Machmueller Family Park	7200 Quentin Street	4-95-gallon rolling trash carts (Seasonal – May through October)
Eau Claire River Recreational Trail	North end of Ryan Street	95-gallon rolling trash cart
Weston Farmer's Market	3910 Schofield Avenue	95-gallon rolling single-stream rolling recycling cart & 2-95-gallon rolling trash carts (Seasonal – May through October)
<i>Potential New Mountain Bay Metro Police Department</i>	3600 Community Center Drive	4-yard single-stream recycling dumpster & 4-yard trash dumpster

### **Submittal Process and Details**

Proposals are sought from licensed municipal solid waste and recycling haulers, and should include the following:

- Hauler's name, address, and names of primary contact (including phone number, e-mail address, and website).
- Information on local customer service number and staff members that Weston employees and/or taxpayers/residents may be speaking with to resolve issues.

- Description of vehicles used in refuse and recycling pick-up.
- References from municipalities currently served (preferably those municipalities who are utilizing “single-stream” recycling pick-up).
- Depending on contract award, a plan explaining how the successful proposer will work to determine the best option with residents already having containers provided by the current contract provider.
- Sample resident brochure explaining the single-stream recycling pick up, along with general information on your company.
- Cost breakdown:
  - Per household unit, for services for weekly refuse and bi-weekly recycling pick up for both Town and Village of Weston (based on 96-gallon refuse and recycle carts to each residential unit). Break down should be provided based on 5-year, 7-year, and 10-year contracts; and. Per household unit, for services for weekly refuse and weekly recycling pick up for both Village and Town of Weston (based on 96-gallon refuse and recycle carts to each residential unit). Break down should be provided based on 5-year, 7-year, and 10-year contracts.
- Plan for additional following services:
  - Refuse Overflow Stickers
  - Recycling Overflow services and proposed location
  - Clean Recycling Campaign
  - Annual Christmas tree collection
  - Proposed tonnage rates for the Spring Bulk-Item Drop-Off and Fall Bulk-Item Drop-Off and proposed location of collection
- Proposed rates for servicing Village of Weston Municipal Building Center on a weekly basis, Weston Safety Building on a weekly basis, and Weston parks on a seasonal/weekly basis.

Village staff will review the submitted proposals. The selected hauler will meet with the Village to prepare a contractual agreement between the Village and hauler.

# REQUEST FOR CONSIDERATION

---

<b>Public Mtg/Date:</b>	<b>Village Board – 4/21/2025</b>
<b>Description:</b>	<b>Fuller St Reconstruction Bid Results and Recommendation</b>
<b>From:</b>	<b>Michael Wodalski, P.E., Director of Public Works</b>
<b>Question:</b>	<b>Should the Village Board award the Fuller St Reconstruction Project to Francis Melvin, Inc. for a total Project Bid Amount of \$3,665,318.81?</b>

---

## Background

The Fuller Street Reconstruction Project was bid on Wednesday, April 9<sup>th</sup>. There were 7 total prime contractors bidding on the project and the lowest bidder was Francis Melvin, Inc. with a base bid of \$3,665,318.81.

The total CIP estimate for this project was \$3,640,000 for an overall project cost. The total bid result was just over \$25,000 more than estimate. The table below shows the costs by funding category. The Water and Storm funds are more expensive than estimated. Similar to Schofield Ave, water valve replacements along Fuller St were added later in the project and is the main reason for that cost overage. The storm water costs are also higher than estimate. The Sanitary Sewer and Street costs though are under estimate with the street coming in at \$367,684 less than estimate.

	Water	Sanitary	Storm	Street	Total
CIP Est	\$ 250,000.00	\$ 115,000.00	\$1,200,000.00	\$ 2,075,000.00	\$ 3,640,000.00
Bid Result	\$ 528,187.18	\$ 37,420.00	\$ 1,392,396.11	\$ 1,707,315.52	\$ 3,665,318.81
CIP - Bid	\$ (278,187.18)	\$ 77,580.00	\$ (192,396.11)	\$ 367,684.48	\$ (25,318.81)

Francis Melvin was the contractor last year for the E Jelinek and Von Kanel Project. We have a good working relationship with the contractor and staff's recommendation is to move forward with the bid from Francis Melvin.

- 
- Attached Docs:** - Letter from Becher Hoppe with Bid Tab
- 
- Committee Action:** - Public Works Recommended Approval
- 
- Fiscal Impact:** - Costs will be paid for by the respective funds
- 
- Recommendation:** Staff recommends awarding the project to Francis Melvin, Inc. for a total Project Bid Amount of \$3,665,318.81.

## Recommended Language for Official Action

**I Move to Recommend Awarding the Fuller St Reconstruction contract to Francis Melvin, Inc. for a total Project Bid Amount of \$3,665,318.81.**



330 N. 4th Street, Wausau, WI 54403-5417  
715-845-8000 | becherhoppe.com

April 9, 2025

Michael Wodalski, P.E., Director of Public Works  
Village of Weston  
4747 Camp Phillips Road  
Weston, WI 54476

Subject: Fuller Street Reconstruction Bid Opening

Dear Michael:

Enclosed herewith is one copy of the Bid Summary for the subject project. Seven (7) bids were received for the project. The low bid for the project was \$3,665,318.81 submitted by Francis Melvin, Inc. The bid was lower than our pre-bid opinion of construction cost.

We have reviewed each line item of the bid, and it is our opinion that the bid as submitted by Francis Melvin, Inc. is reflective of the proposed work.

We believe Francis Melvin, Inc., with the use of appropriate subcontractors, is qualified to perform the work. We recommend award to the low bidder: Francis Melvin, Inc. in the amount of \$3,665,318.81.

Enclosed herewith is the Notice of Award. If the Village awards the project, please execute the Notice of Award and return a copy to us. Once received, we will compile the necessary Contract documents for the Contractor to execute.

Sincerely,

A handwritten signature in blue ink, appearing to read "Joe Kafczynski".

Joe R. Kafczynski, P.E.  
Project Engineer

JRK/jlp  
Enclosures

Village of Weston - Fuller Street Reconstruction (#9583130)

Owner: Weston WI, Village of  
 Solicitor: Becher-Hoppe Associates, Inc.  
 04/09/2025 10:00 AM CDT

Section Title	Line Item	Item Code	Item Description	UoM	Quantity	Francis Melvin, Inc.		Haas Sons, Inc.		James Peterson Sons, Inc. - Utility Division		A-1 Excavating LLC		Integrity Grading and Excavating, Inc.		Earth Inc.		Switlick & Sons Inc.	
						Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
<b>Base Bid - Part I - Fuller Street Roadway</b>							<b>\$2,241,855.12</b>		<b>\$2,167,681.00</b>		<b>\$2,521,803.12</b>		<b>\$2,489,173.00</b>		<b>\$2,585,630.40</b>		<b>\$2,776,335.50</b>		<b>\$3,150,110.00</b>
	1	201.0110.S	Clearing	SY	470	\$11.05	\$5,193.50	\$12.00	\$5,640.00	\$12.00	\$5,640.00	\$10.00	\$4,700.00	\$12.00	\$5,640.00	\$15.00	\$7,050.00	\$20.00	\$9,400.00
	2	201.0210.S	Grubbing	SY	470	\$11.05	\$5,193.50	\$6.00	\$2,820.00	\$16.44	\$7,726.80	\$15.00	\$7,050.00	\$9.40	\$4,438.00	\$15.00	\$7,050.00	\$30.00	\$14,100.00
	3	203.0100**	Removing Small Pipe Culverts	EACH	18	\$410.00	\$7,380.00	\$400.00	\$7,200.00	\$350.00	\$6,300.00	\$500.00	\$9,000.00	\$235.00	\$4,230.00	\$1,000.00	\$18,000.00	\$50.00	\$900.00
	4	204.0100**	Removing Concrete Pavement	SY	1050	\$12.30	\$12,915.00	\$10.00	\$10,500.00	\$6.68	\$7,014.00	\$7.00	\$7,350.00	\$6.50	\$6,825.00	\$10.00	\$10,500.00	\$9.00	\$9,450.00
	5	204.0150**	Removing Curb & Gutter	LF	680	\$2.05	\$1,394.00	\$4.00	\$2,720.00	\$2.00	\$1,360.00	\$5.00	\$3,400.00	\$7.25	\$4,930.00	\$10.00	\$6,800.00	\$2.00	\$1,360.00
	6	204.0155**	Removing Concrete Sidewalk	SY	40	\$5.15	\$206.00	\$10.00	\$400.00	\$10.00	\$400.00	\$12.00	\$480.00	\$10.40	\$416.00	\$25.00	\$1,000.00	\$9.00	\$360.00
	7	204.0210**	Removing Manholes	EACH	2	\$1,285.00	\$2,570.00	\$450.00	\$900.00	\$500.00	\$1,000.00	\$500.00	\$1,000.00	\$1,140.00	\$2,280.00	\$1,000.00	\$2,000.00	\$400.00	\$800.00
	8	204.0215**	Removing Catch Basins	EACH	13	\$405.00	\$5,265.00	\$350.00	\$4,550.00	\$400.00	\$5,200.00	\$400.00	\$5,200.00	\$1,044.00	\$13,572.00	\$500.00	\$6,500.00	\$300.00	\$3,900.00
	9	204.0220**	Removing Inlets	EACH	3	\$360.00	\$1,080.00	\$350.00	\$1,050.00	\$400.00	\$1,200.00	\$400.00	\$1,200.00	\$1,064.00	\$3,192.00	\$500.00	\$1,500.00	\$300.00	\$900.00
	10	204.0245**	Removing Storm Sewer (15 inches)	LF	115	\$20.50	\$2,357.50	\$18.00	\$2,070.00	\$30.00	\$3,450.00	\$16.00	\$1,840.00	\$35.00	\$4,025.00	\$20.00	\$2,300.00	\$20.00	\$2,300.00
	11	204.0245**	Removing Storm Sewer (12 inches)	LF	1320	\$8.20	\$10,824.00	\$18.00	\$23,760.00	\$30.00	\$39,600.00	\$14.00	\$18,480.00	\$24.00	\$31,680.00	\$17.00	\$22,440.00	\$20.00	\$26,400.00
	12	205.0100.S	Excavation Common	CY	15250	\$10.25	\$156,312.50	\$11.43	\$174,307.50	\$11.68	\$178,120.00	\$14.00	\$213,500.00	\$12.50	\$190,625.00	\$20.00	\$305,000.00	\$16.00	\$244,000.00
	13	305.0115**	Base Aggregate Dense 3/4-Inch	CY	50	\$29.70	\$1,485.00	\$39.50	\$1,975.00	\$33.98	\$1,699.00	\$37.00	\$1,850.00	\$32.30	\$1,615.00	\$50.00	\$2,500.00	\$28.00	\$1,400.00
	14	305.0125.S	Base Aggregate Dense 1 1/4-Inch (Reclaimed Asphalt)	CY	10000	\$9.25	\$92,500.00	\$10.50	\$105,000.00	\$14.62	\$146,200.00	\$16.00	\$160,000.00	\$22.00	\$220,000.00	\$10.00	\$100,000.00	\$15.00	\$150,000.00
	15	415.0070.S	Concrete Pavement 7-Inch	SY	1100	\$61.61	\$67,771.00	\$61.00	\$67,100.00	\$61.00	\$67,100.00	\$63.00	\$69,300.00	\$61.00	\$67,100.00	\$68.00	\$74,800.00	\$70.00	\$77,000.00
	16	416.0610**	Drilled Tie Bars	EACH	80	\$8.10	\$648.00	\$8.00	\$640.00	\$8.00	\$640.00	\$9.00	\$720.00	\$8.00	\$640.00	\$6.50	\$520.00	\$10.00	\$800.00
	17	455.0605**	Tack Coat	GAL	1650	\$3.65	\$6,022.50	\$5.05	\$8,332.50	\$3.60	\$5,940.00	\$4.00	\$6,600.00	\$3.60	\$5,940.00	\$4.00	\$6,600.00	\$6.00	\$9,900.00
	18	460.6225**	HMA Pavement 3 MT 58-28 S	TON	2880	\$72.40	\$208,512.00	\$67.70	\$194,976.00	\$71.70	\$206,496.00	\$72.00	\$207,360.00	\$71.70	\$206,496.00	\$73.00	\$210,240.00	\$80.00	\$230,400.00
	19	460.6225**	HMA Pavement 5 MT 58-28 S	TON	725	\$79.69	\$57,775.25	\$67.70	\$49,082.50	\$78.90	\$57,202.50	\$80.00	\$58,000.00	\$78.90	\$57,202.50	\$80.00	\$58,000.00	\$82.00	\$59,450.00
	20	460.6245**	HMA Pavement 5 MT 58-34 S	TON	1055	\$86.25	\$90,993.75	\$69.70	\$73,533.50	\$85.40	\$90,097.00	\$86.00	\$90,730.00	\$85.40	\$90,097.00	\$87.00	\$91,785.00	\$90.00	\$94,950.00
	21	465.0105**	Asphaltic Surface	TON	510	\$96.96	\$49,449.60	\$76.56	\$39,045.60	\$96.00	\$48,960.00	\$97.00	\$49,470.00	\$96.00	\$48,960.00	\$100.00	\$51,000.00	\$101.00	\$51,510.00
	22	465.0120**	Asphaltic Surface Driveways and Field Entrances	TON	300	\$173.00	\$51,900.00	\$96.00	\$28,800.00	\$170.60	\$51,180.00	\$172.00	\$51,600.00	\$170.60	\$51,180.00	\$180.00	\$54,000.00	\$190.00	\$57,000.00
	23	601.0205.S	Concrete Gutter 24-Inch	LF	7880	\$14.20	\$111,896.00	\$14.05	\$110,714.00	\$14.05	\$110,714.00	\$14.50	\$114,260.00	\$14.05	\$110,714.00	\$12.80	\$100,864.00	\$15.00	\$118,200.00
	24	601.0411.S	Concrete Curb & Gutter 30-Inch Type D	LF	540	\$27.27	\$14,725.80	\$27.00	\$14,580.00	\$27.00	\$14,580.00	\$28.00	\$15,120.00	\$27.00	\$14,580.00	\$25.00	\$13,500.00	\$20.00	\$10,800.00
	25	601.0413.S	Concrete Curb & Gutter 6-Inch Sloped 30-Inch Type G	LF	150	\$41.41	\$6,211.50	\$41.00	\$6,150.00	\$41.00	\$6,150.00	\$42.00	\$6,300.00	\$41.00	\$6,150.00	\$36.00	\$5,400.00	\$40.00	\$6,000.00
	26	602.0405.S	Concrete Sidewalk 4-Inch	SF	21500	\$5.65	\$121,475.00	\$5.60	\$120,400.00	\$5.60	\$120,400.00	\$5.80	\$124,700.00	\$5.60	\$120,400.00	\$5.10	\$109,650.00	\$6.00	\$129,000.00
	27	602.0515**	Curb Ramp Detectable Warning Field Natural Patina	SF	480	\$28.28	\$13,574.40	\$28.00	\$13,440.00	\$28.00	\$13,440.00	\$29.00	\$13,920.00	\$28.00	\$13,440.00	\$46.30	\$22,224.00	\$55.00	\$26,400.00
	28	602.0615**	Curb Ramp Detectable Warning Field Radial Natural Patina	SF	200	\$41.41	\$8,282.00	\$41.00	\$8,200.00	\$41.00	\$8,200.00	\$42.00	\$8,400.00	\$41.00	\$8,200.00	\$52.30	\$10,460.00	\$75.00	\$15,000.00
	29	602.0810.S	Concrete Driveway 6-Inch	SY	850	\$56.35	\$47,897.50	\$55.80	\$47,430.00	\$55.80	\$47,430.00	\$57.00	\$48,450.00	\$55.80	\$47,430.00	\$64.25	\$54,612.50	\$65.00	\$55,250.00
	30	608.3012.S	Storm Sewer Pipe Class III-A 12-Inch	LF	2100	\$40.40	\$84,840.00	\$45.00	\$94,500.00	\$74.07	\$155,547.00	\$40.00	\$84,000.00	\$51.50	\$108,150.00	\$59.00	\$123,300.00	\$63.00	\$132,300.00
	31	608.3018.S	Storm Sewer Pipe Class III-A 18-Inch	LF	1570	\$41.75	\$65,547.50	\$52.00	\$81,640.00	\$56.53	\$88,752.10	\$47.00	\$73,790.00	\$48.25	\$75,752.50	\$66.00	\$103,620.00	\$69.00	\$108,330.00
	32	608.3024.S	Storm Sewer Pipe Class III-A 24-Inch	LF	670	\$54.60	\$36,582.00	\$60.00	\$40,200.00	\$68.64	\$45,988.80	\$56.00	\$37,520.00	\$55.60	\$37,252.00	\$76.00	\$50,920.00	\$77.00	\$51,590.00
	33	608.3030.S	Storm Sewer Pipe Class III-A 30-Inch	LF	1870	\$69.45	\$129,871.50	\$76.00	\$142,120.00	\$83.13	\$155,453.10	\$69.00	\$129,030.00	\$72.90	\$136,323.00	\$95.00	\$177,650.00	\$87.00	\$162,690.00
	34	611.0420**	Reconstructing Manholes	EACH	1	\$3,075.00	\$3,075.00	\$3,450.00	\$3,450.00	\$1,485.15	\$1,485.15	\$1,500.00	\$1,500.00	\$945.00	\$945.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00
	35	611.0606**	Inlet Covers Type B	EACH	29	\$1,210.00	\$35,090.00	\$975.00	\$28,275.00	\$1,608.25	\$46,639.25	\$1,210.00	\$35,090.00	\$800.00	\$23,780.00	\$1,200.00	\$34,800.00	\$900.00	\$26,100.00
	36	611.0624**	Inlet Covers Type H	EACH	5	\$1,095.00	\$5,475.00	\$875.00	\$4,375.00	\$1,115.45	\$5,577.25	\$1,175.00	\$5,875.00	\$786.00	\$3,930.00	\$1,100.00	\$5,500.00	\$1,100.00	\$5,500.00
	37	611.1003**	Catch Basins 3-FT Diameter	EACH	39	\$1,840.00	\$71,760.00	\$1,950.00	\$76,050.00	\$1,768.98	\$68,990.22	\$2,240.00	\$87,360.00	\$3,230.00	\$125,970.00	\$2,600.00	\$101,400.00	\$2,000.00	\$78,000.00
	38	611.1004.S	Catch Basins 4-FT Diameter	EACH	8	\$3,260.00	\$26,080.00	\$3,150.00	\$25,200.00	\$3,714.89	\$29,719.12	\$3,820.00	\$30,560.00	\$3,870.00	\$30,960.00	\$4,100.00	\$32,800.00	\$3,000.00	\$24,000.00
	39	611.1005.S	Catch Basins 5-FT Diameter	EACH	2	\$4,460.00	\$8,920.00	\$4,250.00	\$8,500.00	\$4,787.10	\$9,574.20	\$5,490.00	\$10,980.00	\$4,750.00	\$9,500.00	\$7,500.00	\$15,000.00	\$4,000.00	\$8,000.00
	40	611.1006.S	Catch Basins 6-FT Diameter	EACH	1	\$7,555.00	\$7,555.00	\$5,600.00	\$5,600.00	\$6,530.69	\$6,530.69	\$7,110.00	\$7,110.00	\$7,550.00	\$7,550.00	\$9,000.00	\$9,000.00	\$5,500.00	\$5,500.00
	41	611.1230**	Catch Basins 2X3-FT	EACH	2	\$2,005.00	\$4,010.00	\$2,150.00	\$4,300.00	\$1,867.85	\$3,735.70	\$2,270.00	\$4,540.00	\$3,333.00	\$6,666.00	\$2,700.00	\$5,400.00	\$2,000.00	\$4,000.00
	42	611.2004.S	Manholes 4-FT Diameter	EACH	2	\$2,340.00	\$4,680.00	\$2,750.00	\$5,500.00	\$2,692.10	\$5,384.20	\$3,310.00	\$6,620.00	\$3,543.00	\$7,086.00	\$3,500.00	\$7,000.00	\$3,000.00	\$6,000.00
	43	611.2005.S	Manholes 5-FT Diameter	EACH	10	\$5,090.00	\$50,900.00	\$5,300.00	\$53,000.00	\$6,144.12	\$61,441.20	\$6,130.00	\$61,300.00	\$5,170.00	\$51,700.00	\$9,100.00	\$91,000.00	\$4,500.00	\$45,000.00
	44	611.2006.S	Manholes 6-FT Diameter	EACH	3	\$8,825.00	\$26,475.00	\$7,500.00	\$22,500.00	\$8,741.97	\$26,225.91	\$8,900.00	\$26,700.00	\$8,888.00	\$26,664.00	\$11,500.00	\$34,500.00	\$6,500.00	\$19,500.00
	45	611.8115.S	Adjusting Inlet Covers	EACH	1	\$1,640.00	\$1,640.00	\$950.00	\$950.00	\$615.65	\$615.65	\$600.00	\$600.00	\$747.00	\$747.00	\$650.00	\$650.00	\$600.00	\$600.00
	46	612.0206.S	Pipe Underdrain Unperforated 6-Inch	LF	20	\$25.65	\$513.00	\$45.00	\$900.00	\$20.00	\$400.00	\$25.00	\$500.00	\$3.00	\$60.00	\$25.00	\$500.00	\$10.00	\$200.00
	47	619.1000**	Mobilization	EACH	1	\$83,865.00	\$83,865.00	\$66,400.00	\$66,400.00	\$172,144.00	\$172,144.00	\$229,757.00	\$229,757.00	\$240,000.00	\$240,000.00	\$190,000.00	\$190,000.00	\$60	

	89	SPV.0180.01	Protective Thermoplastic Coating at Snowmobile Crossing	SF	350	\$38.95	\$13,632.50	\$38.00	\$13,300.00	\$38.00	\$13,300.00	\$40.00	\$14,000.00	\$38.00	\$13,300.00	\$40.00	\$14,000.00	\$40.00	\$14,000.00
							<b>\$510,340.18</b>		<b>\$529,830.00</b>		<b>\$593,021.65</b>		<b>\$468,291.00</b>		<b>\$581,574.50</b>		<b>\$743,040.00</b>		<b>\$596,340.00</b>
<b>Base Bid - Part I - Fuller Street Utilities</b>																			
	90	SPV.0090.10	Removing Water Pipe	LF	3150	\$6.07	\$19,120.50	\$3.00	\$9,450.00	\$5.00	\$15,750.00	\$5.00	\$15,750.00	\$20.00	\$63,000.00	\$10.00	\$31,500.00	\$10.00	\$31,500.00
	91	SPV.0060.20	Removing Hydrants	EACH	10	\$645.00	\$6,450.00	\$350.00	\$3,500.00	\$800.00	\$8,000.00	\$500.00	\$5,000.00	\$514.00	\$5,140.00	\$500.00	\$5,000.00	\$500.00	\$5,000.00
	92	33 01 15	Temporary Water Service	LS	1	\$17,625.00	\$17,625.00	\$19,000.00	\$19,000.00	\$21,746.25	\$21,746.25	\$19,000.00	\$19,000.00	\$80,000.00	\$80,000.00	\$50,000.00	\$50,000.00	\$35,000.00	\$35,000.00
	93	33 10 00	Rigid Insulation Board, 4-Inch	SF	710	\$3.60	\$2,556.00	\$3.50	\$2,485.00	\$6.00	\$4,260.00	\$6.00	\$4,260.00	\$4.15	\$2,946.50	\$7.00	\$4,970.00	\$4.00	\$2,840.00
	94	33 10 00	Hydrant	EACH	12	\$7,300.00	\$87,600.00	\$5,900.00	\$70,800.00	\$6,975.30	\$83,703.60	\$6,605.00	\$79,260.00	\$6,114.00	\$73,368.00	\$6,800.00	\$81,600.00	\$6,500.00	\$78,000.00
	95	33 10 00	Hydrant Lead, Ductile Iron, 6-Inch	LF	300	\$87.18	\$26,154.00	\$72.00	\$21,600.00	\$100.27	\$30,081.00	\$69.00	\$20,700.00	\$130.00	\$39,000.00	\$85.00	\$25,500.00	\$77.00	\$23,100.00
	96	33 10 00	Water Main, Ductile Iron, 10-Inch	LF	50	\$105.63	\$5,281.50	\$123.50	\$6,175.00	\$117.56	\$5,878.00	\$104.00	\$5,200.00	\$146.00	\$7,300.00	\$200.00	\$10,000.00	\$93.00	\$4,650.00
	97	33 10 00	Water Main, Ductile Iron, 8-Inch	LF	1880	\$66.84	\$125,659.20	\$88.50	\$166,380.00	\$82.26	\$154,648.80	\$72.00	\$135,360.00	\$68.00	\$127,840.00	\$105.00	\$197,400.00	\$92.00	\$172,960.00
	98	33 10 00	Water Main, Ductile Iron, 6-Inch	LF	290	\$119.55	\$34,669.50	\$95.50	\$27,695.00	\$100.27	\$29,078.30	\$69.00	\$20,010.00	\$131.00	\$37,990.00	\$168.00	\$48,720.00	\$77.00	\$22,330.00
	99	33 10 00	Valve and Box, 12-Inch	EACH	1	\$7,219.08	\$7,219.08	\$5,000.00	\$5,000.00	\$6,014.40	\$6,014.40	\$5,505.00	\$5,505.00	\$4,025.00	\$4,025.00	\$5,100.00	\$5,100.00	\$6,000.00	\$6,000.00
	100	33 10 00	Valve And Box, 10-Inch	EACH	1	\$4,363.00	\$4,363.00	\$4,100.00	\$4,100.00	\$4,817.40	\$4,817.40	\$4,540.00	\$4,540.00	\$3,240.00	\$3,240.00	\$4,300.00	\$4,300.00	\$5,000.00	\$5,000.00
	101	33 10 00	Valve And Box, 8-Inch	EACH	8	\$2,952.00	\$23,616.00	\$3,100.00	\$24,800.00	\$3,257.80	\$26,062.40	\$3,375.00	\$27,000.00	\$2,220.00	\$17,760.00	\$3,100.00	\$24,800.00	\$4,000.00	\$32,000.00
	102	33 10 00	Valve And Box, 6-Inch	EACH	27	\$2,165.00	\$58,455.00	\$2,400.00	\$64,800.00	\$2,235.80	\$60,366.60	\$2,580.00	\$69,660.00	\$1,549.00	\$41,823.00	\$2,600.00	\$70,200.00	\$3,000.00	\$81,000.00
	103	33 10 00	Ductile Iron Sleeve, 12-Inch	EACH	1	\$1,335.00	\$1,335.00	\$900.00	\$900.00	\$2,246.20	\$2,246.20	\$900.00	\$1,000.00	\$512.00	\$512.00	\$2,500.00	\$2,500.00	\$1,300.00	\$1,300.00
	104	33 10 00	Ductile Iron Sleeve, 10-Inch	EACH	1	\$1,165.00	\$1,165.00	\$750.00	\$750.00	\$2,079.25	\$2,079.25	\$1,000.00	\$1,000.00	\$383.00	\$383.00	\$2,400.00	\$2,400.00	\$1,100.00	\$1,100.00
	105	33 10 00	Ductile Iron Sleeve, 8-Inch	EACH	3	\$725.00	\$2,175.00	\$800.00	\$2,400.00	\$1,960.60	\$5,881.80	\$1,000.00	\$1,000.00	\$293.00	\$876.00	\$2,200.00	\$6,600.00	\$600.00	\$1,800.00
	106	33 10 00	Ductile Iron Sleeve, 6-Inch	EACH	20	\$603.00	\$12,060.00	\$575.00	\$11,500.00	\$1,840.90	\$36,818.00	\$1,000.00	\$20.00	\$202.00	\$4,040.00	\$2,180.00	\$43,600.00	\$500.00	\$10,000.00
	107	33 10 00	Ductile Iron Tee, 8-Inch x 8-Inch	EACH	1	\$1,245.00	\$1,245.00	\$800.00	\$800.00	\$775.60	\$775.60	\$930.00	\$930.00	\$435.00	\$435.00	\$2,000.00	\$2,000.00	\$700.00	\$700.00
	108	33 10 00	Ductile Iron Tee, 8-Inch x 6-Inch	EACH	8	\$940.00	\$7,520.00	\$750.00	\$6,000.00	\$676.20	\$5,409.60	\$600.00	\$6,672.00	\$379.00	\$3,032.00	\$1,800.00	\$14,400.00	\$700.00	\$5,600.00
	109	33 10 00	Ductile Iron Tee, 6-Inch x 6-Inch	EACH	8	\$865.00	\$6,920.00	\$700.00	\$5,600.00	\$554.40	\$4,435.20	\$624.00	\$4,992.00	\$310.00	\$2,480.00	\$2,000.00	\$16,000.00	\$500.00	\$4,000.00
	110	33 10 00	Ductile Iron 45 Degree Bend, 6-Inch	EACH	2	\$705.00	\$1,410.00	\$550.00	\$1,100.00	\$343.00	\$686.00	\$373.00	\$746.00	\$190.00	\$380.00	\$1,250.00	\$2,500.00	\$500.00	\$1,000.00
	111	33 10 00	Ductile Iron 22.5 Degree Bend, 6-Inch	EACH	4	\$695.00	\$2,780.00	\$550.00	\$2,200.00	\$329.00	\$1,316.00	\$363.00	\$1,452.00	\$182.00	\$728.00	\$1,250.00	\$5,000.00	\$500.00	\$2,000.00
	112	33 10 00	Ductile Iron Plug, 6-Inch	EACH	1	\$520.00	\$520.00	\$350.00	\$350.00	\$103.60	\$103.60	\$185.00	\$185.00	\$61.00	\$61.00	\$500.00	\$500.00	\$400.00	\$400.00
	113	33 10 00	Ductile Iron Reducer 10-Inch x 8-Inch	EACH	1	\$1,045.00	\$1,045.00	\$600.00	\$600.00	\$523.60	\$523.60	\$580.00	\$580.00	\$293.00	\$293.00	\$850.00	\$850.00	\$800.00	\$800.00
	114	33 10 00	Ductile Iron Reducer, 8-Inch x 6-Inch	EACH	1	\$935.00	\$935.00	\$550.00	\$550.00	\$376.60	\$376.60	\$414.00	\$414.00	\$210.00	\$210.00	\$750.00	\$750.00	\$700.00	\$700.00
	115	33 10 00	Water Service Set, 1-Inch (Corp. Stop, Curb Stop, Box)	EACH	19	\$1,035.00	\$19,665.00	\$925.00	\$17,575.00	\$743.15	\$14,119.85	\$630.00	\$11,970.00	\$328.00	\$6,232.00	\$1,350.00	\$25,650.00	\$800.00	\$15,200.00
	116	33 10 00	Service Laterals - Trenched, (Copper), 1-Inch	LF	680	\$48.23	\$32,796.40	\$79.00	\$53,720.00	\$99.77	\$67,843.60	\$56.00	\$38,080.00	\$86.00	\$58,480.00	\$90.00	\$61,200.00	\$77.00	\$52,360.00
<b>Base Bid - Part II - Rogan Land Storm Sewer Improve</b>							<b>\$913,123.51</b>		<b>\$1,055,506.60</b>		<b>\$981,420.85</b>		<b>\$1,264,034.00</b>		<b>\$1,168,510.60</b>		<b>\$1,255,972.00</b>		<b>\$1,656,070.00</b>
	117	201.0110.S	Clearing	SY	5	\$102.50	\$512.50	\$100.00	\$500.00	\$12.00	\$60.00	\$15.00	\$75.00	\$12.00	\$60.00	\$100.00	\$500.00	\$20.00	\$100.00
	118	201.0210.S	Grubbing	SY	5	\$102.50	\$512.50	\$100.00	\$500.00	\$16.44	\$82.20	\$50.00	\$250.00	\$25.00	\$125.00	\$100.00	\$500.00	\$30.00	\$150.00
	119	==203.0100==	Removing Small Pipe Culverts	EACH	3	\$410.00	\$1,230.00	\$650.00	\$1,950.00	\$350.00	\$1,050.00	\$500.00	\$1,500.00	\$550.00	\$1,650.00	\$1,000.00	\$3,000.00	\$50.00	\$150.00
	120	==204.0245==	Removing Storm Sewer (15 inches)	LF	20	\$30.75	\$615.00	\$45.00	\$900.00	\$30.00	\$600.00	\$20.00	\$400.00	\$40.00	\$800.00	\$50.00	\$1,000.00	\$20.00	\$400.00
	121	205.0100.S	Excavation Common	CY	60900	\$6.75	\$411,075.00	\$7.55	\$459,795.00	\$7.89	\$480,501.00	\$12.00	\$730,800.00	\$10.50	\$639,450.00	\$8.00	\$487,200.00	\$16.00	\$974,400.00
	122	==305.0115==	Base Aggregate Dense 3/4-Inch	CY	10	\$76.88	\$768.80	\$78.00	\$780.00	\$33.98	\$339.80	\$45.00	\$450.00	\$95.00	\$950.00	\$60.00	\$600.00	\$28.00	\$280.00
	123	305.0125.S	Base Aggregate Dense 1 1/4-Inch (Reclaimed Asphalt)	CY	180	\$20.50	\$3,690.00	\$17.50	\$3,150.00	\$14.62	\$2,631.60	\$43.00	\$7,740.00	\$48.00	\$8,640.00	\$20.00	\$3,600.00	\$15.00	\$2,700.00
	124	==465.0105==	Asphaltic Surface	TON	55	\$229.00	\$12,595.00	\$117.00	\$6,435.00	\$226.00	\$12,430.00	\$248.00	\$13,640.00	\$226.00	\$12,430.00	\$235.00	\$12,925.00	\$250.00	\$13,750.00
	125	==465.0120==	Asphaltic Surface Driveways and Field Entrances	TON	47	\$229.00	\$10,763.00	\$136.00	\$6,392.00	\$226.00	\$10,622.00	\$248.00	\$11,656.00	\$226.00	\$10,622.00	\$235.00	\$11,045.00	\$250.00	\$11,750.00
	126	==606.0300==	Riprap Heavy	CY	110	\$76.88	\$8,456.80	\$85.00	\$9,350.00	\$90.58	\$9,963.80	\$100.00	\$11,000.00	\$123.00	\$13,530.00	\$100.00	\$11,000.00	\$120.00	\$13,200.00
	127	608.3012.S	Storm Sewer Pipe Class III-A 12-Inch	LF	184	\$66.15	\$12,171.60	\$55.00	\$10,120.00	\$74.07	\$13,628.88	\$52.00	\$9,568.00	\$74.00	\$11,616.00	\$62.00	\$11,408.00	\$63.00	\$11,592.00
	128	608.3018.S	Storm Sewer Pipe Class III-A 18-Inch	LF	200	\$37.34	\$7,468.00	\$61.00	\$12,200.00	\$65.33	\$13,066.00	\$58.00	\$11,600.00	\$55.00	\$11,000.00	\$68.00	\$13,600.00	\$69.00	\$13,800.00
	129	608.3024.S	Storm Sewer Pipe Class III-A 24-Inch	LF	118	\$56.66	\$6,685.88	\$68.00	\$8,024.00	\$73.52	\$8,675.36	\$71.00	\$8,378.00	\$82.00	\$9,676.00	\$78.00	\$9,204.00	\$77.00	\$9,086.00
	130	608.3036.S	Storm Sewer Pipe Class III-A 36-Inch	LF	1414	\$64.87	\$91,726.18	\$85.00	\$120,190.00	\$82.63	\$116,838.82	\$83.00	\$117,362.00	\$85.00	\$120,190.00	\$110.00	\$155,540.00	\$93.00	\$131,502.00
	131	==611.1003==	Catch Basins 3-FT Diameter	EACH	3	\$2,195.55	\$6,586.65	\$1,950.00	\$5,850.00	\$1,868.84	\$5,606.52	\$2,280.00	\$6,840.00	\$3,230.00	\$9,690.00	\$2,700.00	\$8,100.00	\$3,000.00	\$9,000.00
	132	611.1004.S	Catch Basins 4-FT Diameter	EACH	4	\$2,900.00	\$11,600.00	\$2,750.00	\$11,000.00	\$3,117.13	\$12,468.52	\$3,550.00	\$14,200.00	\$3,867.00	\$15,468.00	\$3,800.00	\$15,200.00	\$4,000.00	\$16,000.00
	133	611.1005.S	Catch Basins 5-FT Diameter	EACH	1	\$4,780.00	\$4,780.00	\$4,300.00	\$4,300.00	\$4,966.49	\$4,966.49	\$5,490.00	\$5,490.00	\$4,752.00	\$4,752.00	\$7,500.00	\$7,500.00	\$5,500.00	\$5,500.00
	134	611.2004.S	Manholes 4-FT Diameter	EACH	1	\$3,273.00	\$3,273.00	\$2,950.00	\$2,950.00	\$3,397.00	\$3,397.00	\$3,600.00	\$3,600.00	\$3,545.00	\$3,545.00	\$4,100.00	\$4,100.00	\$3,500.00	\$3,500.00
	135	611.2005.S	Manholes 5-FT Diameter	EACH	8	\$5,174.00	\$41,392.00	\$4,750.00	\$38,000.00	\$5,599.48	\$44,795.84	\$5,900.00	\$47,200.00	\$5,170.00	\$41,360.00	\$10,000.00	\$80,000.00	\$5,000.00	\$40,000.00
	136	611.2006.S	Manholes 6-FT Diameter	EACH	2	\$8,841.00	\$17,682.00	\$7,400.00	\$14,800.00	\$8,061.71	\$16,123.42	\$8,820.00	\$17,640.00	\$8,888.00	\$17,776.00	\$15,000.00	\$30,000.00	\$8,000.00	\$16,000.00
	137	==630.0500==	Seed Water	MGAL	610	\$5.13	\$3,129.30	\$0.50	\$305.00	\$0.50	\$305.00	\$1.00	\$610.00	\$0.50	\$305.00	\$22.00	\$13,420.00	\$6.00	\$3,660.00
	138	625.0100.S	Topsoil	SY	27000	\$0.78	\$21,060.00	\$4.26	\$115,020.00	\$0.96	\$25,920.00	\$1.20	\$32,400.00	\$1.40	\$37,800.00	\$3.00	\$81,000.00	\$9.00	\$243,000.00
	139	==627.0200==	Mulching	SY	16300	\$1.68	\$27,384.00	\$1.13	\$18,419.00	\$1.13	\$18,419.00	\$0.50	\$8,150.00	\$1.13	\$18,419.00	\$2.00	\$32,600.00	\$1.00	\$16,300.00
	140	==628.2006==	Erosion Mat Urban Class I Type A	SY	10700	\$2.72	\$29,104.00	\$1.57	\$16,799.00	\$1.57	\$16,799.00	\$1.30	\$13,910.00	\$1.57	\$16,799.00	\$2.50	\$26,750.00	\$3.00	\$32,100.00

Village of Weston: CIP (2024-2025)

2024 and 2025 Projects	Revised Scenario "C" CIP Est						
Project Name	Water	Sanitary	Storm	TIF	General	Grants/Other Rev	Total
<b>Street Projects</b>							
E Jelinek and Von Kanel	\$ 580,000	\$ 365,000	\$ 625,000	\$ 945,000	\$ 325,000		\$ 2,840,000
Asphalt Overlays (Crane Meadows Subdivision)						GTAs	\$ -
Schofield Ave and Mesker Signalized Intersection					\$ 510,000		\$ 510,000
Jelinek Ave (Machmueller to Alta Verde)	\$ 140,000		\$ 250,000		\$ 575,000		\$ 965,000
Weston Ave (Alderson to Birch) Including Summit/Alderson Utilities	\$ 175,000	\$ 130,000		\$ 1,060,921	LRIP Grant	\$ 366,732	\$ 1,732,653
Weston Ave Reconstruction (X to Ryan) 24-25				\$ 8,500,000			\$ 8,500,000
Fuller St	\$ 250,000	\$ 115,000	\$ 1,200,000		\$ 2,075,000		\$ 3,640,000
Ross Ave Design (Metro to Alderson)					\$ 125,000		\$ 125,000
Ross Ave Design (River Bend to Pauls)	\$ 50,000	\$ 50,000			\$ 100,000		\$ 345,750
Ross Ave Design (CR-X)					\$ 75,000		\$ 75,000
Asphalt Overlays (2025)						\$ 150,000	\$ 150,000
Shorey Ave Repaving (X to Heeren)					\$ 300,000	\$ 25,000	\$ 325,000
Alderson and Jelinek Intersection (Design only in 2025)					\$ 50,000		\$ 50,000
Future PW Project Design (Concord, Radtke, Howland, Everest Area)	\$ 75,000	\$ 50,000	\$ 50,000		\$ 75,000		\$ 250,000
Bike and Ped Masterplan						\$ 60,000	\$ 60,000
Bloedel Ave and Well 1/5 Treatment (Design)	\$ 25,000	\$ 25,000	\$ 25,000		\$ 50,000		\$ 125,000
Business Park Repaving (East of Zinser)				\$ 1,000,000			\$ 1,000,000
Business Park Repaving (W of Zinser)				\$ 1,000,000			\$ 1,000,000
Schofield Ave Repaving	\$ 225,000	\$ 595,000		\$ 3,500,000	LRIP Grant	\$ 2,652,390	\$ 6,972,390
<b>Utility Projects</b>							
Well 4 and Treatment Plant PFAS Treatment (Const)						\$ 2,821,651	\$ 2,821,651
Well 3 Fe/Mn and PFAS Treatment (Design)	\$ 100,000						\$ 100,000
Sanitary Sewer Lining & MH Rehabilitation - 2024		\$ 275,000					\$ 275,000
Sanitary Sewer Lining and MH Rehabilitations - 2025		\$ 225,000					\$ 225,000
STH 29/BUS 51 Storm Pond Design						\$ 100,000	\$ 100,000
Utility Van #3						\$ 65,000	\$ 65,000
Sewer Televising Equipment		\$ 120,000					\$ 120,000
Vac Truck Chassis						\$ 181,000	\$ 181,000
Vac Truck Combination Unit						\$ 470,000	\$ 470,000
<b>Facility Projects</b>							
Aquatic Center (Major Maintenance Items)					\$ 450,000		\$ 450,000
<b>Parks Projects</b>							
Yellowbanks Kayak Launch						\$ 40,000	\$ 40,000
Machmueller Park Pickleball Courts					\$ 100,000		\$ 100,000
Kennedy Park Design						\$ 85,000	\$ 85,000
Kennedy Park Phase 1 (E Restrooms and NW Building Area)	\$ 50,000				\$ 381,550	\$ 665,000	\$ 1,096,550
Replacement Hockey Boards						\$ 75,000	\$ 75,000
<b>Equipment</b>							
Replacement Truck #99 - Chassis only in 2024					\$ 170,000		\$ 170,000
Replacement Mower/Snowblower #115 - Toolcat					\$ -		\$ -
1-Ton Truck - Body Upfit					\$ -		\$ -
Plow Truck #10 - Chassis					\$ 150,000		\$ 150,000
Tri-Axle Truck #99 (Plow Outfitting)					\$ 175,000		\$ 175,000
Public Works Equipment - 2025					\$ 400,000		\$ 400,000
Street Sweeper Lease (PMT 5 of 6)					\$ -	\$ -	\$ -
Street Sweeper Purchase			\$ 136,320		\$ -		\$ 136,320
Fire/EMS and Police Equipment - 2025					\$ 100,000		\$ 100,000
IT Upgrades					\$ 40,000	\$ 40,000	\$ 80,000
EMPD Equipment - 2024					\$ -		\$ -
<b>2024 Project Totals</b>	<b>\$ 1,670,000</b>	<b>\$ 1,950,000</b>	<b>\$ 2,286,320</b>	<b>\$ 16,005,921</b>	<b>\$ 6,226,550</b>	<b>\$ 7,796,773</b>	<b>\$ 36,215,364</b>
	<b>Water</b>	<b>Sanitary</b>	<b>Storm</b>	<b>TIF</b>	<b>General</b>	<b>Grants/Other Rev</b>	<b>Total</b>



# REQUEST FOR CONSIDERATION

<b>Public Mtg/Date:</b>	<b>Village Board – 4/21/2025</b>
<b>Description:</b>	<b>Disposition of Surplus Property</b>
<b>From:</b>	<b>Michael Wodalski, Director of Public Works Brian Schmidt, Fleet Foreman</b>
<b>Question:</b>	<b>Should the Village Board Approve the disposal of surplus property?</b>

## Background

Per Village ordinance 2.602, any property valued in excess of one hundred dollars (\$100) shall be brought to the Public Works Committee for approval to dispose of the property as well as to establish an appraised value.

Attached is a list of property and the estimated value. The items are proposed to be placed on the Wisconsin Surplus Online Auction site. We have had good luck selling items on this site in the past. The items being sold are generally items that were deemed outdated/obsolete, unsafe and/or were just not needed with the new facility and/or are parts for vehicles/equipment the Village no longer owns and there isn't a use for them with the current equipment.

Staff is requesting that the proceeds from the Ash Logs be allocated for the purchase of replacement trees and the rest of the funds would go back into the Capital Fund as is the usual practice.

<b>Attached Docs:</b>	<b>Pictures of surplus items</b>
<b>Committee Action:</b>	<b>Public Works Recommended Approval</b>
<b>Fiscal Impact:</b>	<b>All proceeds are put into the Capital Improvement Fund to reduce future borrowing needs.</b>
<b>Recommendation:</b>	<b>Staff recommendation is to dispose of the listed property as shown and to reserve the proceeds of the ash log sales for the purpose of purchasing replacement trees.</b>

## Recommended Language for Official Action

**I Move to declare the attached property surplus and authorize staff to sell/dispose of these items as listed, with the proceeds of the ash logs to be used for the purchase of replacement trees.**

**Or, Something else**

Additional action:

# SPRING 2025 AUCTION

## Lot 1-2014 GMC SAVANA VAN



REASON FOR SELLING: VAN WAS REPLACED.

EST VALUE- \$7,000



## LOT 2-CAMERA VAN



REASON FOR SELLING: UNIT WAS REPLACED BY A NEWER VAN.

EST. VALUE: \$2,500.00

## LOT 3-CONCRETE CULVERTS



REASON FOR SELLING: OBSOLETE, NO USE FOR THEM.

EST VALUE: UNKNOWN

## LOT 4-GALVANISED CULVERTS



REASON FOR SELLING-WILL NOT GET USED IN THE FORSEABLE FUTURE.

EST. VALUE UNKNOWN.

## LOT 5 LARGE CONCRETE CULVERTS



REASON FOR SELLING: THEY MOST LIKELY WILL NOT BE USED.

EST. VALUE UNKNOWN.

## LOTS 6,7,8 ASH LOGS

3 PILES TOTALING 18 FULL CORDS.



REASON FOR SELLING:  
SURPLUS

EST. COST UNKNOWN



## LOT 9-TOOLBOX



REASON FOR SELLING: ISSUES WITH DRAWERS.  
NEEDED MORE SPACE.

EST. VALUE \$300.00

## LOT 10-COMMERCIAL FREEZER



REASON FOR SELLING: ISSUES WITH IT FREEZING UP.

EST. VALUE UNKNOWN

## LOT 11-WATER HEATER



REASON FOR SELLING: WAS PURCHASED FOR OLD FACILITY. WE NO LONGER HAVE A NEED FOR IT.

EST. VALUE: \$200.00

## LOT 12-STORAGE BINS



REASON FOR SELLING-NO NEED FOR THEM

EST. VALUE: \$75.00

## LOT 13-TRAFFIC CONES



REASON FOR SELLING: THEY DO NOT MEET D.O.T. SAFETY REQUIREMENTS

EST. VALUE: \$200.00

## LOT 14-(2) 425/65R22.5 STEER TIRES



REASON FOR SELLING: THEY WERE TAKEN OFF A PLOW TRUCK DUE TO TRACTION ISSUES. BUT STILL HAVE TREAD REMAINING.

EST VALUE: \$150.00

## LOT 15-OFFICE PHONES



REASON FOR SELLING: TAKEN OUT OF THE OLD BUILDING WITH THE INTENTION OF SELLING.

EST COST UNKNOWN.

## LOT 16 AND 17-OVERHEAD OFFICE CABINETS



REASON FOR SELLING: EXTRAS TAKEN FROM THE OLD BUILDING BUT DIDN'T GET REUSED.

EST COST: \$50.00

## LOT 18-WALKER MOWER GRASS BINS



REASON FOR SELLING: DON'T GET USED.

EST. COST \$50.00

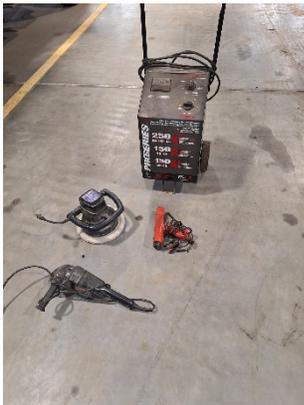
## LOT 19-MISC FILTERS



REASON FOR SELLING: OBSOLETE. WE DO NOT HAVE THE EQUIPMENT ANYMORE THAT THEY FIT.

EST. VALUE: \$50.00

## LOT 20-MISC TOOLS



REASON FOR SELLING: BATTERY CHARGER HAS ISSUES, BUFFERS WERE UPDATED.

EST. VALUE: \$50.00

## LOT 21-PUSH PULL CABLES AND LEVERS



REASON FOR SELLING: WE DO NOT OWN THE EQUIPMENT ANYMORE THAT THESE WOULD FIT.

EST. VALUE \$100.00

## LOT 22-MISC LIGHTS



REASON FOR SELLING: NO USE FOR THEM. OUTDATED STYLE.

EST. VALUE \$150.00

## LOT 23-LANDSCAPE PAVERS



REASON FOR SELLING: LEFT OVER FROM STREET PROJECT AND WONT BE USED IN FORSEABLE FUTURE.

EST. VALUE UNKNOWN.

## LOT 24-CHAIN LINK FENCE



REASON FOR SELLING: WAS TAKEN FROM OLD MUNICIPAL CENTER. WE DON'T HAVE A NEED FOR IT.

EST VALUE \$150.00

## LOT 25-STREET SIGNS



REASON FOR SELLING: BENT, FADED, OBSOLETE.

EST. VALUE: \$200.00

# REQUEST FOR CONSIDERATION

---

<b>Public Mtg/Date:</b>	<b>Public Works – 4/21/2025</b>
<b>Description:</b>	<b>Hydraulic Hammer Purchase</b>
<b>From:</b>	<b>Michael Wodalski, P.E., Director of Public Works Brian Schmidt, Fleet Foreman</b>
<b>Question:</b>	<b>Should the Village Board Approve the purchase of a hydraulic hammer from Swiderski Equipment for a total amount of \$31,950?</b>

---

## Background

In the Village's Capital Improvement Plan that was approved for 2025, there was \$400,000 allocated for Public Works Equipment for 2025.

To date there has been one purchase which was a used grader which had a net cost of \$237,000 leaving \$163,000 for capital equipment.

Staff is requesting the purchase of an Arrowhead Hydraulic breaker attachment from Swiderski Equipment for the total amount of \$31,950.

This attachment is a hydraulic hammer that mounts to an excavator. It has a steel bit that acts like a large jack hammer to break through rocks, road base and frozen surfaces. The primary use of the breaker is to hammer through the frost when watermain breaks occur in the winter. It will also be used at Ryan St. for breaking concrete slabs, curb, old concrete manholes and road base into manageable sizes.

This attachment would be able to mount onto either the Village's wheel excavator or track excavator. This past winter, there were two watermain breaks that required breaking through thick road surfaces with then multiple feet of frost. The current way of doing this is using our mini excavator that has a small breaker attachment. That machine struggled to get through the amount of concrete and frost that were present. That machine then also had extra wear and tear on it trying to perform a job bigger than it was capable of doing. Staff did attempt to rent a hammer for one of the Village's larger excavators, but the hookups and hydraulic lines were different and could not be made to work on our current machines.

When watermain breaks occur, it is often after normal business hours or on weekends. It is to the Village's advantage to have a tool ready to go when these situations present themselves.

Fleet Foreman Schmidt contacted three different suppliers of hydraulic hammers for quotes. The responses were:

- Swiderski Equipment - \$31,950
- Fabric CAT - \$59,000
- McCoy Forestry – Did not respond

All quotes were written using Sourcewell Cooperative Purchasing. The hammers were sized correctly for our equipment weight and hydraulic flow capability. The hammer pricing was to be a complete package (includes bits, mounting plats and correct hydraulic couplers for use with our existing machines).

# REQUEST FOR CONSIDERATION

Foreman Schmidt has compared the specifications of the hammer from Swiderski as well as CAT and finds them to be comparable. The hammer carries a one year warranty which is common in the industry. Swiderski has indicated the hammer is available with a 4-week lead time. Swiderski does stock the common parts and bits we would need for the hammer as well.

There was some concern at the Public Works Meeting regarding the cost difference between the two brands we received quotes for. Foreman Schmidt did have a verbal quote from McCoy for just over \$37,000, but did not receive a written quote. With that additional data point of \$37,000 staff is even more confident in the Swiderski quote as the price difference is much less.

---

**Attached Docs:** - CIP for Equipment Purchases

---

**Committee Action:** - Public Works Recommended Purchase of the Hammer from Swiderski

---

**Fiscal Impact:** - The equipment purchase was part of the CIP and within the value reserved. After this purchase, there would be \$131,050 remaining for other 2025 equipment purchases.

---

**Recommendation:** Staff recommends purchasing the hydraulic hammer from Swiderski Equipment for \$31,950.

## Recommended Language for Official Action

**I move to approve the purchase of a hydraulic hammer from Swiderski Equipment for \$31,950**

**Or, Something else**

---

Additional action:



Mosinee Wausau Thorp Antigo Waupaca

**Your Partners on the Job**

### **Village of Weston Hydraulic Breaker Quote**

Arrowhead R120 Hydraulic Breaker. Includes complete with tool, hoses, pin-on top bracket, extra pin-on top bracket for second excavator and set-up.

Sale Price \$31,950.00

#### **Mark Wisinski**

*Governmental Sales &  
Corporate Development Manager  
Swiderski Equipment, Inc  
P O Box 38  
820 Old Hwy 51N  
Mosinee, WI 54455  
Ph 715-693-3015  
Fax 715-693-3016  
Cell 715-281-9824  
Email [markwisinski@swiderskiequipment.com](mailto:markwisinski@swiderskiequipment.com)  
Website [www.swiderskiequipment.com](http://www.swiderskiequipment.com)*



# R

## R Range Heavyweight Hydraulic Hammers



Hammer Specifications		R90	R100	R120	R140
Required Flow Rate	us g/m	24 - 32	26 - 37	24 - 40	40 - 53
	L/m	90 - 120	100 - 140	90 - 150	150 - 200
Operating Pressure	psi	1885	1885	1885	1885
	bar	130	130	130	130
Blow Rate	per minute	600 - 1200	800 - 1400	400 - 700	400 - 700
Sound Rating	dB	123	123	125	127
Tool Diameter	inches	3.5	3.9	4.7	5.5
	mm	90	100	120	140
Working Weight	lbs	1146	1455	2667	3483
	kg	520	660	1210	1580
Carrier Weight	lbs	17640 - 28660	28660 - 35275	35275 - 46300	44095 - 63935
	tonnes	8 - 13	13 - 16	16 - 21	20 - 29



Village of Weston: CIP (2024-2025)

2024 and 2025 Projects	Revised Scenario "C" CIP Est						
	Water	Sanitary	Storm	TIF	General	Grants/Other Rev	Total
<b>Street Projects</b>							
E Jelinek and Von Kanel	\$ 580,000	\$ 365,000	\$ 625,000	\$ 945,000	\$ 325,000		\$ 2,840,000
Asphalt Overlays (Crane Meadows Subdivision)						GTAs	\$ -
Schofield Ave and Mesker Signalized Intersection					\$ 510,000		\$ 510,000
Jelinek Ave (Machmueller to Alta Verde)	\$ 140,000		\$ 250,000		\$ 575,000		\$ 965,000
Weston Ave (Alderson to Birch) Including Summit/Alderson Utilities	\$ 175,000	\$ 130,000		\$ 1,060,921	LRIP Grant	\$ 366,732	\$ 1,732,653
Weston Ave Reconstruction (X to Ryan) 24-25				\$ 8,500,000			\$ 8,500,000
Fuller St	\$ 250,000	\$ 115,000	\$ 1,200,000		\$ 2,075,000		\$ 3,640,000
Ross Ave Design (Metro to Alderson)					\$ 125,000		\$ 259,050
Ross Ave Design (River Bend to Pauls)	\$ 50,000	\$ 50,000			\$ 100,000		\$ 345,750
Ross Ave Design (CR-X)					\$ 75,000		\$ 75,000
Asphalt Overlays (2025)						\$ 150,000	\$ 150,000
Shorey Ave Repaving (X to Heeren)					\$ 300,000	\$ 25,000	\$ 325,000
Alderson and Jelinek Intersection (Design only in 2025)					\$ 50,000		\$ 50,000
Future PW Project Design (Concord, Radtke, Howland, Everest Area)	\$ 75,000	\$ 50,000	\$ 50,000		\$ 75,000		\$ 250,000
Bike and Ped Masterplan						\$ 60,000	\$ 60,000
Bloedel Ave and Well 1/5 Treatment (Design)	\$ 25,000	\$ 25,000	\$ 25,000		\$ 50,000		\$ 125,000
Business Park Repaving (East of Zinser)				\$ 1,000,000			\$ 1,000,000
Business Park Repaving (W of Zinser)				\$ 1,000,000			\$ 1,000,000
Schofield Ave Repaving	\$ 225,000	\$ 595,000		\$ 3,500,000	LRIP Grant	\$ 2,652,390	\$ 6,972,390
<b>Utility Projects</b>							
Well 4 and Treatment Plant PFAS Treatment (Const)						\$ 2,821,651	\$ 2,821,651
Well 3 Fe/Mn and PFAS Treatment (Design)	\$ 100,000						\$ 100,000
Sanitary Sewer Lining & MH Rehabilitation - 2024		\$ 275,000					\$ 275,000
Sanitary Sewer Lining and MH Rehabilitations - 2025		\$ 225,000					\$ 225,000
STH 29/BUS 51 Storm Pond Design						\$ 100,000	\$ 100,000
Utility Van #3						\$ 65,000	\$ 65,000
Sewer Televising Equipment		\$ 120,000					\$ 120,000
Vac Truck Chassis						\$ 181,000	\$ 181,000
Vac Truck Combination Unit						\$ 470,000	\$ 470,000
<b>Facility Projects</b>							
Aquatic Center (Major Maintenance Items)					\$ 450,000		\$ 450,000
<b>Parks Projects</b>							
Yellowbanks Kayak Launch						\$ 40,000	\$ 40,000
Machmueller Park Pickleball Courts					\$ 100,000		\$ 100,000
Kennedy Park Design						\$ 85,000	\$ 85,000
Kennedy Park Phase 1 (E Restrooms and NW Building Area)	\$ 50,000				\$ 381,550	\$ 665,000	\$ 1,096,550
Replacement Hockey Boards						\$ 75,000	\$ 75,000
<b>Equipment</b>							
Replacement Truck #99 - Chassis only in 2024					\$ 170,000		\$ 170,000
Replacement Mower/Snowblower #115 - Toolcat					\$ -		\$ -
1-Ton Truck - Body Upfit					\$ -		\$ -
Plow Truck #10 - Chassis					\$ 150,000		\$ 150,000
Plow Truck #9 - Chassis only in 2024					\$ 179,000		\$ 179,000
Public Works Equipment - 2025					\$ 400,000		\$ 400,000
Street Sweeper Lease (PMT 5 of 6)					\$ -	\$ -	\$ -
Street Sweeper Purchase			\$ 136,320		\$ -		\$ 136,320
Fire/EMS and Police Equipment - 2025					\$ 100,000		\$ 100,000
IT Upgrades					\$ 40,000	\$ 40,000	\$ 80,000
EMPD Equipment - 2024					\$ -		\$ -
<b>2024 Project Totals</b>	<b>\$ 1,670,000</b>	<b>\$ 1,950,000</b>	<b>\$ 2,286,320</b>	<b>\$ 16,005,921</b>	<b>\$ 6,226,550</b>	<b>\$ 7,796,773</b>	<b>\$ 36,215,364</b>
	<b>Water</b>	<b>Sanitary</b>	<b>Storm</b>	<b>TIF</b>	<b>General</b>	<b>Grants/Other Rev</b>	<b>Total</b>



# REQUEST FOR CONSIDERATION

---

**Public Mtg/Date:** Finance & Human Resource Committee, April 21, 2025  
Board of Trustees, April 21, 2025

---

**Description:** Accounts Receivable Write-Offs

---

**From:** Finance Department

---

**Question:** Finance & Human Resource: Should the Finance & Human Resource Committee recommend to the Board of Trustees approval of the proposed accounts receivable write offs?  
  
Board: Should the Village Board approve the proposed accounts receivable write offs?

## Background

The accounts receivable subsidiary was reviewed for potential write-offs that fit the criteria of our write-off policy. The spreadsheet of write-offs (attached) is what the Finance Department is proposing to write off. The amounts to be written off with Finance & Human Resource Committee/Board approval are \$1,746.14.

---

**Attached Docs:** Details of write-off

---

**Committee Action:** None.

---

**FISCAL IMPACT:** \$1,746.14 in write-offs.

---

**Recommendation:** Finance Department recommends.

## Recommended Language for Official Action

**Finance & Human Resource Committee: I recommend that the Board of Trustees approve the accounts receivable write-offs as presented.**

**Board of Trustees: I approve the accounts receivable write-offs as presented.**

---

**Additional action:** None.

Customer #	Name	Balance	Billing Date	Description of Invoice	Action Requesting
1910	BEYOND THE OFFICE DOOR	82.92	12/1/2024	2023 Personal Property	Unable to Collect - Amount to Write Off
1103	EL CHARRO	130.31	12/1/2024	2023 Personal Property	Unable to Collect - Amount to Write Off -New Ownership
1117	EXPRESS EMPLOYMENT PROFESSIONAL	71.07	12/1/2024	2023 Personal Property	Unable to Collect - Amount to Write Off -Moved
1917	IMMUCOR INC	189.54	12/1/2024	2023 Personal Property	Unable to Collect - Amount to Write Off-TIF
1919	MINISTRY MEDICAL GROUP	1,272.30	12/1/2024	2023 Personal Property	Unable to Collect - Amount to Write Off-TIF
		<b>1,746.14</b>	<b>Total Amount to be Written OFF</b>		

Village of Weston  
 4747 Camp Phillips Road  
 Weston WI 54476  
 Phone: 715-359-6114  
 Fax: 715-359-6117



# INVOICE

Date	Number	Page
04/24/2024	12922	1

**Bill To:** BEYOND THE OFFICE DOOR

5508 E JELINEK AVE  
 WESTON WI 54476

**Customer No.** 1910

Terms: Open Terms

Quantity	Description	Unit Price	Net Amount
1	2023 Delinquent Personal Property	82.92	82.92

**NOTES:**

**Amount** 82.92

**Balance Due** 82.92

*To ensure proper credit, return enclosed remittance copy with payment.*

*If you have any questions regarding this bill, please call the Finance Department at (715) 359-6114 or e-mail [finance@westonwi.gov](mailto:finance@westonwi.gov). Thank you.*

*Invoices not paid after 90 days will be forwarded to the WI State Debt Collection Program.*

VILLAGE OF WESTON  
 TREASURER  
 4747 CAMP PHILLIPS RD  
 WESTON, WI 54476

**MARATHON COUNTY - STATE OF WISCONSIN  
 PROPERTY TAX BILL FOR 2023  
 PERSONAL PROPERTY**

Beyond the Office Door

**Account Number: 19200000020058  
 Bill Number: 383963**

**Important:** Be sure this description covers your property. Note that this description is for tax bill only and may not be a full legal description. See reverse side for important information.

**Location of Property/Legal Description**

383963/19200000020058  
**BEYOND THE OFFICE DOOR**  
  
**5508 E JELINEK AVE  
 WESTON WI 54476**

Please inform treasurer of address changes.

ASSESSED VALUE LAND	ASSESSED VALUE IMPROVEMENTS	TOTAL ASSESSED VALUE	AVERAGE ASSMT. RATIO	NET ASSESSED VALUE RATE	NET PROPERTY TAX
0	3,500	3,500	0.716333756	0.02369291 <small>(Does NOT reflect credits)</small>	82.92
ESTIMATED FAIR MARKET VALUE LAND	ESTIMATED FAIR MARKET VALUE IMPROVEMENTS	TOTAL ESTIMATED FAIR MARKET VALUE	<input type="checkbox"/> A star in this box means unpaid prior year taxes.	School taxes also reduced by school levy tax credit	
0	4,900	4,900		6.57	
TAXING JURISDICTION	2022 EST. STATE AIDS ALLOCATED TAX DIST.	2023 EST. STATE AIDS ALLOCATED TAX DIST.	2022 NET TAX	2023 NET TAX	% TAX CHANGE
MARATHON COUNTY	781,649	897,571	20.46	19.41	-5.1%
VILLAGE OF WESTON	1,823,413	2,290,682	29.70	28.39	-4.4%
DC EVEREST SCHOOL	19,847,930	21,046,927	38.37	29.67	-22.7%
NORTHCENTRAL TECH	1,340,113	1,357,497	5.76	5.45	-5.4%
<b>TOTAL</b>	<b>23,793,105</b>	<b>25,592,677</b>	<b>94.29</b>	<b>82.92</b>	<b>-12.1%</b>
<b>FIRST DOLLAR CREDIT</b>			<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>LOTTERY AND GAMING CREDIT</b>			<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>NET PROPERTY TAX</b>			<b>94.29</b>	<b>82.92</b>	<b>-12.1%</b>

**TOTAL DUE: \$82.92  
 FOR FULL PAYMENT  
 PAY BY:  
 JANUARY 31, 2024**

Warning: If not paid by due dates, installment option is lost and total tax is delinquent subject to interest and, if applicable, penalty.  
 Failure to pay on time. See reverse.

**FOR INFORMATION PURPOSES ONLY • Voter Approved Temporary Tax Increases**

Taxing Jurisdiction	Total Additional Taxes	Total Additional Taxes Applied to Property	Year Increase Ends	Taxing Jurisdiction	Total Additional Taxes	Total Additional Taxes Applied to Property	Year Increase Ends
DC EVEREST SCHOOL	3,719,623	10.80	2038				

PAY 1ST INSTALLMENT OF: \$82.92  
**BY JANUARY 31, 2024**  
  
 AMOUNT ENCLOSED \_\_\_\_\_  
  
**MAKE CHECK PAYABLE AND MAIL TO:**  
**VILLAGE OF WESTON  
 TREASURER  
 4747 CAMP PHILLIPS RD  
 WESTON, WI 54476**  
  
 PIN# 19200000020058  
 BEYOND THE OFFICE DOOR  
 BILL NUMBER: 383963

PAY 2ND INSTALLMENT OF: \$0.00  
**BY JULY 31, 2024**  
  
 AMOUNT ENCLOSED \_\_\_\_\_  
  
**MAKE CHECK PAYABLE AND MAIL TO:**  
**VILLAGE OF WESTON  
 TREASURER  
 4747 CAMP PHILLIPS RD  
 WESTON, WI 54476**  
  
 PIN# 19200000020058  
 BEYOND THE OFFICE DOOR  
 BILL NUMBER: 383963

PAY FULL AMOUNT OF: \$82.92  
**BY JANUARY 31, 2024**  
  
 AMOUNT ENCLOSED \_\_\_\_\_  
  
**MAKE CHECK PAYABLE AND MAIL TO:**  
**VILLAGE OF WESTON  
 TREASURER  
 4747 CAMP PHILLIPS RD  
 WESTON, WI 54476**  
  
 PIN# 19200000020058  
 BEYOND THE OFFICE DOOR  
 BILL NUMBER: 383963

  
**INCLUDE THIS STUB WITH YOUR PAYMENT**

  
**INCLUDE THIS STUB WITH YOUR PAYMENT**

  
**INCLUDE THIS STUB WITH YOUR PAYMENT**

Village of Weston  
 4747 Camp Phillips Road  
 Weston WI 54476  
 Phone: 715-359-6114  
 Fax: 715-359-6117



# INVOICE

Date	Number	Page
04/24/2024	12903	1

**Bill To:** EL CHARRO

1711 SCHOFIELD AVE  
 SUITE E  
 WESTON WI 54476

**Customer No.** 1103

**Terms:** NET 20 DAYS

Quantity	Description	Unit Price	Net Amount
1	2023 Delinquent Personal Property	130.31	130.31

**NOTES:**

**Amount** 130.31

**Balance Due** 130.31

*To ensure proper credit, return enclosed remittance copy with payment.*

*If you have any questions regarding this bill, please call the Finance Department at (715) 359-6114 or e-mail [finance@westonwi.gov](mailto:finance@westonwi.gov). Thank you.*

*Invoices not paid after 90 days will be forwarded to the WI State Debt Collection Program.*

VILLAGE OF WESTON  
 TREASURER  
 4747 CAMP PHILLIPS RD  
 WESTON, WI 54476

**MARATHON COUNTY - STATE OF WISCONSIN  
 PROPERTY TAX BILL FOR 2023  
 PERSONAL PROPERTY**

El Charro Mexican Restaurant

**Account Number: 1920000050017  
 Bill Number: 383977**

**Important:** Be sure this description covers your property. Note that this description is for tax bill only and may not be a full legal description. See reverse side for important information.

**Location of Property/Legal Description  
 1711 Schofield Ave**

383977/1920000050017  
**EL CHARRO MEXICAN RESTAURAN**

1711 SCHOFIELD AVE  
 SUITE E  
 WESTON WI 54476

Please inform treasurer of address changes.

ASSESSED VALUE LAND 0	ASSESSED VALUE IMPROVEMENTS 5,500	TOTAL ASSESSED VALUE 5,500	AVERAGE ASSMT. RATIO 0.716333756	NET ASSESSED VALUE RATE 0.02369291 <small>(Does NOT reflect credits)</small>	<b>NET PROPERTY TAX</b> 130.31
ESTIMATED FAIR MARKET VALUE LAND 0	ESTIMATED FAIR MARKET VALUE IMPROVEMENTS 7,700	TOTAL ESTIMATED FAIR MARKET VALUE 7,700	<input type="checkbox"/> A star in this box means unpaid prior year taxes.	School taxes also reduced by school levy tax credit 10.32	

TAXING JURISDICTION	2022 EST. STATE AIDS ALLOCATED TAX DIST.	2023 EST. STATE AIDS ALLOCATED TAX DIST.	2022 NET TAX	2023 NET TAX	% TAX CHANGE
MARATHON COUNTY	781,649	897,571	31.77	30.51	-4.0%
VILLAGE OF WESTON	1,823,413	2,290,682	46.11	44.61	-3.3%
DC EVEREST SCHOOL	19,847,930	21,046,927	59.57	46.62	-21.7%
NORTHCENTRAL TECH	1,340,113	1,357,497	8.94	8.57	-4.1%
<b>TOTAL</b>	<b>23,793,105</b>	<b>25,592,677</b>	<b>146.39</b>	<b>130.31</b>	<b>-11.0%</b>

**TOTAL DUE: \$130.31  
 FOR FULL PAYMENT  
 PAY BY:  
 JANUARY 31, 2024**

**Warning:** If not paid by due date, installment option is lost and total tax is delinquent subject to interest and, if applicable, penalty.  
**Failure to pay on time. See reverse.**

<b>FIRST DOLLAR CREDIT</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>LOTTERY AND GAMING CREDIT</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>NET PROPERTY TAX</b>	<b>146.39</b>	<b>130.31</b>	<b>-11.0%</b>

**FOR INFORMATION PURPOSES ONLY • Voter Approved Temporary Tax Increases**

Taxing Jurisdiction	Total Additional Taxes	Total Additional Taxes Applied to Property	Year Increase Ends	Taxing Jurisdiction	Total Additional Taxes	Total Additional Taxes Applied to Property	Year Increase Ends
DC EVEREST SCHOOL	3,719,623	16.98	2038				

**PAY 1ST INSTALLMENT OF: \$130.31  
 BY JANUARY 31, 2024**

**PAY 2ND INSTALLMENT OF: \$0.00  
 BY JULY 31, 2024**

**PAY FULL AMOUNT OF: \$130.31  
 BY JANUARY 31, 2024**

AMOUNT ENCLOSED \_\_\_\_\_  
**MAKE CHECK PAYABLE AND MAIL TO:**  
 VILLAGE OF WESTON  
 TREASURER  
 4747 CAMP PHILLIPS RD  
 WESTON, WI 54476

AMOUNT ENCLOSED \_\_\_\_\_  
**MAKE CHECK PAYABLE AND MAIL TO:**  
 VILLAGE OF WESTON  
 TREASURER  
 4747 CAMP PHILLIPS RD  
 WESTON, WI 54476

AMOUNT ENCLOSED \_\_\_\_\_  
**MAKE CHECK PAYABLE AND MAIL TO:**  
 VILLAGE OF WESTON  
 TREASURER  
 4747 CAMP PHILLIPS RD  
 WESTON, WI 54476

PIN# 1920000050017  
 EL CHARRO MEXICAN RESTAURANT  
 BILL NUMBER: 383977

PIN# 1920000050017  
 EL CHARRO MEXICAN RESTAURANT  
 BILL NUMBER: 383977

PIN# 1920000050017  
 EL CHARRO MEXICAN RESTAURANT  
 BILL NUMBER: 383977

  
**INCLUDE THIS STUB WITH YOUR PAYMENT**

  
**INCLUDE THIS STUB WITH YOUR PAYMENT**

  
**INCLUDE THIS STUB WITH YOUR PAYMENT**

Village of Weston  
 4747 Camp Phillips Road  
 Weston WI 54476  
 Phone: 715-359-6114  
 Fax: 715-359-6117



# INVOICE

Date	Number	Page
04/24/2024	12904	1

**Bill To:** EXPRESS EMPLOYMENT PROFESSIONA  
 JUSTIN BANGTSON  
 3409 SCHOFIELD AVENUE  
 WESTON WI 54476

**Customer No.** 1117

Terms: NET 20 DAYS

Quantity	Description	Unit Price	Net Amount
1	2023 Delinquent Personal Property	71.07	71.07

**NOTES:**

**Amount** 71.07

**Balance Due** 71.07

*To ensure proper credit, return enclosed remittance copy with payment.*

*If you have any questions regarding this bill, please call the Finance Department at (715) 359-6114 or e-mail [finance@westonwi.gov](mailto:finance@westonwi.gov). Thank you.*

*Invoices not paid after 90 days will be forwarded to the WI State Debt Collection Program.*

VILLAGE OF WESTON  
 TREASURER  
 4747 CAMP PHILLIPS RD  
 WESTON, WI 54476

**MARATHON COUNTY - STATE OF WISCONSIN  
 PROPERTY TAX BILL FOR 2023  
 PERSONAL PROPERTY**

Express Employment Professionals

**Account Number: 19200000050018  
 Bill Number: 383978**

**Important:** Be sure this description covers your property. Note that this description is for tax bill only and may not be a full legal description. See reverse side for important information.

**Location of Property/Legal Description  
 3409 Schofield Ave**

383978/19200000050018  
**EXPRESS EMPLOYMENT PROFESSI**  
  
**3409 SCHOFIELD AVE  
 WESTON WI 54476**

Please inform treasurer of address changes.

ASSESSED VALUE LAND 0	ASSESSED VALUE IMPROVEMENTS 3,000	TOTAL ASSESSED VALUE 3,000	AVERAGE ASSMT. RATIO 0.716333756	NET ASSESSED VALUE RATE 0.02369291 <small>(Does NOT reflect credits)</small>	<b>NET PROPERTY TAX</b> 71.07
ESTIMATED FAIR MARKET VALUE LAND 0	ESTIMATED FAIR MARKET VALUE IMPROVEMENTS 4,200	TOTAL ESTIMATED FAIR MARKET VALUE 4,200	<input type="checkbox"/> A star in this box means unpaid prior year taxes.	School taxes also reduced by school levy tax credit 5.63	

TAXING JURISDICTION	2022		2023		2022 NET TAX	2023 NET TAX	% TAX CHANGE
	EST. STATE AIDS ALLOCATED TAX DIST.		EST. STATE AIDS ALLOCATED TAX DIST.				
MARATHON COUNTY	781,649		897,571		18.85	16.64	-11.7%
VILLAGE OF WESTON	1,823,413		2,290,682		27.35	24.33	-11.0%
DC EVEREST SCHOOL	19,847,930		21,046,927		35.34	25.43	-28.0%
NORTHCENTRAL TECH	1,340,113		1,357,497		5.30	4.67	-11.9%
<b>TOTAL</b>	<b>23,793,105</b>		<b>25,592,677</b>		<b>86.84</b>	<b>71.07</b>	<b>-18.2%</b>

**TOTAL DUE: \$71.07  
 FOR FULL PAYMENT  
 PAY BY:  
 JANUARY 31, 2024**

**Warning:** If not paid by due dates, installment option is lost and total tax is delinquent subject to interest and, if applicable, penalty.  
**Failure to pay on time. See reverse.**

<b>FIRST DOLLAR CREDIT</b>	0.00	0.00	0.0%
<b>LOTTERY AND GAMING CREDIT</b>	0.00	0.00	0.0%
<b>NET PROPERTY TAX</b>	<b>86.84</b>	<b>71.07</b>	<b>-18.2%</b>

**FOR INFORMATION PURPOSES ONLY • Voter Approved Temporary Tax Increases**

Taxing Jurisdiction	Total Additional Taxes	Total Additional Taxes Applied to Property	Year Increase Ends	Taxing Jurisdiction	Total Additional Taxes	Total Additional Taxes Applied to Property	Year Increase Ends
DC EVEREST SCHOOL	3,719,623	9.26	2038				

PAY 1ST INSTALLMENT OF: \$71.07  
**BY JANUARY 31, 2024**  
  
 AMOUNT ENCLOSED \_\_\_\_\_  
  
**MAKE CHECK PAYABLE AND MAIL TO:**  
**VILLAGE OF WESTON  
 TREASURER  
 4747 CAMP PHILLIPS RD  
 WESTON, WI 54476**  
  
 PIN# 19200000050018  
 EXPRESS EMPLOYMENT PROFESSIONALS  
 BILL NUMBER: 383978

PAY 2ND INSTALLMENT OF: \$0.00  
**BY JULY 31, 2024**  
  
 AMOUNT ENCLOSED \_\_\_\_\_  
  
**MAKE CHECK PAYABLE AND MAIL TO:**  
**VILLAGE OF WESTON  
 TREASURER  
 4747 CAMP PHILLIPS RD  
 WESTON, WI 54476**  
  
 PIN# 19200000050018  
 EXPRESS EMPLOYMENT PROFESSIONALS  
 BILL NUMBER: 383978

PAY FULL AMOUNT OF: \$71.07  
**BY JANUARY 31, 2024**  
  
 AMOUNT ENCLOSED \_\_\_\_\_  
  
**MAKE CHECK PAYABLE AND MAIL TO:**  
**VILLAGE OF WESTON  
 TREASURER  
 4747 CAMP PHILLIPS RD  
 WESTON, WI 54476**  
  
 PIN# 19200000050018  
 EXPRESS EMPLOYMENT PROFESSIONALS  
 BILL NUMBER: 383978

Village of Weston  
 4747 Camp Phillips Road  
 Weston WI 54476  
 Phone: 715-359-6114  
 Fax: 715-359-6117



# INVOICE

Date	Number	Page
04/24/2024	12908	1

**Bill To:** IMMUCOR INC

3401 CRANBERRY BLVD  
 WESTON WI 54476

**Customer No.** 1917

Terms: Open Terms

Quantity	Description	Unit Price	Net Amount
1	2023 Delinquent Personal Property	189.54	189.54

**NOTES:**

**Amount** 189.54

**Balance Due** 189.54

*To ensure proper credit, return enclosed remittance copy with payment.*

*If you have any questions regarding this bill, please call the Finance Department at (715) 359-6114 or e-mail [finance@westonwi.gov](mailto:finance@westonwi.gov). Thank you.*

*Invoices not paid after 90 days will be forwarded to the WI State Debt Collection Program.*

VILLAGE OF WESTON  
 TREASURER  
 4747 CAMP PHILLIPS RD  
 WESTON, WI 54476

**MARATHON COUNTY - STATE OF WISCONSIN  
 PROPERTY TAX BILL FOR 2023  
 PERSONAL PROPERTY**

Immucor, Inc.

Account Number: 1920000090022  
 Bill Number: 383792

**Important:** Be sure this description covers your property. Note that this description is for tax bill only and may not be a full legal description. See reverse side for important information.

**Location of Property/Legal Description**  
 3401 Cranberry Blvd

383792/1920000090022  
 IMMUCOR, INC.

3130 GATEWAY DR  
 NORCROSS GA 30071

Please inform treasurer of address changes.

ASSESSED VALUE LAND 0	ASSESSED VALUE IMPROVEMENTS 8,000	TOTAL ASSESSED VALUE 8,000	AVERAGE ASSMT. RATIO 0.716333756	NET ASSESSED VALUE RATE 0.02369291 <small>(Does NOT reflect credits)</small>	NET PROPERTY TAX 189.54																																				
ESTIMATED FAIR MARKET VALUE LAND 0	ESTIMATED FAIR MARKET VALUE IMPROVEMENTS 11,200	TOTAL ESTIMATED FAIR MARKET VALUE 11,200	<input type="checkbox"/> A star in this box means unpaid prior year taxes.	School taxes also reduced by school levy tax credit 15.01																																					
<table border="1"> <thead> <tr> <th>TAXING JURISDICTION</th> <th>2022 EST. STATE AIDS ALLOCATED TAX DIST.</th> <th>2023 EST. STATE AIDS ALLOCATED TAX DIST.</th> <th>2022 NET TAX</th> <th>2023 NET TAX</th> <th>% TAX CHANGE</th> </tr> </thead> <tbody> <tr> <td>MARATHON COUNTY</td> <td>781,649</td> <td>897,571</td> <td></td> <td>44.37</td> <td></td> </tr> <tr> <td>VILLAGE OF WESTON</td> <td>1,823,413</td> <td>2,290,682</td> <td></td> <td>64.89</td> <td></td> </tr> <tr> <td>DC EVEREST SCHOOL</td> <td>19,847,930</td> <td>21,046,927</td> <td></td> <td>67.82</td> <td></td> </tr> <tr> <td>NORTHCENTRAL TECH</td> <td>1,340,113</td> <td>1,357,497</td> <td></td> <td>12.46</td> <td></td> </tr> <tr> <td><b>TOTAL</b></td> <td><b>23,793,105</b></td> <td><b>25,592,677</b></td> <td><b>0.00</b></td> <td><b>189.54</b></td> <td><b>0.0%</b></td> </tr> </tbody> </table>						TAXING JURISDICTION	2022 EST. STATE AIDS ALLOCATED TAX DIST.	2023 EST. STATE AIDS ALLOCATED TAX DIST.	2022 NET TAX	2023 NET TAX	% TAX CHANGE	MARATHON COUNTY	781,649	897,571		44.37		VILLAGE OF WESTON	1,823,413	2,290,682		64.89		DC EVEREST SCHOOL	19,847,930	21,046,927		67.82		NORTHCENTRAL TECH	1,340,113	1,357,497		12.46		<b>TOTAL</b>	<b>23,793,105</b>	<b>25,592,677</b>	<b>0.00</b>	<b>189.54</b>	<b>0.0%</b>
TAXING JURISDICTION	2022 EST. STATE AIDS ALLOCATED TAX DIST.	2023 EST. STATE AIDS ALLOCATED TAX DIST.	2022 NET TAX	2023 NET TAX	% TAX CHANGE																																				
MARATHON COUNTY	781,649	897,571		44.37																																					
VILLAGE OF WESTON	1,823,413	2,290,682		64.89																																					
DC EVEREST SCHOOL	19,847,930	21,046,927		67.82																																					
NORTHCENTRAL TECH	1,340,113	1,357,497		12.46																																					
<b>TOTAL</b>	<b>23,793,105</b>	<b>25,592,677</b>	<b>0.00</b>	<b>189.54</b>	<b>0.0%</b>																																				
<table border="1"> <thead> <tr> <th></th> <th>2022</th> <th>2023</th> <th>% TAX CHANGE</th> </tr> </thead> <tbody> <tr> <td><b>FIRST DOLLAR CREDIT</b></td> <td><b>0.00</b></td> <td><b>0.00</b></td> <td><b>0.0%</b></td> </tr> <tr> <td><b>LOTTERY AND GAMING CREDIT</b></td> <td><b>0.00</b></td> <td><b>0.00</b></td> <td><b>0.0%</b></td> </tr> <tr> <td><b>NET PROPERTY TAX</b></td> <td><b>0.00</b></td> <td><b>189.54</b></td> <td><b>0.0%</b></td> </tr> </tbody> </table>							2022	2023	% TAX CHANGE	<b>FIRST DOLLAR CREDIT</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>	<b>LOTTERY AND GAMING CREDIT</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>	<b>NET PROPERTY TAX</b>	<b>0.00</b>	<b>189.54</b>	<b>0.0%</b>																				
	2022	2023	% TAX CHANGE																																						
<b>FIRST DOLLAR CREDIT</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>																																						
<b>LOTTERY AND GAMING CREDIT</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>																																						
<b>NET PROPERTY TAX</b>	<b>0.00</b>	<b>189.54</b>	<b>0.0%</b>																																						

**TOTAL DUE: \$189.54**  
**FOR FULL PAYMENT**  
**PAY BY:**  
**JANUARY 31, 2024**

**Warning:** If not paid by due dates,  
 installment option is lost and total tax is  
 delinquent subject to interest and, if  
 applicable, penalty.  
**Failure to pay on time. See reverse.**

**FOR INFORMATION PURPOSES ONLY • Voter Approved Temporary Tax Increases**

Taxing Jurisdiction	Total Additional Taxes	Total Additional Taxes Applied to Property	Year Increase Ends	Taxing Jurisdiction	Total Additional Taxes	Total Additional Taxes Applied to Property	Year Increase Ends
DC EVEREST SCHOOL	3,719,623	24.70	2038				

PAY 1ST INSTALLMENT OF: \$189.54  
**BY JANUARY 31, 2024**  
 AMOUNT ENCLOSED \_\_\_\_\_  
**MAKE CHECK PAYABLE AND MAIL TO:**  
 VILLAGE OF WESTON  
 TREASURER  
 4747 CAMP PHILLIPS RD  
 WESTON, WI 54476  
 PIN# 1920000090022  
 IMMUCOR, INC.  
 BILL NUMBER: 383792

PAY 2ND INSTALLMENT OF: \$0.00  
**BY JULY 31, 2024**  
 AMOUNT ENCLOSED \_\_\_\_\_  
**MAKE CHECK PAYABLE AND MAIL TO:**  
 VILLAGE OF WESTON  
 TREASURER  
 4747 CAMP PHILLIPS RD  
 WESTON, WI 54476  
 PIN# 1920000090022  
 IMMUCOR, INC.  
 BILL NUMBER: 383792

PAY FULL AMOUNT OF: \$189.54  
**BY JANUARY 31, 2024**  
 AMOUNT ENCLOSED \_\_\_\_\_  
**MAKE CHECK PAYABLE AND MAIL TO:**  
 VILLAGE OF WESTON  
 TREASURER  
 4747 CAMP PHILLIPS RD  
 WESTON, WI 54476  
 PIN# 1920000090022  
 IMMUCOR, INC.  
 BILL NUMBER: 383792



INCLUDE THIS STUB WITH YOUR PAYMENT



INCLUDE THIS STUB WITH YOUR PAYMENT



INCLUDE THIS STUB WITH YOUR PAYMENT

Village of Weston  
 4747 Camp Phillips Road  
 Weston WI 54476  
 Phone: 715-359-6114  
 Fax: 715-359-6117



# INVOICE

Date	Number	Page
04/24/2024	12910	1

**Bill To:** MINISTRY MEDICAL GROUP INC

3301 CRANBERRY BLVD  
 WESTON WI 54476

**Customer No.** 1919

Terms: Open Terms

Quantity	Description	Unit Price	Net Amount
1	2023 Delinquent Personal Property	1,272.30	1,272.30

**NOTES:**

**Amount** 1,272.30

**Balance Due** 1,272.30

*To ensure proper credit, return enclosed remittance copy with payment.*

*If you have any questions regarding this bill, please call the Finance Department at (715) 359-6114 or e-mail [finance@westonwi.gov](mailto:finance@westonwi.gov). Thank you.*

*Invoices not paid after 90 days will be forwarded to the WI State Debt Collection Program.*

VILLAGE OF WESTON  
 TREASURER  
 4747 CAMP PHILLIPS RD  
 WESTON, WI 54476

**MARATHON COUNTY - STATE OF WISCONSIN  
 PROPERTY TAX BILL FOR 2023  
 PERSONAL PROPERTY**

Ministry Medical Group Inc.



Account Number: 19200000130030  
 Bill Number: 384047

**Important:** Be sure this description covers your property. Note that this description is for tax bill only and may not be a full legal description. See reverse side for important information.

384047/19200000130030  
 MINISTRY MEDICAL GROUP INC.

**Location of Property/Legal Description**  
 3301 Cranberry Blvd

ASCENSION WISCONSIN  
 4040 VINCENNES CIR  
 INDIANAPOLIS IN 46268

Please inform treasurer of address changes.

ASSESSED VALUE LAND 0	ASSESSED VALUE IMPROVEMENTS 53,700	TOTAL ASSESSED VALUE 53,700	AVERAGE ASSMT. RATIO 0.716333756	NET ASSESSED VALUE RATE 0.02369291 <small>(Does NOT reflect credits)</small>	<b>NET PROPERTY TAX</b> 1272.30
ESTIMATED FAIR MARKET VALUE LAND 0	ESTIMATED FAIR MARKET VALUE IMPROVEMENTS 75,000	TOTAL ESTIMATED FAIR MARKET VALUE 75,000	<input type="checkbox"/> A star in this box means unpaid prior year taxes.	School taxes also reduced by school levy tax credit 100.74	

TAXING JURISDICTION	2022		2023		2022 NET TAX	2023 NET TAX	% TAX CHANGE
	EST. STATE AIDS ALLOCATED TAX DIST.	2022	EST. STATE AIDS ALLOCATED TAX DIST.	2023			
MARATHON COUNTY	781,649		897,571		309.62	297.85	-3.8%
VILLAGE OF WESTON	1,823,413		2,290,682		449.33	435.56	-3.1%
DC EVEREST SCHOOL	19,847,930		21,046,927		580.55	455.24	-21.6%
NORTHCENTRAL TECH	1,340,113		1,357,497		87.10	83.65	-4.0%
<b>TOTAL</b>	<b>23,793,105</b>		<b>25,592,677</b>		<b>1,426.60</b>	<b>1,272.30</b>	<b>-10.8%</b>

**TOTAL DUE: \$1,272.30**  
 FOR FULL PAYMENT  
 PAY BY:  
**JANUARY 31, 2024**

<b>FIRST DOLLAR CREDIT</b>	0.00	0.00	0.0%
<b>LOTTERY AND GAMING CREDIT</b>	0.00	0.00	0.0%
<b>NET PROPERTY TAX</b>	<b>1,426.60</b>	<b>1,272.30</b>	<b>-10.8%</b>

**Warning:** If not paid by due dates, installment option is lost and total tax is delinquent subject to interest and, if applicable, penalty.  
**Failure to pay on time. See reverse.**

**FOR INFORMATION PURPOSES ONLY • Voter Approved Temporary Tax Increases**

Taxing Jurisdiction	Total Additional Taxes	Total Additional Taxes Applied to Property	Year Increase Ends	Taxing Jurisdiction	Total Additional Taxes	Total Additional Taxes Applied to Property	Year Increase Ends
DC EVEREST SCHOOL	3,719,623	165.77	2038				

PAY 1ST INSTALLMENT OF: \$1,272.30  
 BY JANUARY 31, 2024

PAY 2ND INSTALLMENT OF: \$0.00  
 BY JULY 31, 2024

PAY FULL AMOUNT OF: \$1,272.30  
 BY JANUARY 31, 2024

AMOUNT ENCLOSED \_\_\_\_\_

AMOUNT ENCLOSED \_\_\_\_\_

AMOUNT ENCLOSED \_\_\_\_\_

**MAKE CHECK PAYABLE AND MAIL TO:**

**MAKE CHECK PAYABLE AND MAIL TO:**

**MAKE CHECK PAYABLE AND MAIL TO:**

VILLAGE OF WESTON  
 TREASURER  
 4747 CAMP PHILLIPS RD  
 WESTON, WI 54476

VILLAGE OF WESTON  
 TREASURER  
 4747 CAMP PHILLIPS RD  
 WESTON, WI 54476

VILLAGE OF WESTON  
 TREASURER  
 4747 CAMP PHILLIPS RD  
 WESTON, WI 54476

PIN# 19200000130030  
 MINISTRY MEDICAL GROUP INC.  
 BILL NUMBER: 384047

PIN# 19200000130030  
 MINISTRY MEDICAL GROUP INC.  
 BILL NUMBER: 384047

PIN# 19200000130030  
 MINISTRY MEDICAL GROUP INC.  
 BILL NUMBER: 384047



INCLUDE THIS STUB WITH YOUR PAYMENT



INCLUDE THIS STUB WITH YOUR PAYMENT



INCLUDE THIS STUB WITH YOUR PAYMENT