



VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN
REGULAR MEETING OF THE BOARD OF TRUSTEES AND BOARD OF REVIEW
Weston Municipal Center Board Room
5500 Schofield Avenue, Weston, WI 54476
*The Public may attend the meeting virtually. See the instructions under
Public Comments below.*

Monday, June 1, 2020, 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 item on this agenda may be discussed or acted upon.

AGENDA ITEMS

1. Board of Trustees Meeting called to order by President Sparks
2. Pledge Allegiance to the Flag
3. Roll Call by Clerk for Board of Trustees
 - Ermeling, Fiene, Maloney, Sparks {p}, Xiong, White, Ziegler

PUBLIC COMMENTS (At this point the President will ask if there are any comments to be heard from the public).

Join Zoom Meeting by Computer (audio only meeting to make comments):
<https://zoom.us/j/93376572452>

Join Zoom Meeting by Phone (audio only meeting to make comments):
+13126266799,,93376572452# US (Chicago)
+19294362866,,93376572452# US (New York)

Meeting ID: 933 7657 2452

To join the **live access only** meeting (no comments accepted here) please visit https://www.youtube.com/channel/UCFxfhgqCP66X4E2_vRX2c3SA (this is for viewing purposes only).

HEARING

4. [Open hearing and hear comments](#)
 - Operator license for Heather Gardner
5. Close Hearing
6. Action on Operator license for Heather Gardner

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

PRESENTATION

7. Dale Grosskurth, Marathon County Environmental Health and Safety Director
 - Covid-19 presentation

MINUTES FROM PREVIOUS MEETINGS.

8. [5/18/2020 Board of Trustees](#)

REPORTS/MINUTES FROM BOARDS, COMMITTEES, COMMISSIONS

9. Community Development Authority
10. Everest Metro Police Commission
11. Extraterritorial Zoning
12. Finance
13. [Human Resources](#)
14. Joint Review Board
15. Parks & Recreation
16. Plan Commission
17. Public Works
18. SAFER
19. Tourism
20. Zoning Board of Appeals

REPORTS FROM DEPARTMENTS

21. Administrator
 - [Re-opening access to the Municipal Center](#)
 - [Routes to Recovery](#)
22. Clerks
23. Finance
24. Fire/EMS
25. Parks & Recreation
26. Plan/Dev
27. Police
28. Public Works
29. Technology

WORK PRODUCT TRANSMITTALS

CONSENT AGENDA

30. Requests to pull items out of consent consideration
31. [Vouchers – 52496-52577 and 90030](#)
32. [Adult Oriented Establishment 2020/2021 License for Secrets II.](#)
33. [Class A Beer and Liquor, Class B Beer and Liquor, Class B Beer and Reserve Liquor, Class B Beer and Class C Wine 2020/2021 Licenses \(business listing attached\).](#)
34. [Commercial Animal Establishment 2020/2021 License for Ace Hardware.](#)

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

35. Mobile Food Vendor Licenses for the 2020/2021 licensing term (business listing attached).
36. Pawn Broker, Secondhand Article Dealers and Secondhand Jewelry Dealers Licenses for the 2020/2021 Licensing Term (business listing attached).
37. Salvage Licenses for the 2020/2021 Licensing Term (business listing attached).
38. Weights & Measures Licenses for the 2020/2021 Term (listing attached).
39. Hotel/Motel Licenses for the 2020/2021 term (listing attached).
40. Action on consent agenda items

ORDINANCES

RESOLUTIONS

NEW BUSINESS

41. Purchase of a pool motor lifting crane
42. Purchase of a replacement 1-ton dump truck cab and chassis
43. Discussion/consideration on opening the Aquatic Center
 - Proposed Aquatic Center Operation Plan
 - YMCA contract
44. Discussion/consideration on re-opening park restrooms, shelters, and resuming reservations.
45. Village of Weston's satisfaction with SAFER's services, including consideration of extending, renegotiating or terminating the SAFER contract

REMARKS FROM TRUSTEES

REMARKS FROM THE PRESIDENT

FUTURE ITEMS

Next meeting date(s):

- June 15, 2020, Board of Trustees Regular Meeting at 6:00 p.m.
- June 16, 2020, Board of Review – 5:00 p.m. to 7:00 p.m.
- July 6, 2020, Board of Trustees Regular Meeting at 6:00 p.m.

WITH NO OTHER PLANNED BUSINESS, THE MEETING IS ADJOURNED UNTIL JUNE 15, 2020 @ 6:00 P.M.

**VILLAGE OF WESTON
NOTICE OF PUBLIC HEARING**

The Village of Weston is in receipt of your appeal, dated April 24, 2019, for the denial of an operator license. Please take notice that pursuant to Section 125.01 of the Wisconsin Statutes and the Village of Weston's Municipal Code, Chapter 6, Section 6.104(e) you are hereby requested to appear before the Village of Weston Board, 5500 Schofield Avenue, Weston, Wisconsin, in the Village Board Room on June 1st, 2020, at 6:00 p.m. to be heard and show cause why an Operator License shall be granted.

Dated this 26th day of May 2020

Sherry L. Weinkauf
Village Clerk



April 8, 2020

Heather Gardner
4303 Alderson St #8
Weston, WI 54476

Dear Heather,

The Village Board of the Village of Weston denied your application for an Operator's License for failure to meet guidelines under Chapter 6, Section 6.104 of the Village's Municipal Code. You have felony drug convictions. At this time, you do not meet the qualifications for an Operator's license.

Since your application has been denied you have the right to file an appeal with the Village Clerk within thirty (30) days and appear and be represented before the Village Board to be heard, to present evidence in favor of the granting of the license, and to rebut evidence presented in opposition to the granting of the license, at a hearing held within forty (40) days of the filing of such appeal. You may also appeal the denial of your license to Circuit Court.

If you have any questions, please contact the Clerks Department at 715-359-6114. Thank you.

Sincerely,

Sarah Flory
Clerks Office

April 20, 2020

Village of Weston
5500 Schofield Ave.
Weston, WI 54476

Heather L. Gardner
4303 Alderson St. Apt. 8
Schofield, WI 54476

To whom it may concern,

I have recently applied for, and was denied for my bartenders license through the Village of Weston. This was in concern for my past convictions, nearly 5 years ago. My last conviction was on August 24th, 2015 and I feel that I am fully rehabilitated and maintaining a healthy lifestyle while being an asset to my community and place of employment.

Following my last convictions, I became a mother and decided that my life was dependent on my new family. At this time, I became clean from any type of drug and dedicated my life to making a better life for my son. While still on maternity leave, I was hired with Olive Garden and began work on October 2nd, 2017. Eleven months after my first son was born, I became pregnant with my second son, Benson. When Benson was 2 months old, I went through something that nobody should go through. My son lost his life to someone that I trusted to care for him. That completely tore my world apart and I could have very easily fallen back into my old lifestyle, but I didn't. I knew that justice would be served for my son and I had to continue on my path to a better life. I continued to work full-time as a bartender, server, and to-go specialist and maintained this job until March of 2019, when I was hired as Manager at Patron Mexican Restaurant. I have been working full-time since hired and am working to become part owner as well.

August 24th, 2020 will mark 5 years since my last conviction. I have demonstrated rehabilitation, strength and control through devastating loses, growth in my profession, and forward potential in partial ownership of a great local company. In order to continue to grow and be part of this great community, I need to obtain a much needed bartenders license.

Please consider this as my official appeal to my denial of license as presented in March of 2020.

Thank you for your consideration,



Heather L. Gardner



EVEREST METROPOLITAN POLICE DEPARTMENT

Serving the Communities of Schofield and Weston

Chief of Police: Clayton Schulz
Captain of Operations: Shane Heilmann
Captain of Administration: Nick Aldrich

May 19, 2020

Village of Weston Board of Trustees
RE: Heather Gardner, alcohol license

Ms. Gardner has a substantial criminal history that has several convictions that would disqualify her for an alcohol license in the Village of Weston, per ordinance Sec. 6.104.

Specifically under Village of Weston ordinance Sec. 6.104(a)(3) Guideline 1, Ms. Gardner has the following convictions:

- 1) Possession of THC 2nd + Offense (felony) - conviction date 10-06-15 in Marathon County
- 2) Possession of THC 2nd + Offense (felony) – conviction date 09-11-13 in Langlade County
- 3) Manufacture/Delivery of Amphetamine (felony) – conviction date 11-03-10 Marathon County
- 4) Possession of Methamphetamine (felony) – conviction date of 06-12-09

Since 2009, Ms. Gardner's record indicates four convictions of Resisting or Obstructing an Officer and two convictions of Possession of Drug Paraphernalia. She also has a felony conviction of Escape-Criminal Arrest in Marathon County on 08-21-09. Although, these convictions do not specifically meet one of the Guidelines in the ordinance due to the dates of convictions falling out of the time requirements, I believe it is important to note the history of lack of cooperation with law enforcement, which should be taken into consideration.

Respectfully,

Clayton Schulz

Chief of Police

substance. The same is true for offenses involving alcohol, e.g. drunk driving, selling to underage, possessing and/or consuming as an underage, committing law violations while under the influence of alcohol or drugs, etc.

(3) **Guidelines**

Guideline 1. Provided the circumstances of the offense substantially relate to the circumstances of the job or licensed activity, any person who has been convicted of any felony, unless duly pardoned, does not qualify for an alcohol beverage license. Wis. Stat. § 125.04(5)(b), (To the extent the other guidelines reference a specific offense, this guideline shall apply if the offense constitutes a felony.)

Guideline 2. Provided the circumstances of the offense substantially relate to the circumstances of the job or licensed activity, any person who has been convicted of or has a current charge pending, for one (1) or more offenses within the last five (5) years or for two (2) or more offenses, arising out of separate incidents, within the last ten (10) years in the following subcategories, does not qualify for an alcohol beverage license:

- (a) Violent crimes against the person of another, including but not limited to battery, disorderly conduct, sexual assault, injury by negligent use of a vehicle, intimidation of victim or witness.
- (b) Crimes involving cooperation (or lack thereof) with law enforcement officials, including but not limited to, resisting or obstructing a police officer, bribery of public officers/employees, eluding police, bail jumping, hit and run, perjury, or acts/threats of terrorism.
- (c) Manufacturing, distributing, delivering a controlled substance or a controlled substance analog; maintaining a drug trafficking place; possessing with intent to manufacture, distribute, or deliver a controlled substance or a controlled substance analog. Wis. Stat. § 111.335(1)(cs).

Guideline 3. Provided the circumstances of the offense substantially relate to the circumstances of the job or licensed activity, any person who has been convicted of or has a current charge pending, for two (2) or more offenses, arising out of separate incidents, within the last five (5) years in the following subcategories, does not qualify for an alcohol beverage license:

- (a) Disorderly conduct, criminal damage to property, solicitation of prostitution or other prostitution related offenses, wherein the offense involves an incident at a place that is, or should have been licensed under Wis. Stats. Chapter 125.
- (b) Alcohol beverage offenses (under Wis. Stats. Chapter 125 or adopting ordinances excluding administrative violations such as “failure to post license under glass”). (furnishing alcoholic beverages to underage persons shall not be used as grounds for suspension, revocation, or non-renewal of an existing

license unless the licensee has committed two (2) violations within a one (1) year period).

- (c) Perjury or false swearing wherein the offense involves an incident at a place that is, or should have been licensed under Wis. Stats. Chapter 125.
- (d) Possessing a controlled substance, controlled substance analog without a valid prescription, or possessing drug paraphernalia.
- (e) Operating a motor vehicle while under the influence of intoxicants or drugs.
- (f) Operating a motor vehicle with a **prohibited alcohol concentration (PAC)** in excess of .08% by weight.
- (g) Open intoxicants in public places or in a motor vehicle.

Guideline 4. Provided the circumstances of the offense substantially relate to the circumstances of the job or licensed activity, any person who is a habitual law offender does not qualify for an alcohol beverage license. Wis. Stat. § 125.04(5)(b). For purposes of these guidelines, a habitual offender includes, but is not limited to a person who has committed:

- (a) Two (2) or more offenses, each a separate incident, within the immediately preceding one (1) year.
- (b) Three (3) or more offenses, each a separate incident, within the immediately preceding five (5) years.
- (c) Six (6) or more offenses, each a separate incident, within the preceding ten (10) years.

What is a “habitual law offender?” The term “habitual” refers to multiple convictions or pending charges and could include an offender with two (2) offenses occurring within a relatively short period of time. The term “offender” refers to a person with civil violations such as ordinance convictions and/or misdemeanor convictions (or pending charges), which substantially relate to the licensing activity. A legal opinion rendered by the League of Wisconsin Municipalities states that a person with two drunk driving convictions within the last couple of years would be considered an habitual offender under the alcohol beverage licensing laws. Intoxicating Liquors #890 (1991).

Guideline 5. In addition to the other provisions under these guidelines, pursuant to Wis. Stat. § 125.12, a person’s alcoholic beverage license may be denied, non-renewed, suspended or revoked if the person:

- (a) Keeps or maintains a disorderly or riotous, indecent or improper house.

REQUEST FOR CONSIDERATION

PUBLIC MTG/DATE:	BOARD OF TRUSTEES, MARCH 16, 2020
DESCRIPTION:	DENY OPERATOR LICENSE FOR HEATHER GARDNER
FROM:	SARAH FLORY, DEPUTY CLERK
QUESTION:	SHOULD THE BOARD OF TRUSTEES DENY THE LICENSES FOR: HEATHER GARDNER?

BACKGROUND

THE POLICE DEPARTMENT COMPLETED A BACKGROUND CHECK FOR HEATHER GARDNER. AFTER REVIEWING THIS INFORMATION CHIEF SCHULZ RECOMMENDS DENIAL OF HER LICENSE DUE TO FELONY DRUG CONVICTIONS.

ATTACHED DOCS:	EVOLVE REPORT
COMMITTEE ACTION:	N/A
FISCAL IMPACT:	NONE
RECOMMENDATION:	CLERK RECOMMENDS DENIAL.

RECOMMENDED LANGUAGE FOR OFFICIAL ACTION

I MOVE TO DENY THE OPERATOR LICENSE FOR HEATHER GARDNER.

ADDITIONAL ACTION:	MAIL OUT DENIAL LETTER.
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BOT Date 03/16/2020

License ID	License Type	Name	Business	Premise Desc	Begin Dt	End Dt	EMPD Approval	CLPS	BOT
9010 - Bartender/Operator New									
20179	9010 - Bartender/Operator New	Bartnik, Jesse	Tine & Cellar		07/01/2019	06/30/2020	Yes		
19611	9010 - Bartender/Operator New	Gardner, Heather L	Patron Mexican Restaurant & Bar, LLC		07/01/2019	06/30/2020	No		
19602	9010 - Bartender/Operator New	Haaro, Betty Ann	Kwik Trip #986		07/01/2019	06/30/2020	Yes		
20151	9010 - Bartender/Operator New	Kandutsch, Madison	The Local		07/01/2019	06/30/2020	Yes		
19571	9010 - Bartender/Operator New	McCann, Madelyn	Vino Latte		07/01/2019	06/30/2020	Yes		
19557	9010 - Bartender/Operator New	McGuire, Dillon T	Weston Wine & Spirits		07/01/2019	06/30/2020	Yes		
19583	9010 - Bartender/Operator New	Schires, Alexandra Catherine	Trailside Sports Bar & Grill		07/01/2019	06/30/2020	Yes		

Total Licenses

7

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

Monday, May 18, 2020, at 6:00 p.m.

1. **Board of Review called to order by President Sparks.**
Sparks called the Board of Review to order at 6:00 p.m.

2. **Roll Call by Clerk for Board of Review**

Ermeling, Barb	YES
Fiene, Nate	YES
Maloney, Mark	YES
Sparks, Wally	YES
Xiong, Yee	YES (by phone)
White, Loren	YES
Ziegler, Jon	YES

3. **Adjourn Board of Review until 6/16/2020 @ 5:00 p.m.**

Motion by Fiene second by Ermeling to adjourn the Board of Review to June 16, 2020 at 5:00 p.m.

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

Trustee	Voting
Sparks, Wally	YES
White, Loren	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	YES
Fiene, Nate	YES

4. **Board of Trustees Meeting called to order by President Sparks**
Sparks called the meeting to order at 6:02 p.m.

5. **Pledge Allegiance to the Flag**

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

Ermeling, Barb	YES
Fiene, Nate	YES
Maloney, Mark	YES
Sparks, Wally	YES
Xiong, Yee	YES (by phone)

VILLAGE OF WESTON, WISCONSIN
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White, Loren	YES
Ziegler, Jon	YES

PUBLIC COMMENTS

- **Oliver Burrows, 5008 Sunset, re: Sidewalks on Cul-de-sacs (item 41, a under NEW BUSINESS).**

Oliver Burrows, 5008 Sunset St., said he understands that no new cul-de-sacs will be allowed unless there is some way to expand them in the future. The cul-de-sac on Sunset is approximately 350 feet. The amount of use that sidewalks would get is very minimal. He does not feel this issue would require a public hearing to propose a variance. The ordinance does state that sidewalks will be put in with all new construction. The difficulties these sidewalks propose is that there is no path to Ross Ave. There is only 14 houses and no expansions. He believes it is possible for the Board to amend the ordinance, without requiring a public hearing, and eliminate sidewalk for both Sunset and Arrow Streets north of Kennedy Ave. He also feels this will save the Village some money.

Steve Cronin, 5402 Hewitt Ave., said he is the Aquatic Center concession stand owner. He feels the Aquatic Center can open with restrictions. He said other similar facilities are open or opening. He reviewed some of the guidelines that could be followed. He would like to see the Aquatic Center open by mid-June with restrictions.

MINUTES FROM PREVIOUS MEETINGS.

7. **5/4/2020 Board of Trustees**

Motion by Maloney second by Ziegler to approve the minutes.

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

Trustee	Voting
Sparks, Wally	YES
White, Loren	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	YES
Fiene, Nate	YES

REPORTS/MINUTES FROM BOARDS, COMMITTEES, COMMISSIONS

- 8. **Community Development Authority**
- 9. **Everest Metro Police Commission**
- 10. **Extraterritorial Zoning**
- 11. **Finance**
- 12. **Human Resources**
- 13. **Joint Review Board**

VILLAGE OF WESTON, WISCONSIN
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- 14. Parks & Recreation
- 15. Plan Commission
- 16. Public Works
- 17. SAFER
- 18. Tourism
- 19. Zoning Board of Appeals

Motion by White second by Fiene to acknowledge item #15.

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

Trustee	Voting
Sparks, Wally	YES
White, Loren	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	YES
Fiene, Nate	YES

Sparks said he attended the last SAFER board meeting. The meeting was frustrating to him. There was a lengthy discussion regarding the appointment of fire commissioners and that has been put off to the next meeting. There was also a discussion regarding fire and ems contracts. He said he is concerned with the Town of Weston being charged \$10,000 more than the Town of Marathon. The townships are about the same size. Maloney said it does not feel like a partnership. He also said he was frustrated with the meeting. Sparks said there are some concerns with the budget as well.

REPORTS FROM DEPARTMENTS

20. Administrator

• Update on Governor’s Emergency Order

Donner said any questions regarding the order are being referred to the Marathon County Health Department. He said he would like to extend the closure to the Municipal Center through Memorial weekend. He would like to limit the walk-in traffic to the Municipal Center. Donner said staff is assessing the needs for the employees here and for the employees who will return. He said we may need to order more hand sanitizer and PPE. White said we should remain cautious with opening. Fiene said his employer has extended the time employees work from home to September 1st. Ermeling said as more people go out there will be more people carrying the virus. Ziegler does not feel we can open and keep the 6-foot distancing. Maloney feels it’s time for staff to come back and have available the proper PPE for them. Maloney also feels the Parks, along with the skate park should open. Sparks agrees to have staff come back after the holiday unless there are underlying conditions that would prevent them from coming back. We should be open for business. We live in a free

VILLAGE OF WESTON, WISCONSIN
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country people should be able to make their own decisions. We should not be dictating what people should or should not do. The consensus of the Board members was to keep the Municipal Center closed through Memorial Day. Maloney also suggested moving some staff members around for social distancing purposes. If some staff members are concerned about safety, we need to listen to them. Donner said he feels the Village should also open the playgrounds but not open bathrooms. Xiong said the decision to open back up should be based on the recommendations from staff. He said staff knows best. Donner also reported the Municipal Center carpet will get cleaned the last weekend in May.

21. Clerks

Weinkauf said she included a report in the packet.

22. Finance

There was a short discussion on the SAFER budget.

23. Fire/EMS

No comments.

24. Parks & Recreation

• **Aquatic Center Season Planning**

Sparks said most churches are starting to open with 25% capacity. He agrees with Steve Cronin regarding the opening of the Aquatic Center and putting safety measures in place. It was indicated that 400 people would be allowed in with a 50% capacity. Fiene asked about the number of staff members for cleaning. Osterbrink said the lifeguards will do that but will not do that while in the lifeguard role. He also said the health experts say there will be second wave. The next wave will be deadlier. He does not feel it should be decided tonight. Sparks said none of the models have been correct. Ermeling has concerns about the cost to the Village with opening. She also said the hotel occupancy is down and we will lose room tax monies. Those funds are used toward the operation of the Aquatic Center. White asked about counting and keeping track of people. Osterbrink said they have had to track the number of people entering in the past. They do random head counts. Xiong is in favor of opening the Aquatic Center but would like to see a written plan put in place. He would also like the Village to continue discussions with Schofield and Rothschild. Osterbrink said they just voted to close their pool this evening. Wausau has deferred their decision to June 1st. They may focus on opening one of their pools instead of all of them. He said there are still a lot of unknowns. Maloney would like to see the pool open. We should begin the preparation of the pool now, so we can open in one month. Ziegler said it's disappointing that some of the other area pools are closing. Maloney said the Village will not make money, but it is the right thing to do for the taxpayers. He also suggested using wristbands to allow people in during

VILLAGE OF WESTON, WISCONSIN
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certain time periods. Osterbrink said if we start preparations we could be open by mid-June. Maloney and Sparks said we need to move forward with preparations. Maloney said if something changes in the next two weeks then we just don't open. Fiene said he does not have enough information to decide if the Village should open or close but is ok with starting the process. Osterbrink said the Health Department recommends we not open the pool. Social distancing will be hard to enforce. If the Health Department receives any complaints, they will be forced to investigate and could possibly close it. Donner said if there are less rules put in place; we can't be criticized for not following them. It may be hard to enforce the social distancing at the Aquatic Center. He questions how a public health officer can make a case that the only risk is Covid-19. We have had other unsafe incidents happen at the pool.

Motion by White second by Fiene to prepare for the opening of the Aquatic Center on June 13, which leaves it open for the Board to decide to close if they so choose.

Xiong asked for an amendment to the motion to include the Board review a policy or plan prior to opening. It was indicated the motion is only for preparation of the pool at this time. Xiong withdrew the amendment.

Trautman has concerns with where the extra funds will come from.

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

Trustee	Voting
Sparks, Wally	YES
White, Loren	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	YES
Fiene, Nate	YES

25. Plan/Dev
No comments.

26. Police
Schulz commented on the Department's stats. They are seeing a reduction in calls for service. He also gave a staffing update. The Department's audit is now completed. The community has been very supportive with donations. He has been in communications with some bar owners who want to open but want to make sure they do it right.

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27. Public Works

Wodalski recognized the Public Works staff for continuing to work through all this. He also reported the Department is coming in at budget or just under budget.

28. Technology

No comments.

WORK PRODUCT TRANSMITTALS

29. April 2020 Building Permits

30. April Budget Status Report

Motion by White second by Fiene to acknowledge items 29 and 30.

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

Trustee	Voting
Sparks, Wally	YES
White, Loren	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	YES
Fiene, Nate	YES

CONSENT AGENDA

31. Requests to pull items out of consent consideration

32. Vouchers – 52426-52495

33. 2020 Crack Sealing Project

34. 2020 GSB-88 Pavement Sealing Project

35. 2020 Chip Sealing Project

36. 2020 Asphalt Overlay Project

37. 2020 Schofield Avenue Concrete Repair Project

38. Ross Avenue Paving Project (Birch St to CR-X)

39. Replacement Skid Steer Purchase

40. Action on consent agenda items

Motion by Ziegler second by Fiene to approve items 32 - 39.

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

Trustee	Voting
Sparks, Wally	YES
White, Loren	YES
Ermeling, Barb	YES
Ziegler, Jon	YES

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Maloney, Mark	YES
Xiong, Yee	YES
Fiene, Nate	YES

ORDINANCES

There were no ordinances to consider.

RESOLUTIONS

41. Resolution No. 2020-007 Encouraging Voting By Mail

Fiene said he and Xiong felt this resolution was important. We don't know how things will be in August and November. Many elderly citizens don't have internet access. This is a prudent public safety measure. Maloney said he is not in support of the resolution. Fiene said this is for an absentee application and not the ballot. Ermeling has concerns with the extra expense. She said voters need to provide a photo ID and it will be hard for some people to make copies of that to submit. She also said some people do not trust absentee voting. She is not in favor. Ziegler received a letter from David Nyseth, who is a Village resident. Ziegler read the letter. Mr. Nyseth is not in support of the resolution. Fiene said there are other states that have been doing for a long time. Sparks is also not in support of this because this tells people how they should vote. White has concerns with postage costs.

Motion by Fiene second by Xiong to approve Resolution No. 2020-007.

Q/Sparks said the number of people who went out to vote increased between the April and May elections. Xiong asked if it would cost the Village \$16,000 to mail the applications. Fiene said yes for both the August and November elections. Ziegler said he is also concerned with the expense. We should not get into the Village politics with this. ***Motion by Maloney second by White to call the question.*** Q/Xiong supports the concept of the resolution but thought this would cost a lot less to do. He is not in favor of this because of the costs involved. Fiene said this was simply for public health and safety. This is not an effort at partisan hackery.

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

Trustee	Voting
Sparks, Wally	NO
White, Loren	NO
Ermeling, Barb	NO
Ziegler, Jon	NO
Maloney, Mark	NO
Xiong, Yee	NO
Fiene, Nate	YES

NEW BUSINESS

42. 2020 Fire Hydrant Painting

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

Motion by Maloney second by Ziegler to approve the 2020 fire hydrant painting.

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

Trustee	Voting
Sparks, Wally	YES
White, Loren	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	YES
Fiene, Nate	YES

- 43. Weston School East Neighborhood Reconstruction Project:**
a. Sidewalk on Arrow and Sunset St North of Kennedy Ave
b. Replacement Trees and Street Tree Planting

Motion by Ermeling second by Xiong to approve. Q/White said the Village should assess each residents desire to have sidewalks and look at changing the code to provide for a study of future cul-de-sacs length, number of residents and location, with the goal being pedestrian safety. The Village has a connectivity plan. Donner said we used to. The Village should replace trees removed with the same kind of trees, and allow a replacement with another species provided that there is no cost difference and the species desired by the homeowner is not listed as prohibited.

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

Trustee	Voting
Sparks, Wally	YES
White, Loren	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	YES
Fiene, Nate	YES

Motion by Ermeling second by Xiong to withdraw the motion.

There was a short discussion on the roads that will be reconstructed. It was indicted the only item to be assessed is the driveway approaches. Maloney does not feel the two cul-de-sacs should get the sidewalk.

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

Donner said since the process is being questioned, this should go to a public hearing process. An amendment would need to be made to the municipal code.

Sparks said this item will be sent back to the Plan Commission for a public hearing and have staff work on revising the ordinance.

44. Consideration of Creating a Veteran’s Memorial Park (Patriot Park) on the Proposed Patriot Auto Site at the Corner of Mount View Avenue and Schofield Avenue (3702 Schofield Avenue).

Jim Pinsonneault, with Patriot Auto, referred to a proposed site plan for the corner of Mount View Ave and Schofield Avenue. This is an undeveloped vacant parcel. He would like to work with the Village to put an attraction to draw up more traffic in the area. There was a short discussion on the maintenance of the memorial. He feels this would bring a lot of people to the area. White said a Veteran’s park is a good idea but feels an aircraft is too costly. Something similar to what is in Kennedy Park would be more appropriate than an aircraft. Maloney sees this site as retail and high traffic. A Veteran’s park should be in a quiet place. This is not the right spot.

Motion by Maloney second by Fiene to deny creating a Veteran’s Park and send to the Parks and Recreation Committee and Plan Commission for further review. Q/Sparks said the issue is the location and cost to the taxpayers.

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

Trustee	Voting
Sparks, Wally	YES
White, Loren	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	YES
Fiene, Nate	YES

45. Discussion and Possible Action on Protocol for Referring Work Requests to the Village Attorney

Sparks said requests for using the Village Attorney should be funneled through the Administrator, President or the entire Board of Trustees. Donner said requests from Directors always go before the Administrator. Xiong agrees with Sparks. White said this should be included in a guidebook or ordinance. He would be willing to work on it. He made a guidebook before he was voted out of office. Maloney does not want any kind of manual to follow.

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

Motion by Maloney second by Fiene to approve the Administrator, the President and the entire Board of Trustees be allowed to ask for help or service from the Attorney. Q/ Ermeling has concerns with just one board member contacting the attorney. Maloney said it is the entire board that would make the decision to contact the attorney. He also said the attorney needs to know this as well. Ermeling said it should be approved with a majority vote. Maloney agrees.

Motion by Maloney second by Fiene to amend the original motion to include a majority vote of the Board of Trustees.

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

Trustee	Voting
Sparks, Wally	YES
White, Loren	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	YES
Fiene, Nate	YES

All in favor of the original motion as amended.

46. Consideration to Sell 0.248-acre Lot at 7500 Compass Circle (Fieldcrest Lot 25)

Ermeling said in the past this was used to store snow. Donner also gave some history on the parcel.

Motion by Ermeling second by Maloney to return the property to the original owner.

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

Trustee	Voting
Sparks, Wally	YES
White, Loren	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	YES
Fiene, Nate	YES

47. Appoint Dan Higginbotham to the Extra-Territorial Zoning Committee to replace Randy Christiansen for the 2018-2021 term.

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

No action needed on this item. The Town of Weston will make the appointment tomorrow.

CLOSED SESSION

Consideration of motion to adjourn into closed session pursuant to Section 19.85(1)(c), Wis. Stats. for the purpose employment status and performance evaluation data of a public employee over which the Village Board exercises jurisdiction including discussion to allow a Village official to carry a weapon or firearm in all village owned buildings.

Motion by Xiong second by Maloney to convene to closed session at 8:50 p.m.

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

Trustee	Voting
Sparks, Wally	YES
White, Loren	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	YES
Fiene, Nate	YES

RECONVENE FROM CLOSED SESSION

Motion by Ziegler second by Maloney to reconvene from closed session at 9:10 p.m.

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

Trustee	Voting
Sparks, Wally	YES
White, Loren	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	YES
Fiene, Nate	YES

POSSIBLE ACTION ON CLOSED SESSION ITEM

Closed Session minutes on file in the Clerk's office.

REMARKS FROM TRUSTEES

No comments.

REMARKS FROM THE PRESIDENT

No comments.

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

FUTURE ITEMS

Next meeting date(s):

- June 1, 2020, Board of Trustees Regular Meeting at 6:00 p.m.
- June 15, 2020, Board of Trustees Regular Meeting at 6:00 p.m.
- June 16, 2020, Board of Review – 5:00 p.m. to 7:00 p.m.

ADJOURN

Motion by Fiene second by Ermeling to adjourn the meeting.

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

Trustee	Voting
Sparks, Wally	YES
White, Loren	YES
Ermeling, Barb	YES
Ziegler, Jon	YES
Maloney, Mark	YES
Xiong, Yee	YES
Fiene, Nate	YES

VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN
OFFICIAL MEETING MINUTES OF THE HUMAN RESOURCES COMMITTEE

Monday, February 24, 2020 @ 6:00 p.m.

AGENDA ITEMS.

1. **Call to Order & Welcome by Chairperson Fiene.**
Meeting called to order by Chairperson Fiene at 6:00 p.m.
2. **Roll Call by recording Secretary Flory.**

MEMBER	PRESENT
Fiene, Nate	YES
Hackbarth, Linda	YES
Schuster, Fred	YES
Simmons, Ryan	YES
Zeyghami, Hooshang	YES

3. **Approval of minutes from previous meeting.**

Motion by Schuster, second by Simmons to approve the minutes of January 27, 2020.

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

MEMBER	PRESENT
Fiene, Nate	YES
Hackbarth, Linda	YES
Schuster, Fred	YES
Simmons, Ryan	YES
Zeyghami, Hooshang	YES

4. **Public comments.**
There were no public comments made.

NEW BUSINESS

5. **Acknowledge Village of Weston/Everest Metro Police EAP Utilization Report**
Weinkauff stated this is for acknowledgement only. She also said it's good to see the employees are taking advantage of the EAP program.

Motion by Zeyghami, second by Hackbarth to acknowledge the Village of Weston/Everest Metro Police EAP Utilization Report

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

MEMBER	PRESENT
Fiene, Nate	YES
Hackbarth, Linda	YES
Schuster, Fred	YES
Simmons, Ryan	YES
Zeyghami, Hooshang	YES

6. Discussion of Sec. 5: Job Classification and Compensation of the Employee Personnel Policies and Procedures Handbook

Donner stated this is being brought back after a question was raised by the chair regarding the mid-point or market rate classification and compensation matrix. Chairperson Fiene had asked about the CPI and the word “proficient” being used in the policy. Donner said the Board adopted this policy. The mid-point of the pay grade compares to the market rate. Hackbarth referenced the performance bonuses language in section 5.12 and recommends the wording to be changed to merit increase. A rating scale should also be included in the policy. Hackbarth also referenced Section 5.10 and suggested there be clarification on moving new hires along to remain externally and internally aligned. She asked about a timeline for this. Donner says within 5 years they should be able to reach the mid-point of their pay grade.

7. Acknowledge “Ad-Hoc” Tele-Commuting Agreement for Valerie Parker, Planning & Development Department Technician

Schuster asked if Parker is answering department phone calls. Flory said that phone calls are being forwarded to the Assistant Planner. Hackbarth asked how her work was being monitored. Donner said there is a monitoring system in place. Parker is a trustworthy employee and staff has no worries that she is not doing what she is supposed to be doing. Zeyghami asked if Parker is using her time-off banks. Donner said yes. She has plenty of banked time.

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

MEMBER	PRESENT
Fiene, Nate	YES
Hackbarth, Linda	YES
Schuster, Fred	YES
Simmons, Ryan	YES
Zeyghami, Hooshang	YES

UNFISHED BUSINESS.

8. Update on options for filling vacancy of Aquatic Center Manager/Public Works Maintainer/Operator

Donner reported the YMCA provided the Village a proposal to manage the Aquatic Center. The proposal amount is \$35,000 for the first year, \$30,000 for the second year, and a 2% increase the third year. Marathon County provided a \$21,000 proposal, and the Village would continue to do the onboarding of Aquatic Center staff. Staff recommendation is to proceed with a 3-year YMCA contract. Osterbrink said the YMCA provided their proposal verbally. They will do the entire management. All employees will be employees of the

YMCA. The Park and Recreation Committee recommends the YMCA contract because it is a 3-year contract. The next step is to prepare a contract.

FUTURE ITEMS.

9. Next regular meeting date: March 23, 2020

10. Topics for future meetings.

11. Remarks from Staff.

Donner acknowledged Clerk's staff and the recent Feb 18th Election.

12. Remarks from Committee members.

Fiene also acknowledged the Clerk's staff and their hard work during the last election

13. Announcements.

None

ADJOURNMENT

Motion by Schuster, second by Simmons to adjourn the meeting at 6:43 p.m.

REQUEST FOR CONSIDERATION

Public Mtg/Date:	Board of Trustees, June 01, 2020
Description:	Re-opening Access to the Municipal Center.
From:	Keith Donner, P.E., Administrator
Question:	Approve/Acknowledge Administrator Recommendations for Re-opening Access to the Municipal Center.

Background

On May 13, the Wisconsin Supreme Court overturned the SAFER at HOME order issued by the Wisconsin Department of Health Services', Secretary Designee. Rather than rush to re-open the Municipal Center, the topic was discussed at the May 18, 2020 meeting of the Board of Trustees under the Administrator's report. There was a range of sentiment to going back to the pre-SAFER at HOME status of unrestricted access to maintaining the current status. The result of the discussion was taking a more deliberate approach to re-opening access to the Municipal Center facility. In a report to the Village Board of Trustees of May 22, 2020, the Administrator provided initial thoughts/recommendations for re-opening access to the Municipal Center.

A couple of questions have arisen in evaluating access to the facility by the public. An updated version of the May 22, 2020, recommendations is attached.

As bullet points the Administrator and staff are recommending – 1.) the installation of a ticket booth window in the wall between the southeast conference room and the entry vestibule. (This has been ordered, cost approx. \$1,700); 2.) the installation of an intercom in the vestibule for walk-up customers to contact a receptionist and forward the customer to an appropriate staff person. (Equipment was formerly installed at the Public Safety Building).

The preceding items relate to Building and Office Space Changes in the Administrator's recommendations and are made primarily in the interest of restricting public access to the building and staff safety. The difficult to control building access is one of the many shortcomings of this building but, with plans to replace the building in the next few years the Administrator has been reluctant to spend dollars on improvements. The recommended improvements can be made with modest expenditures and installed by staff.

The major operational change we wish to make permanent is the elimination of in-person bill pay. Instead customers would continue to use bill pay methods which do not require interaction with Village staff. This would reduce interruptions of staff during the workday, eliminate handling of cash and checks, and could free up staff capacity to accomplish other tasks. Other recommendations are felt to be the responsibility of the Administrator and staff and do not require Board of Committee action.

Attached Docs:	Recommendations on Municipal Facility Operation, May 28, 2020
Prior Review:	BOT meeting of May 18, 2020.

REQUEST FOR CONSIDERATION

FISCAL IMPACT: Vestibule modifications - \$2,500

-
- Recommendation:**
1. The Administrator recommends re-opening access to the Municipal Center by the public into the vestibule after the ticket window and intercom have been installed and made functional. This could be done as early as June 5 but, would more likely be a week later. Rather than set a date without having all materials in hand, the Administrator requests using these milestones for “re-opening” to the public.
 2. The Administrator recommends no longer accepting bill payments at the Municipal Center

Recommended Language for Official Action

I approve the recommendations of the Administrator to re-open access to the Municipal Center by the public into the vestibule after the ticket window and intercom have been installed and made functional and that the Village discontinues accepting bill payments at the Municipal Center

OR

Something else

Additional action: To be determined

As we consider bringing staff back and reinstating access to the facility by the public, the office staff was asked to complete a short survey to assess areas of concern. 15 of 20 respondents indicate satisfaction with precautions being taken for safety. 9 of 12 front-line respondents indicate to continue current efforts. While this is good, we can obviously do better and there are those who have been able to work remotely who feel more needs to be done before returning to the office. I share this sentiment but, also, I believe we will never please 100% of the population.

1. **Staff Reporting Location** – As long as the FFCRA is in place the recommendations are to provide flexible work arrangements to allow staff to continue to work differing hours, shifts, and work remotely when feasible. We have 3 situations which are evident – I) needing to be flexible to help care for children with school and daycare closures; II) family members who have underlying conditions which make them more susceptible to COVID, and III) concerns about workplace safety. It seems the latter is the only one the Village can influence. My intent is to have some of the staff who had been working remotely return June 1 with others to be determined. With changes implemented for building access by the public, intermittent rotating attendance and remote work should not be necessary except in special cases.

Once workplace safety has been addressed, unless there is a reason to continue flexible work arrangements, staff will be expected to return to the office. It is my perspective that our communication and workflow is impacted by the remote working arrangements and Zoom meetings vs. in-person contact.

2. **Workplace Safety** – This question could easily go to the philosophical level of the impossibility of zero risk. What we can do is improve practices to meet recommendations of the CDC and others.
 - a. **Additional Cleaning Effort to Mitigate Risk Exposure** - The Village has obtained daily assistance from DCE Schools during this time while schools have not been in session. The District has generously assigned custodial personnel and equipment to sanitize the Municipal Building and the Public Safety Building. The assistance from DCE is inevitably going to end but, my thought is the expectations for cleaning will extend for the future. This will require more cleaning effort and equipment.
 - i. **Jerry's Cleaning** – has been reduced to one day for the past 6 weeks since DCE has been assisting. Jerry's Cleaning has been instructed to return to a 2 day per week schedule and improve cleaning of the restrooms.
 - ii. **K-Tech** – will clean the carpets the weekend of May 30 and perform a thorough cleaning of the restrooms.
 - iii. **DCE** – will continue daily cleaning until either party decides to discontinue.
 - iv. **Cleaning equipment** –
 1. we have ordered a handheld misting device like the one loaned from DCE for elections. The cost of this is under \$500 but, delivery is probably out about 4 weeks or so.
 2. We are debating the order of the larger misting sprayer such as the one used by DCE on their daily cleaning. The cost of this is \$4,000 and delivery is indicated to be a 6 month wait. **(Could be ordered as part of the Routes to Recovery Grant)**

- b. **Personal Protective Equipment –**
 - i. **Hand sanitizer stations-** Scott and Roman are assessing the location and number of hand sanitizer stations in the building (entrances to main office, office areas, etc.) Additional stations may be recommended.
 - ii. **Personal hand sanitizer bottles –** 2 cases of 16 oz. hand sanitizer have been received as of Wednesday. These have been issued to individual employees for their vehicles and office spaces.
 - iii. **Masks –** The recommendation is to use masks when physical distancing is not possible. We will be developing a protocol for distribution of masks. Employees may provide their own masks at this time.

- c. **Building and Office Space Changes –**
 - i. **Building Access – My recommendation is to maintain the current status of building access; i.e. restricting access from the public and going to by appointment visits only.** Protocol for visitors having PPE may need to be considered. My reason for this recommendation though is more from the perspective of physical safety which we have been unable to provide until this latest situation with COVID has made limited access the new normal. I believe the residents have become accustomed to utilizing other than walk-in service and in any other business situation, it is necessary for people to make appointments which is what we would ask as well.
 - ii. **Install a ticket window for drop-off of documents (CSM's, plans, UPS envelopes) –** this would be into the airlock vestibule from the adjoining office. We would not propose to attend this for payments.
 - iii. **Eliminate in-person payments of bills –** already being practiced would like to make permanent.
 - iv. **Rearrange clerk staff seating (room assignments?) and/or add plexiglass dividers above cubicle dividers –** still under review, dependent on bill pay and staffing of southeast office, will need further discussion and review

- d. **Other**
 - i. **Community food/treat sharing –** It gets to the inhuman level but, by having these types of things available certainly creates opportunity for spread of stuff. Needs more discussion as well.
 - ii. **Maintenance of kitchen –** Kitchen space needs to be maintained to avoid staff eating at their workstations. I

I appreciate the Board's patience as we work toward completing our milestone items.

REQUEST FOR CONSIDERATION

Public Mtg/Date: Board of Trustees, June 1, 2020

Description: Routes to Recovery

From: Keith Donner, P.E., Administrator

Question: Informational

Background

On Wednesday the Governor released information about Routes to Recovery Grants totaling \$200 million statewide. The money is for costs related to COVID 19 response. [Weston has been allocated \\$254,105](#). More to learn on this issue as we go forward.

Attached Docs: Announcement from Wisconsin Dept. of Administration.

Prior Review: None

FISCAL IMPACT: TBD

Recommendation: TBD

Recommended Language for Official Action

Additional action: To be determined

Our local governments are on the front lines of supporting Wisconsin communities through the COVID-19 public health crisis and into recovery. That's why **"We're All In."**

Governor Evers and the Department of Administration (DOA) are launching the **Routes to Recovery: Local Government Aid Grants**. We are proud of the uniqueness and resiliency of every community in our state. The Routes to Recovery Grants will support local leaders in addressing some of their most urgent and unique recovery needs.

ROUTES TO RECOVERY

LOCAL GOVERNMENT AID GRANTS

\$200 Million

Every Wisconsin county, city, village, and town in Wisconsin will receive a Routes to Recovery Grant from a \$190 million fund funded by the federal Coronavirus Aid, Relief, and Economic Security (CARES) Act.

An additional \$10 million from this fund will provide Routes to Recovery Grants to Wisconsin's Tribal Partners.

> \$1 BILLION

The Routes to Recovery Grants are on-top of the \$1 billion in resources Governor Evers has already allocated for the state-wide response to COVID-19. These resources include the distribution of testing supplies, PPE, contact tracing, and other valuable resources to communities across the state.

UNIQUE ROUTES

The Routes to Recovery Grants **will reimburse all of Wisconsin's units of local government** for unbudgeted expenditures incurred this year due to the COVID-19 pandemic that have not already been covered through existing State of Wisconsin virus response efforts. Grants will cover reimbursements for the following categories:

- Emergency operations activities, including those related to public health, emergency services, and public safety response
- Purchases of personal protective equipment
- Cleaning/sanitizing supplies and services, including those related to elections administration
- Temporary isolation housing for infected or at-risk individuals
- Testing and contact tracing costs above those covered by existing State programs
- FMLA and sick leave for public health and safety employees to take COVID-19 precautions
- Meeting local match requirements for expenses submitted for reimbursement by FEMA

The determination of a local government's Routes to Recovery Grant amount is a formula based on the jurisdiction's population, as well as the priority of providing Wisconsin's units of local government no less than \$5,000, regardless of size of the population.

Visit [HERE](#) for more information, including the **Routes to Recovery Grant** allocations for Wisconsin municipalities and counties.



GOVERNOR
TONY EVERS



REQUEST FOR CONSIDERATION

Public Mtg/Date: Board of Trustees, June 1, 2020

Description: Village Vouchers from 5/11/20-5/21/20

From: Jessica Trautman, Finance Director

Question: Should the Board of Trustees approve payment of Village expenditures (vouchers) for the period of 5/11/20-5/21/20 in the amount of \$371,047.33? Check numbers were 52496-52577 and 90030. There were no manual payroll checks this period.

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

Committee Action: None.

FISCAL IMPACT: \$371,047.33 across various funds and departments.

Recommendation: Finance Director recommends approval.

Recommended Language for Official Action

I move to approve vouchers from 5/11/20-5/21/20.

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
52496									
05/20	05/15/20	52496	21135	AMERICAN MESSAGING	U1350110UE	AMERICAN MESSENGER MAY 2020	1	60-03-53780-290-000	18.75
05/20	05/15/20	52496	21135	AMERICAN MESSAGING	U1350110UE	AMERICAN MESSENGER MAY 2020	2	61-03-53613-290-000	18.76
Total 52496:									37.51
52497									
05/20	05/15/20	52497	20264	BROCK WHITE COMPANY	13856853-01	TREATMENT PLANT - CONCRETE CURB REPAIR SUPPLIES	1	60-03-53731-247-651	534.24
05/20	05/15/20	52497	20264	BROCK WHITE COMPANY	13887466-00	TREATMENT PLANT - CONCRETE CURB REPAIR SUPPLIES	1	60-03-53731-247-651	427.39
Total 52497:									106.85
52498									
05/20	05/15/20	52498	11160	CORE & MAIN LP	M154057	VALVE REPLACE (1) FOOTHILL/ALTA VERDE	1	60-00-18416-000-000	1,628.74
05/20	05/15/20	52498	11160	CORE & MAIN LP	M154187	VALVE REPLACE (1) KECK/BURNS	1	60-00-18416-000-000	1,628.74
05/20	05/15/20	52498	11160	CORE & MAIN LP	M154690	VALVE REPLACE (3) ROSS/CRESTWOOD	1	60-00-18416-000-000	7,227.90
Total 52498:									10,485.38
52499									
05/20	05/15/20	52499	21656	CORVINO, NICOLE	2020 POOL REFUN	2020 WESTON POOL PASS REFUND	1	22-00-46734-000-074	94.79
05/20	05/15/20	52499	21656	CORVINO, NICOLE	2020 POOL REFUN	2020 WESTON POOL PASS REFUND	2	22-00-24213-000-000	5.21
Total 52499:									100.00
52500									
05/20	05/15/20	52500	4910	FASTENAL COMPANY	WISCH325312	SHOP SUPPLIES	1	10-03-53310-390-000	19.82
05/20	05/15/20	52500	4910	FASTENAL COMPANY	WISCH325312	SIGN SHOP SUPPLIES-BAND SAW BLADE	2	10-03-53310-390-000	39.10
05/20	05/15/20	52500	4910	FASTENAL COMPANY	WISCH325548	PPE DISPOSABLE GLOVES	1	10-03-53310-161-000	16.35
05/20	05/15/20	52500	4910	FASTENAL COMPANY	WISCH325548	SHOP SUPPLIES	2	10-03-53310-390-000	24.30
05/20	05/15/20	52500	4910	FASTENAL COMPANY	WISCH325576	BITS TO REPAIR FLUSHING NOZZEL	1	60-03-53740-314-662	56.03
05/20	05/15/20	52500	4910	FASTENAL COMPANY	WISCH325783	SHOP SUPPLIES	1	10-03-53310-390-000	23.95
Total 52500:									179.55
52501									
05/20	05/15/20	52501	5390	FRED MUELLER AUTOMOTIVE INC	233991	WATER UTILITY OIL FILTERS	1	60-03-53766-352-000	27.54
Total 52501:									27.54

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount	
52502	05/20	05/15/20	52502	22009	GEBERT, PATRICK	RESTITUTION APR	RESTITUTION-KUFAHL CIT# 323132188	1	10-00-24425-000-000	12.60
Total 52502:									12.60	
52503	05/20	05/15/20	52503	20205	HYDRITE CHEMICAL CO	02359041	CREDIT - 52 SOD HYPOCHLOR	1	60-03-53730-366-000	65.40
05/20	05/15/20	52503	20205	HYDRITE CHEMICAL CO	02360917	104 SOD HYPOCHLOR, 2600 CAUS SODA LIQ	1	60-03-53730-366-000	1,531.08	
05/20	05/15/20	52503	20205	HYDRITE CHEMICAL CO	02360918	52 SOD HYPOCHLOR, 3250 CAUS SODA LIQ	1	60-03-53730-366-000	1,634.04	
05/20	05/15/20	52503	20205	HYDRITE CHEMICAL CO	02360920	1950 SOD HYPOCHLOR	1	60-03-53730-366-000	819.00	
05/20	05/15/20	52503	20205	HYDRITE CHEMICAL CO	02360921	312 SOD HYPOCHLOR, 650 CAUS SODA LIQ	1	60-03-53730-366-000	1,293.24	
Total 52503:									5,211.96	
52504	05/20	05/15/20	52504	7140	HYDROCORP	0057169-IN	CROSS CONNECTION CONTROL INSPECTION: APR 2020	1	60-03-53762-256-000	1,350.00
Total 52504:									1,350.00	
52505	05/20	05/15/20	52505	22039	JAVORSKI, LINDSEY	COURT OVRPMT R	COURT OVERPAYMENT REFUND	1	10-00-21000-000-000	63.02
Total 52505:									63.02	
52506	05/20	05/15/20	52506	9080	LINCOLN CONTRACTORS SUPPLY IN	M77531	MARKING PAINT	1	10-03-53310-354-000	107.76
Total 52506:									107.76	
52507	05/20	05/15/20	52507	9910	MARATHON COUNTY TREASURER	APR 2020	APRIL 2020 SURCHARGES	1	10-00-45111-000-000	1,050.40
Total 52507:									1,050.40	
52508	05/20	05/15/20	52508	22038	MARTIN, LEON	MAY2020	FARMERS MARKET TOKENS	1	81-06-56940-349-000	135.00
Total 52508:									135.00	
52509	05/20	05/15/20	52509	10230	MID-AMERICAN RESEARCH CHEMICA	0695817-IN	DISINFECTANT	1	10-03-53310-344-000	131.26

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
Total 52509:									131.26
52510									
05/20	05/15/20	52510	19860	NORTHERN LAKE SERVICE INC	377078	WATER TESTING: IRON/MAGANESE PRE-FLUSH SAMPLES	1	60-03-53730-294-000	600.00
Total 52510:									600.00
52511									
05/20	05/15/20	52511	22003	PRIMADATA LLC	50437	PRIMADATA POSTAGE 5/1/20	1	60-03-53771-311-000	389.45
05/20	05/15/20	52511	22003	PRIMADATA LLC	50437	PRIMADATA POSTAGE 5/1/20	2	61-03-53612-311-000	389.44
05/20	05/15/20	52511	22003	PRIMADATA LLC	50437	PRIMADATA POSTAGE 5/1/20	3	63-03-53652-311-000	389.45
Total 52511:									1,168.34
52512									
05/20	05/15/20	52512	13420	RENT-A-FLASH OF WI INC	70495	TRAFFIC CONTROL SIGNAGE PURCHASE	1	10-03-53310-239-000	53.68
05/20	05/15/20	52512	13420	RENT-A-FLASH OF WI INC	70496	WATERMAIN REPAIR TRAFFIC CONTROL	1	60-03-53761-290-000	53.68
Total 52512:									107.36
52513									
05/20	05/15/20	52513	20795	RIVER VIEW CONSTRUCTION INC	36772	GRASS SEED	1	10-03-53310-365-000	352.50
Total 52513:									352.50
52514									
05/20	05/15/20	52514	14320	SCHIERL SALES CORPORATION	MAY2020	LICENSE OVERPAYMENT ON CK#235929	1	10-00-21000-000-000	40.00
Total 52514:									40.00
52515									
05/20	05/15/20	52515	14330	SCHIERL TIRE & SERVICE CENTERS	35-87876	TIRE REPLACEMENT AND REPAIR #143 AND #142	1	10-05-55210-242-000	64.12
Total 52515:									64.12
52516									
05/20	05/15/20	52516	14430	SCHOFIELD, CITY OF	APR 2020	ALLOCATED TOTALS TO MUNICIPALITY: APR 2020	1	10-00-24425-000-000	3,502.86
Total 52516:									3,502.86

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
52517									
05/20	05/15/20	52517	22041	SUCHOMSKI, JESSICA	2020 POOL REFUN	2020 JOINT POOL PASS REFUND	1	22-00-46734-000-045	132.70
05/20	05/15/20	52517	22041	SUCHOMSKI, JESSICA	2020 POOL REFUN	2020 JOINT POOL PASS REFUND	2	22-00-24213-000-000	7.30
Total 52517:									140.00
52518									
05/20	05/15/20	52518	22040	TAPPE, FOREST	RESTITUTION APR	RESTITUTION-KUFAHL CIT# 323132188	1	10-00-24425-000-000	7.40
Total 52518:									7.40
52519									
05/20	05/15/20	52519	16670	UPS	0000591784150	SHIPPING FOR MILITARY ABSENTEE BALLOT	1	10-01-51440-311-000	12.43
Total 52519:									12.43
52520									
05/20	05/15/20	52520	12750	US POSTAL SERVICE	MAY2020	PERMIT 20 RENEWAL: 2020	1	10-01-51450-311-000	240.00
Total 52520:									240.00
52521									
05/20	05/15/20	52521	17540	WAUSAU, CITY OF	1294908	1ST QUARTER BOARD MEETING VIDEO RECORDING	1	10-01-51450-290-000	630.00
Total 52521:									630.00
52522									
05/20	05/15/20	52522	17520	WAUSAU/CENTRAL WISCONSIN CVB	Q1 2020	Q1 2020 ROOM TAXES-CVB PORTION	1	29-06-56729-590-000	21,930.51
05/20	05/15/20	52522	17520	WAUSAU/CENTRAL WISCONSIN CVB	Q1 2020	Q1 2020 ROOM TAXES-WESTON PORTION	2	29-06-56729-590-000	12,183.62
05/20	05/15/20	52522	17520	WAUSAU/CENTRAL WISCONSIN CVB	Q1 2020	2019 COMMISSION MEMBER WAGES	3	29-00-13800-000-000	387.54
Total 52522:									33,726.59
52523									
05/20	05/15/20	52523	18090	WESTON, TOWN OF	APR 2020	ALLOCATED TOTALS TO MUNICIPALITY: APR 2020	1	10-00-24425-000-000	150.00
Total 52523:									150.00
52524									
05/20	05/15/20	52524	19070	WI STATE LABORATORY OF HYGIENE	632980	FLOURIDE TESTING- APR 2020	1	60-03-53730-294-000	26.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
Total 52524:									26.00
52525									
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2457-00012 APR 20	HARLYN L/S: 3/24-4/22/2020	1	61-03-53610-222-000	193.82
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2457-00012 APR 20	FOX ST L/S: 3/24-4/22/2020	2	61-03-53610-222-000	553.18
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2457-00012 APR 20	FOX ST L/S: 3/24-4/22/2020	3	61-03-53610-224-000	25.26
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2457-00012 APR 20	JELINEK/MESKER L/S: 3/24-4/22/2020	4	61-03-53610-222-000	2,422.20
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2457-00012 APR 20	JELINEK/MESKER L/S: 3/24-4/22/2020	5	61-03-53610-224-000	44.44
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2457-00012 APR 20	KATHLEEN L/S: 3/24-4/22/2020	6	61-03-53610-222-000	45.89
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2457-00012 APR 20	EC RIVER L/S: 3/24-4/22/2020	7	61-03-53610-222-000	267.62
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2457-00012 APR 20	EC RIVER L/S: 3/24-4/22/2020	8	61-03-53610-224-000	19.85
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2457-00012 APR 20	TANYA L/S: 3/24-4/22/2020	9	61-03-53610-222-000	133.29
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2457-00012 APR 20	BUS PK SOUTH L/S: 3/24-4/22/2020	10	61-03-53610-222-000	52.97
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2457-00012 APR 20	EVERGREEN POINTE L/S: 3/24-4/22/2020	11	61-03-53610-222-000	84.00
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2457-00012 APR 20	PARK TERRACE L/S: 3/24-4/22/2020	12	61-03-53610-222-000	36.32
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2457-00012 APR 20	RYAN ST L/S: 3/24-4/22/2020	13	61-03-53610-222-000	262.38
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2457-00012 APR 20	HERITAGE HILLS L/S: 3/24-4/22/2020	14	61-03-53610-222-000	60.69
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2457-00012 APR 20	ROSS AVE L/S: 3/24-4/22/2020	15	61-03-53610-222-000	107.65
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2457-00012 APR 20	ROSS AVE L/S: 3/24-4/22/2020	16	61-03-53610-224-000	18.58
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2457-00012 APR 20	COLLEEN/MESKER L/S: 3/24-4/22/2020	17	61-03-53610-222-000	229.27
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2457-00012 APR 20	COLLEEN/MESKER L/S: 3/24-4/22/2020	18	61-03-53610-224-000	19.01
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00038 APR 20	NEUPERT: 3/24-4/23/2020	1	10-05-55340-222-000	50.22
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00038 APR 20	NEUPERT: 3/24-4/23/2020	2	10-05-55340-224-000	29.03
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00132 APR 20	QUENTIN SHELTER: 1/23-2/20/2020	1	10-05-55210-222-000	28.07
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00132 APR 20	ROGAN: 1/23-2/20/2020	2	10-05-55210-222-000	28.07
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00132 APR 20	KENNEDY: 1/23-2/20/2020	3	10-05-55210-222-000	28.07
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00132 APR 20	NORTHWESTERN: 1/23-2/20/2020	4	10-05-55210-222-000	29.00
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00132 APR 20	PKWY SHELTER: 1/23-2/20/2020	5	10-05-55210-222-000	28.07
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00132 APR 20	NORTHWESTERN PK: 1/23-2/20/2020	6	10-05-55210-222-000	28.07
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00132 APR 20	ROBINWOOD: 1/23-2/20/2020	7	10-05-55210-222-000	28.07
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00132 APR 20	ALTA VERDE: 1/23-2/20/2020	8	10-05-55210-222-000	72.87
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00132 APR 20	ALTA VERDE: 1/23-2/20/2020	9	10-05-55210-224-000	46.47
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00132 APR 20	WIFI @ KEN PK: 1/23-2/20/2020	10	10-05-55210-222-000	29.68
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00134 APR 20	FOREMOST WELL/TOWER: 3/24-4/22/2020	1	60-03-53720-222-000	2,316.63
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00134 APR 20	MESKER WELL: 3/24-4/22/2020	2	60-03-53720-222-000	670.69
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00134 APR 20	MESKER WELL: 3/24-4/22/2020	3	60-03-53720-224-000	69.96
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00134 APR 20	WTP/STERNBERG WELL: 3/24-4/22/2020	4	60-03-53720-222-000	1,105.79
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00134 APR 20	WTP/STERNBERG WELL: 3/24-4/22/2020	5	60-03-53730-222-000	1,105.79
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00134 APR 20	WTP/STERNBERG WELL: 3/24-4/22/2020	6	60-03-53720-224-000	106.85
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00134 APR 20	WTP/STERNBERG WELL: 3/24-4/22/2020	7	60-03-53730-224-000	106.86

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05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00134 APR 20	EVEREST TOWER: 3/24-4/22/2020	8	60-03-53740-222-000	117.07
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00134 APR 20	ALTA VERDE WELL: 3/24-4/22/2020	9	60-03-53720-222-000	841.05
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00134 APR 20	ALTA VERDE WELL: 3/24-4/22/2020	10	60-03-53720-224-000	75.81
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00134 APR 20	BUS PARK TOWER: 3/24-4/22/2020	11	60-03-53740-222-000	94.82
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00134 APR 20	BLOEDEL WELL: 3/24-4/22/2020	12	60-03-53720-222-000	1,241.39
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00134 APR 20	BLOEDEL WELL: 3/24-4/22/2020	13	60-03-53720-224-000	38.64
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00134 APR 20	SUMMIT TOWER: 3/24-4/22/2020	14	60-03-53740-222-000	47.90
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00134 APR 20	RIPPLING CREEK WELL: 3/24-4/22/2020	15	60-03-53720-222-000	822.10
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00134 APR 20	RIPPLING CREEK WELL: 3/24-4/22/2020	16	60-03-53720-224-000	66.20
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	COMM CTR - IRRIG : 3/24-4/22/2020	1	10-03-53317-222-000	56.63
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	BARBICAN AVE - IRRIG : 3/24-4/22/2020	2	10-03-53317-222-000	28.56
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	ENT. WAY - TRAF LIGHTS: 3/24-4/22/2020	3	10-03-53311-222-000	79.52
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	COMM CTR - ST LIGHTING: 3/24-4/22/2020	4	10-03-53420-222-000	81.94
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	BARBICAN AVE - ST LIGHTING: 3/24-4/22/2020	5	10-03-53420-222-000	156.85
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	ENT WAY FNTN - ST LIGHTING: 3/24-4/22/2020	6	10-03-53420-222-000	28.07
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	VILLAGE - ST LIGHTING: 3/24-4/22/2020	7	10-03-53420-222-000	13,598.61
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	ROSS - TRAF LIGHTS : 3/24-4/22/2020	8	10-03-53311-222-000	73.68
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	LANDFILL: 3/24-4/22/2020	9	18-03-53631-222-000	105.33
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	VALDRES/BARBICAN - IRRIG: 3/24-4/22/2020	10	10-03-53317-222-000	28.07
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	SCHOF/CHERRY - IRRIG : 3/24-4/22/2020	11	10-03-53317-222-000	28.56
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	MINISTRY - ST LIGHTING: 3/24-4/22/2020	12	10-03-53420-222-000	172.26
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	SHOREY - WARNING SIREN: 3/24-4/22/2020	13	10-02-52910-222-000	29.88
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	EVEREST/CP - TRAF LIGHTS: 3/24-4/22/2020	14	10-03-53311-222-000	80.72
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	ST CLARE'S PUMP - IRRIG: 3/24-4/22/2020	15	10-03-53317-222-000	28.46
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	MINISTRY - IRRIG : 3/24-4/22/2020	16	10-03-53317-222-000	28.46
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	EVEREST - WARNING SIREN: 3/24-4/22/2020	17	10-02-52910-222-000	29.68
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	BIRCH/WESTON - ST LIGHTING: 3/24-4/22/2020	18	10-03-53420-222-000	113.92
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	BIRCH/SCHOF - ST LIGHTING : 3/24-4/22/2020	19	10-03-53420-222-000	140.83
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	RECYCLE SHED: 3/24-4/22/2020	20	10-03-53312-222-000	36.23
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	WESTON/CTYX - TRAF LIGHTS : 3/24-4/22/2020	21	10-03-53311-222-000	151.59
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	ALDERSON/SCHOF - ST LIGHTING : 3/24-4/22/2020	22	10-03-53420-222-000	106.63
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	NORMANDY/SCHOF - ST LIGHTING: 3/24-4/22/2020	23	10-03-53420-222-000	102.67
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	CAMP PHIL - FLASH SIGN: 3/24-4/22/2020	24	10-03-53311-222-000	28.46
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	BIRCH/WESTON - TRAF LIGHTS : 3/24-4/22/2020	25	10-03-53311-222-000	56.66
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	CROSS POINTE - ST LIGHTING: 3/24-4/22/2020	26	10-03-53420-222-000	168.60
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	STONE RIDGE - IRRIG: 3/24-4/22/2020	27	10-03-53317-222-000	28.07
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	HOWLAND AVE - ST LIGHTING: 3/24-4/22/2020	28	10-03-53420-222-000	55.36
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	SHOREY - ST LIGHTING: 3/24-4/22/2020	29	10-03-53420-222-000	36.24
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	BUS PK - ST LIGHTING: 3/24-4/22/2020	30	10-03-53420-222-000	456.03
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	MEURET LN - ST LIGHTING: 3/24-4/22/2020	31	10-03-53420-222-000	28.07
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	CTY RD J-SIGN - ST LIGHTING : 3/24-4/22/2020	32	10-03-53420-222-000	31.10

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05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	ALDERSON/SCHOF - TRAF LIGHTS : 3/24-4/22/2020	33	10-03-53311-222-000	52.44
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	BIRCH/SCHOF - TRAF LIGHTS: 3/24-4/22/2020	34	10-03-53311-222-000	56.17
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	CP/SCHOF - TRAF LIGHTS: 3/24-4/22/2020	35	10-03-53311-222-000	59.99
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	SCHOFIELD - TRAF LIGHTS: 3/24-4/22/2020	36	10-03-53311-222-000	52.33
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	ZINSER - WAY FINDING SIGNS: 3/24-4/22/2020	37	10-03-53420-222-000	36.51
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	RICKYVAL - WAY FINDING SIGNS: 3/24-4/22/2020	38	10-03-53420-222-000	34.61
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	RYAN - WAY FINDING SIGNS: 3/24-4/22/2020	39	10-03-53420-222-000	28.07
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	WESTON/PROG - WAY FINDING SIGNS: 3/24-4/22/2020	40	10-03-53420-222-000	32.09
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	MUSKIE - WARNING SIREN: 3/24-4/22/2020	41	10-02-52910-222-000	29.79
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	JELINEK - SPEED SIGN: 3/24-4/22/2020	42	10-03-53311-222-000	29.48
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	WINDSOR DR - AERATOR: 3/24-4/22/2020	43	63-03-53655-222-000	28.07
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	BIRCH - PED BRIDGE LIGHTING: 3/24-4/22/2020	44	10-03-53420-222-000	79.21
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	MUN CTRELECTRIC: 3/24-4/22/2020	45	10-01-51600-222-000	920.97
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2484-00166 APR 20	MUN CTRNATURAL GAS: 3/24-4/22/2020	46	10-01-51600-224-000	606.25
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2951364493	G&& B PROPERTY ELECTRIC 3/31-4/22	1	10-01-51600-222-000	82.93
05/20	05/15/20	52525	18990	WISCONSIN PUBLIC SERVICE	2951364493	G&& B PROPERTY ELECTRIC 3/31-4/22	2	10-01-51600-224-000	150.65
Total 52525:									32,284.96
52526									
05/20	05/15/20	52526	19951	YDE LAW FIRM, S.C.	May Invoice	4/20 BUS PARK POTENTIAL LAND SALE	1	40-06-56740-212-000	55.50
05/20	05/15/20	52526	19951	YDE LAW FIRM, S.C.	May Invoice	4/17-5/8 BRIEFER	2	10-01-51300-212-000	275.00
05/20	05/15/20	52526	19951	YDE LAW FIRM, S.C.	May Invoice	4/17-5/8 SOCIAL MEDIA	3	10-01-51300-212-000	999.00
05/20	05/15/20	52526	19951	YDE LAW FIRM, S.C.	May Invoice	4/17-5/8 GENERAL	4	10-01-51300-212-000	92.50
05/20	05/15/20	52526	19951	YDE LAW FIRM, S.C.	May Invoice	4/17-5/8 PROSOSKI	5	10-01-51300-212-000	222.00
05/20	05/15/20	52526	19951	YDE LAW FIRM, S.C.	May Invoice	4/17-5/8 ANIMAL HOSPITAL	6	10-01-51300-212-000	92.50
05/20	05/15/20	52526	19951	YDE LAW FIRM, S.C.	May Invoice	4/17 SBA TOWERS	7	10-01-51300-212-000	37.00
05/20	05/15/20	52526	19951	YDE LAW FIRM, S.C.	May Invoice	4/30-5/4 UHAUL	8	10-01-51300-212-000	111.00
Total 52526:									1,884.50
52543									
05/20	05/21/20	52543	2500	ADVANCE AUTO PARTS	2763-379111	GLOVES FOR VAN 3, 5 AND VAC #4	1	60-03-53740-349-000	38.70
05/20	05/21/20	52543	2500	ADVANCE AUTO PARTS	2763-379111	GLOVES FOR VAN 3, 5 AND VAC #4	2	61-03-53610-349-000	19.35
05/20	05/21/20	52543	2500	ADVANCE AUTO PARTS	2763-379912	PARTS FOR TRUCK 6	1	10-05-55210-241-000	73.23
Total 52543:									131.28
52544									
05/20	05/21/20	52544	21135	AMERICAN MESSAGING	U1350112UE	STREET DEPT PAGER MAY 2020	1	10-03-53310-226-000	50.78

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
Total 52544:									50.78
52545									
05/20	05/21/20	52545	1120	AYRES ASSOCIATES INC	186513	AERIAL PHOTOGRAPHY PROJ - 2020 FIRST PAYMENT	1	60-03-53750-290-000	3,094.00
05/20	05/21/20	52545	1120	AYRES ASSOCIATES INC	186513	AERIAL PHOTOGRAPHY PROJ - 2020 FIRST PAYMENT	2	61-03-53607-290-000	3,094.00
Total 52545:									6,188.00
52546									
05/20	05/21/20	52546	22024	BAYSIDE PRINTING, LLC	137212	BAYSIDE PRINTING 051520	1	60-03-53771-311-000	149.40
05/20	05/21/20	52546	22024	BAYSIDE PRINTING, LLC	137212	BAYSIDE PRINTING 051520	2	61-03-53612-311-000	149.40
05/20	05/21/20	52546	22024	BAYSIDE PRINTING, LLC	137212	BAYSIDE PRINTING 051520	3	63-03-53652-311-000	149.40
Total 52546:									448.20
52547									
05/20	05/21/20	52547	1530	BECHER-HOPPE ASSOC INC	21943	HARLYN AVE LIFT STATION CONSTRUCTION SERVICES (NO	1	61-00-18342-000-000	1,681.96
05/20	05/21/20	52547	1530	BECHER-HOPPE ASSOC INC	21945	ZINSER ST CONSTRUCTION SERVICES (FEB AND MARCH 20	1	42-07-57336-290-457	889.02
05/20	05/21/20	52547	1530	BECHER-HOPPE ASSOC INC	21945	ZINSER ST CONSTRUCTION SERVICES (FEB AND MARCH 20	2	60-03-53761-290-000	990.35
05/20	05/21/20	52547	1530	BECHER-HOPPE ASSOC INC	21945	ZINSER ST CONSTRUCTION SERVICES (FEB AND MARCH 20	3	61-03-53603-290-000	423.78
Total 52547:									3,985.11
52548									
05/20	05/21/20	52548	5720	CINTAS	1901280290	RACZKOWSKI POLOS	1	10-00-13802-000-000	68.93
Total 52548:									68.93
52549									
05/20	05/21/20	52549	21604	COLEMAN, THERESA	APR2020	COLEMAN MILEAGE - APRIL 2020	1	60-03-53780-334-000	71.50
05/20	05/21/20	52549	21604	COLEMAN, THERESA	APR2020	COLEMAN MILEAGE - APRIL 2020	2	61-03-53613-334-000	71.49
05/20	05/21/20	52549	21604	COLEMAN, THERESA	APR2020	COLEMAN MILEAGE - APRIL 2020	3	10-01-51440-334-000	71.49
Total 52549:									214.48
52550									
05/20	05/21/20	52550	3310	COUNTY MATERIALS CORPORATION	3392491-00	STORM SEWER MANHOLE COVER	1	63-03-53655-360-000	270.00
05/20	05/21/20	52550	3310	COUNTY MATERIALS CORPORATION	3392566-00	STORM INLET BASES AND ADJUSTING RINGS	1	63-03-53655-360-000	1,260.00
05/20	05/21/20	52550	3310	COUNTY MATERIALS CORPORATION	3395143-00	INLET CONCRETE ADJUSTING RINGS	1	63-03-53655-360-000	390.00-
05/20	05/21/20	52550	3310	COUNTY MATERIALS CORPORATION	3399504-00	STORM SEWER MANHOLE COVER	1	63-03-53655-360-000	480.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
Total 52550:									1,620.00
52551									
05/20	05/21/20	52551	4020	D&L SIGNS LLC	11928	BUSINESS PARK FLAG POLE REPAIR	1	40-06-56771-290-000	393.75
Total 52551:									393.75
52552									
05/20	05/21/20	52552	7180	DEX MEDIA LLC	MAY2020	ADVERTISING CONTRACT: MAY 2020	1	10-01-51450-326-000	39.27
Total 52552:									39.27
52553									
05/20	05/21/20	52553	19843	DIVERSIFIED BENEFIT SERVICES	305485	(10) VOW FLEX ADMIN FEES- MAY 2020	1	10-01-51430-163-000	78.97
05/20	05/21/20	52553	19843	DIVERSIFIED BENEFIT SERVICES	305485	(9) METRO FLEX ADMIN FEES- MAY 2020	2	10-00-14510-000-000	71.03
Total 52553:									150.00
52554									
05/20	05/21/20	52554	20369	FERGUSON WATERWORKS #1476	0299979	HDPE CULVERTS-VARIOUS SIZES	1	63-03-53655-360-000	7,019.10
05/20	05/21/20	52554	20369	FERGUSON WATERWORKS #1476	CM027844	MISTY PINES DRAINAGE ITEMS	1	63-03-53655-390-000	209.00
Total 52554:									6,810.10
52555									
05/20	05/21/20	52555	5490	GANNETT WISCONSIN MEDIA	0004172932	BOARD OF REVIEW NOTICE	1	10-01-51160-321-000	19.68
Total 52555:									19.68
52556									
05/20	05/21/20	52556	21632	GREEN VALLEY SEPTIC	MT1422	RYAN ST - PORTABLE TOILET RENTAL	1	18-03-53636-290-000	135.00
Total 52556:									135.00
52557									
05/20	05/21/20	52557	8460	K-TECH KLEENING SYSTEMS INC	7972	PARK PAPER PRODUCTS/CLEANING CHEMICALS	1	10-05-55210-390-000	783.50
05/20	05/21/20	52557	8460	K-TECH KLEENING SYSTEMS INC	7972	POOL PAPER PRODUCTS/CLEANING CHEMICALS	2	22-05-55420-344-000	552.75
Total 52557:									1,336.25

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
52558									
05/20	05/21/20	52558	19567	LINDER ELECTRIC MOTORS INC	60092	NEW PUMP FOR FILTER TANK	1	22-05-55420-247-000	2,979.68
Total 52558:									2,979.68
52559									
05/20	05/21/20	52559	9200	LONDERVILLE STEEL ENTERPRISES	564263	STEEL FOR KAYAK LAUNCH	1	42-07-57626-390-000	2,780.74
Total 52559:									2,780.74
52560									
05/20	05/21/20	52560	9810	MARATHON COUNTY HEALTH DEPT	20012113	5 BAC-T SAMPLES	1	60-03-53730-294-000	55.00
05/20	05/21/20	52560	9810	MARATHON COUNTY HEALTH DEPT	20050603	1 BAC-T SAMPLES	1	60-03-53730-294-000	11.00
05/20	05/21/20	52560	9810	MARATHON COUNTY HEALTH DEPT	20050604	4 BAC-T SAMPLES	1	60-03-53730-294-000	44.00
05/20	05/21/20	52560	9810	MARATHON COUNTY HEALTH DEPT	20051204	5 BAC-T SAMPLES	1	60-03-53730-294-000	55.00
Total 52560:									165.00
52561									
05/20	05/21/20	52561	20030	MARATHON TOWN & COUNTRY STOR	233353	LANDSCAPING SUPPLIES	1	10-05-55210-365-000	533.08
Total 52561:									533.08
52562									
05/20	05/21/20	52562	20887	MARTELLE WATER TREATMENT INC	19844	AQUADENE - 440 GALLONS	1	60-03-53730-366-000	5,388.00
Total 52562:									5,388.00
52563									
05/20	05/21/20	52563	21947	MCCOY CONSTRUCTION & FORESTR	121416	2015 USED GRADER PURCHASE (2020 CIP)	1	44-07-57324-814-000	205,000.00
Total 52563:									205,000.00
52564									
05/20	05/21/20	52564	10110	METRO FIRE PROTECTION INC	43391	ANNUAL FIRE EXT INSPECTION MAINT (5#/10#)- MUN CTR 20	1	10-01-51600-247-000	37.00
05/20	05/21/20	52564	10110	METRO FIRE PROTECTION INC	43391	ANNUAL FIRE EXT INSPECTION MAINT (2.5#/5#/10#)- SHOP 2	2	10-03-53310-247-000	296.00
05/20	05/21/20	52564	10110	METRO FIRE PROTECTION INC	43391	ANNUAL FIRE EXT INSPECTION MAINT (2.5#/10#): PARKS 202	3	10-05-55210-390-000	176.00
05/20	05/21/20	52564	10110	METRO FIRE PROTECTION INC	43391	ANNUAL FIRE EXT INSPECTION MAINT (5#/10#/2.5#) WATER	4	60-03-53720-349-000	49.50
Total 52564:									558.50

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
52565									
05/20	05/21/20	52565	21902	MIESKA, JOHN	2020-01	TREE CUTTING ON ROSS AVE	1	10-03-53310-365-000	500.00
Total 52565:									500.00
52566									
05/20	05/21/20	52566	3410	NASSCO INC	S2620686.001	POOL CLEANING SUPPLIES	1	22-05-55420-344-000	403.02
05/20	05/21/20	52566	3410	NASSCO INC	S2620686.001	PARK CLEANING SUPPLIES	2	10-05-55210-390-000	81.84
Total 52566:									484.86
52567									
05/20	05/21/20	52567	11480	NORCON CORPORATION	3021	CURB AND DRIVEWAY APRON REPAIRS FOR VALVE REPLAC	1	60-00-18416-000-000	3,146.83
Total 52567:									3,146.83
52568									
05/20	05/21/20	52568	12460	PGA INC	527219	WATER LATERAL ABANDONMENT AT 6005 MESKER	1	60-03-53762-290-000	2,010.00
05/20	05/21/20	52568	12460	PGA INC	527219	SEWER LATERAL ABANDONMENT FOR 6005 MESKER	2	61-03-53603-290-000	2,010.00
05/20	05/21/20	52568	12460	PGA INC	527220	ALTA VERDE AND FOOTHILL VALVE REPAIR	1	60-00-18416-000-000	5,808.50
05/20	05/21/20	52568	12460	PGA INC	527221	VALVE REPAIRS: KECK AND BURNS	1	60-00-18416-000-000	3,448.00
05/20	05/21/20	52568	12460	PGA INC	527222	VALVE REPAIRS: ROSS AND CRESTWOOD	1	60-00-18416-000-000	6,763.75
05/20	05/21/20	52568	12460	PGA INC	527223	HYDRANT REPLACEMENT AT FOOTHILL AND LAWNDALE	1	60-00-18414-000-000	4,168.75
Total 52568:									24,209.00
52569									
05/20	05/21/20	52569	13840	ROTHSCHILD, VILLAGE OF	MAY2020	BUILDING PERMIT - HARLYN LS	1	61-03-53613-290-000	350.00
Total 52569:									350.00
52570									
05/20	05/21/20	52570	20394	SCHROEDER'S FLOWERS	167621	FLOWERS FOR ANNUAL PLANTERS	1	10-05-55210-365-000	673.30
Total 52570:									673.30
52571									
05/20	05/21/20	52571	10520	SECURIAN FINANCIAL GROUP INC	JUN2020	VOW PREMIUM: JUN 2020	1	10-00-21531-000-000	1,053.61
Total 52571:									1,053.61

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
52572									
05/20	05/21/20	52572	15780	SUN PRINTING INC	112208	DOOR HANGERS 04-30-20	1	60-03-53771-311-000	692.00
05/20	05/21/20	52572	15780	SUN PRINTING INC	112396	POST CARD MAILING FOR MOVING POLLING LOCATION	1	10-01-51440-311-000	1,534.75
05/20	05/21/20	52572	15780	SUN PRINTING INC	112396	POST CARD MAILING FOR MOVING POLLING LOCATION	2	10-01-51440-312-000	636.00
Total 52572:									2,862.75
52573									
05/20	05/21/20	52573	21247	SYNCHRONY BANK/AMAZON	MAY2020	PARTS TO FIX SHOP LIGHTS	1	10-03-53310-247-000	146.60
05/20	05/21/20	52573	21247	SYNCHRONY BANK/AMAZON	MAY2020	SPRAY GUN FOR SEWER UTILITY	2	61-03-53610-314-000	26.98
05/20	05/21/20	52573	21247	SYNCHRONY BANK/AMAZON	MAY2020	FEES AND INTEREST ON CREDIT CARD	3	10-01-51450-317-000	64.94
Total 52573:									238.52
52574									
05/20	05/21/20	52574	16710	USA BLUE BOOK	217429	POLYPHOSPHATE REAGENT FOR TESTING	1	60-03-53730-294-000	87.13
05/20	05/21/20	52574	16710	USA BLUE BOOK	218876	RED ELECTRICAL FLAGS	1	10-01-51600-290-000	210.11
05/20	05/21/20	52574	16710	USA BLUE BOOK	219185	FLUSHING - SILICON OIL	1	60-03-53761-251-000	76.47
Total 52574:									373.71
52575									
05/20	05/21/20	52575	19929	UTILITY SERVICE CO INC	506653	Q1 2020 MAINT CONTRACT - BUSINESS PK TANK	1	60-03-53760-290-000	1,632.53
Total 52575:									1,632.53
52576									
05/20	05/21/20	52576	17130	VIKING ELECTRIC SUPPLY	S003435538.002	ELECTRICAL PARTS FOR SHOP	1	10-03-53310-355-000	2.08
05/20	05/21/20	52576	17130	VIKING ELECTRIC SUPPLY	S003585212.001	ELECTRICAL PARTS POOL CONTROLLER AND OUTLET REPA	1	22-05-55420-247-000	47.07
Total 52576:									49.15
52577									
05/20	05/21/20	52577	18260	WISCONSIN DEPARTMENT OF JUSTIC	APR-L3713T	BACKGROUND CHECKS: -1-20 TO 4-30-20	1	10-01-51420-290-000	791.00
Total 52577:									791.00
90030									
05/20	05/19/20	90030	21761	U.S. BANK CORPORATE PAYMENT SY	4279 MAY 2020	SKERVEN WRWA CONF CANCELLED	1	60-03-53780-325-000	200.00-
05/20	05/19/20	90030	21761	U.S. BANK CORPORATE PAYMENT SY	4279 MAY 2020	KRAUSE WRWA CONF CANCELLED	2	60-03-53780-325-000	200.00-
05/20	05/19/20	90030	21761	U.S. BANK CORPORATE PAYMENT SY	4279 MAY 2020	SKERVEN WRWA CONF CANCELLED	3	60-03-53780-325-000	5.10-

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
05/20	05/19/20	90030	21761	U.S. BANK CORPORATE PAYMENT SY	4279 MAY 2020	KRAUSE WRWA CONF CANCELLED	4	60-03-53780-325-000	5.10-
05/20	05/19/20	90030	21761	U.S. BANK CORPORATE PAYMENT SY	4279 MAY 2020	POSTAGE-MAILING WATER SAMPLES	5	60-03-53740-311-000	26.76
05/20	05/19/20	90030	21761	U.S. BANK CORPORATE PAYMENT SY	4279 MAY 2020	PRINTER INK FOR MAGUIRE MOBILE PRINTER	6	10-01-51450-310-000	75.98
05/20	05/19/20	90030	21761	U.S. BANK CORPORATE PAYMENT SY	4279 MAY 2020	PRINTER INK FOR TATRO MOBILE PRINTER	7	10-01-51450-310-000	75.98
05/20	05/19/20	90030	21761	U.S. BANK CORPORATE PAYMENT SY	4279 MAY 2020	LINKEDIN LEARNING SUBSCRIPTION-2020	8	10-01-51450-157-000	316.37
05/20	05/19/20	90030	21761	U.S. BANK CORPORATE PAYMENT SY	4279 MAY 2020	COVID-19 - ZOOM LICENSE FOR WEB MTGS-APR/MAY	9	10-01-51450-286-000	210.90
05/20	05/19/20	90030	21761	U.S. BANK CORPORATE PAYMENT SY	4279 MAY 2020	COFFEE FOR CENTRAL COUNT WORKERS	10	10-01-51440-310-000	22.82
05/20	05/19/20	90030	21761	U.S. BANK CORPORATE PAYMENT SY	4279 MAY 2020	COVID-19 - FACEMASKS FOR ELECTION WORKERS	11	10-01-51440-314-000	86.58
05/20	05/19/20	90030	21761	U.S. BANK CORPORATE PAYMENT SY	4279 MAY 2020	LUNCH FOR ELECTION WORKERS	12	10-01-51440-310-000	460.00
05/20	05/19/20	90030	21761	U.S. BANK CORPORATE PAYMENT SY	4279 MAY 2020	DINNER FOR ELECTION WORKERS	13	10-01-51440-310-000	544.54
05/20	05/19/20	90030	21761	U.S. BANK CORPORATE PAYMENT SY	4279 MAY 2020	ABSENTEE SHEET LABELS	14	10-01-51440-310-000	76.18
05/20	05/19/20	90030	21761	U.S. BANK CORPORATE PAYMENT SY	4279 MAY 2020	BOARD OF REVIEW TRAINING MATERIAL	15	10-01-51160-335-000	80.00
05/20	05/19/20	90030	21761	U.S. BANK CORPORATE PAYMENT SY	4279 MAY 2020	CREAMER	16	10-01-51450-390-000	21.98
05/20	05/19/20	90030	21761	U.S. BANK CORPORATE PAYMENT SY	4279 MAY 2020	THIS WEEK IN WESTON	17	10-01-51450-289-000	50.00
05/20	05/19/20	90030	21761	U.S. BANK CORPORATE PAYMENT SY	4279 MAY 2020	BUFFING SUPPLIES FOR VILLAGE FLEET	18	10-03-53310-390-000	112.46

Total 90030: 1,750.35

Grand Totals: 371,047.33

Dated _____

Finance Committee Chairperson _____

Report Criteria:
 Report type: GL detail

REQUEST FOR CONSIDERATION

PUBLIC MTG/DATE:	BOARD OF TRUSTEES, JUNE 1 ST , 2020
DESCRIPTION:	RENEW ADULT ORIENTED ESTABLISHMENT LICENSE FOR SECRETS II 2020/2021 LICENSING TERM
FROM:	SARAH FLORY, DEPUTY CLERK
QUESTION:	SHOULD THE BOARD OF TRUSTEES APPROVE THE RENEWING THE ADULT ORIENTED ESTABLISHMENT LICENSING FOR THE 2020/2021 LICENSING TERM?

BACKGROUND

THE CURRENT ADULT ORIENTED ESTABLISHMENT LICENSE FOR SECRETS II WILL EXPIRE JUNE 30TH. STAFF IS IN RECEIPT OF THEIR SIGNED APPLICATION TO RENEW FOR THE 2020/2021 TERM. STAFF IS NOT AWARE OF ANY CONCERNS RELATED TO 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 ESTABLISHMENT LICENSE 2020/2021 LICENSING TERM.

ADDITIONAL ACTION:	MAIL OUT APPROVED LICENSE'S
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BOT Date 06/01/2020

License ID	License Type	Name	Business	Premise Desc	Begin Dt	End Dt	EMPD Approval	CLPS	BOT
9030 - Adult Establishment									
19618	9030 - Adult Establishment	Howard, James P	Secrets II		07/01/2020	06/30/2021	Yes		

REQUEST FOR CONSIDERATION

PUBLIC MTG/DATE:	BOARD OF TRUSTEES, JUNE 1 ST , 2020
DESCRIPTION:	RENEWAL OF CLASS A BEER & LIQUOR, CLASS B BEER & LIQUOR, CLASS B BEER & LIQUOR RESERVE LIQUOR, CLASS B BEER AND CLASS C WINE LICENSES FOR THE 2020/2021 LICENSING TERM.
FROM:	SARAH FLORY, DEPUTY CLERK
QUESTION:	SHOULD THE BOARD OF TRUSTEES APPROVE RENEWING THE ATTACHED HIGHLIGHTED LISTING OF CLASS A BEER & LIQUOR, CLASS B BEER & LIQUOR, CLASS B BEER & LIQUOR RESERVE, CLASS B BEER & CLASS C WINE FOR 2020/2021 LICENSING TERM?

BACKGROUND

VILLAGE STAFF RECEIVED THE ATTACHED ALOCHOL APPLICATIONS. STAFF THEN SENT THE APPLICATIONS TO THE EVEREST METRO POLICE DEPARTMENT FOR BACKGROUND CHECKS ON ALL AGENTS/MEMBERS. ALL THE BACKGROUND CHECKS FOR APPROVED. THE PUBLICATION REQUIREMENT HAS BEEN MET. THE FOLLOWING BUSINESSES OWE DELINQUENT PERSONAL PROPERTY TAX: ELCHARRO - \$129.37, ARROW BAR- \$268.20, SHANGHAI GRILL-\$381.48

THE FOLLOWING BUSINESS HAVE ONLY PAID THE \$49.00 PUBLICATION FEE:
CENTRAL WI SPEAKEASY
ARROW BAR

ATTACHED DOCS:	EVOLVE REPORT
COMMITTEE ACTION:	N/A
FISCAL IMPACT:	NONE
RECOMMENDATION:	STAFF RECOMMENDS APPROVAL OF RENEWING THE ATTACHED HIGHLIGHTED LISTING OF LICENSE APPLICATIONS FOR THE 2020/2021 LICENSING TERM, CONTINGENT ON STAFF COLLECTING THE DELINQUENT PERSONAL PROPERTY TAX, AND COLLECTION OF THE LICENSING FEE OWED BEFORE ISSUING THE LICENSE.

RECOMMENDED LANGUAGE FOR OFFICIAL ACTION

I MOVE TO APPROVE THE ATTACHED LISTING OF CLASS A BEER & LIQUOR, CLASS B BEER & LIQUOR, CLASS B BEER AND RESERVE LIQUOR, CLASS B BEER AND CLASS C WINE LICENSES FOR THE 2020/2021 LICENSING TERM WITH THE ABOVE STATED CONTINGENCIES.

ADDITIONAL ACTION:	MAIL OUT APPROVED LICENSE'S
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BOT Date 06/01/2020

License ID	License Type	Name	Business	Premise Desc	Begin Dt	End Dt	EMPD Approval	CLPS	BOT
9021 - Class A Beer & Liquor									
20009	9021 - Class A Beer & Liquor	Bartz, Tabatha R	Schofield Avenue Shell	C-store,cooler, displays, storage	07/01/2020	06/30/2021	Yes		
20010	9021 - Class A Beer & Liquor	Bartz, Tabitha R	Commerce Crossing	Convenience Store, Floor Displays, Coolers, Storage	07/01/2020	06/30/2021	Yes		
20019	9021 - Class A Beer & Liquor	Condon, Jerry F	The Store #59	Convenience Store, Enclosed Beer Room, Back room	07/01/2020	06/30/2021	Yes		
20014	9021 - Class A Beer & Liquor	Diethelm, Jamie Dana	Kwik Trip #986	1 story frame construction with storage, walk-in cooler, sales floor, and behind sales counter	07/01/2020	06/30/2021	Yes		
20011	9021 - Class A Beer & Liquor	Garton, Lyle W	Kwik Trip #787	Gas Station/Convenience Store	07/01/2020	06/30/2021	Yes		
20021	9021 - Class A Beer & Liquor	Ghidorzi, Mary Ann	Fairfield Inn & Suites	Hotel/Conference Center	07/01/2020	06/30/2021	Yes		
20018	9021 - Class A Beer & Liquor	Lipscomb, Shari Lynn	Kwik Trip #140	Walk-in Cooler, Sales Floor and Sales Counter	07/01/2020	06/30/2021	Yes		
20015	9021 - Class A Beer & Liquor	Oyer, Nicholas C	Kwik Trip #356	Convenient Store/Gas Station	07/01/2020	06/30/2021	Yes		
20020	9021 - Class A Beer & Liquor	Pershern, Hewote	Trig's	Retail grocery store/Liquor Dept/curbside pick up	07/01/2020	06/30/2021	Yes		
20012	9021 - Class A Beer & Liquor	Polster, Rosemary A	Target Store T-0364	Retail Store,curbside parking spots,front check lanes	07/01/2020	06/30/2021	Yes		
20023	9021 - Class A Beer & Liquor	Rhinehart, Ross A	Weston Wine & Spirits	1350 sq ft front retail display, 631 sq ft storage back room	07/01/2020	06/30/2021	Yes		
20016	9021 - Class A Beer & Liquor	Samolinski, Emily K	Walgreens #09609	Retail Drug Store w/Sundries in a One Story Building of 14,820 Sq. Ft.	07/01/2020	06/30/2021	Yes		
20022	9021 - Class A Beer & Liquor	Schmitz, Shawn James	The Store #60	Convenient Store	07/01/2020	06/30/2021	Yes		



BOT Date 06/01/2020

License ID	License Type	Name	Business	Premise Desc	Begin Dt	End Dt	EMPD Approval	CLPS	BOT
9022 - Class B Beer									
20032	9022 - Class B Beer	Bricko, Rod	Weston Hit & Miss Trap Club	Club House, two bathrooms,office	07/01/2020	06/30/2021	Yes		
20027	9022 - Class B Beer	LaCalamita, Jodi L	Sam's Pizza	Dining room and behind service counter	07/01/2020	06/30/2021	Yes		
20026	9022 - Class B Beer	Thomas, William A	Antlers Archery	Bar,kitchen,storage,indo or range,office	07/01/2020	06/30/2021	Yes		



BOT Date 06/01/2020

License ID	License Type	Name	Business	Premise Desc	Begin Dt	End Dt	EMPD Approval	CLPS	BOT
9022 - Class B Beer New									
20159	9022 - Class B Beer New	Castillo, Emmanuel Felipe	Evelia's Restaurant	Bar/Storage	07/01/2020	06/30/2021	Yes		



BOT Date 06/01/2020

License ID	License Type	Name	Business	Premise Desc	Begin Dt	End Dt	EMPD Approval	CLPS	BOT
9023 - Class B Beer & Liquor									
20041	9023 - Class B Beer & Liquor	Anderson, Anna L	The Palms Supper Club	(2) Bar areas, two dining rooms, Basement,deck/patio	07/01/2020	06/30/2021	Yes		
20047	9023 - Class B Beer & Liquor	Elliott, Dale A	Dales Weston Lanes	Bowling Alley/Tavern/Outdoor Sports Area	07/01/2020	06/30/2021	Yes		
20038	9023 - Class B Beer & Liquor	Glaman, Loreen C	Vino Latte	Inside Premise & Outdoor Seating Areas	07/01/2020	06/30/2021	Yes		
20042	9023 - Class B Beer & Liquor	Gonzalez Alcantara, Jovan Jair	Patron Mexican Restaurant & Bar, LLC	Restaurant and Bar, patio, parking lot	07/01/2020	06/30/2021	Yes		
20037	9023 - Class B Beer & Liquor	Hanson, Gary W	Brews Brothers Pub	Bar/Resturant	07/01/2020	06/30/2021	Yes		
20048	9023 - Class B Beer & Liquor	James, Donna M	Central WI Speakeasy, LLC	Beer Cooler/Stock Area/Cabinet Back Bar, Liquor Shelves	07/01/2020	06/30/2021	Yes		
20036	9023 - Class B Beer & Liquor	Kasten, Joel C	Wish - Wisconsin Steakhouse	Bar, Dining Room & Patio Area	07/01/2020	06/30/2021	Yes		
20046	9023 - Class B Beer & Liquor	Kluck, Mark E	Kluck's Callon Saloon	Tavern	07/01/2020	06/30/2021	Yes		
20043	9023 - Class B Beer & Liquor	LAW, HUI K	Wasabi Grill & Sushi Bar	Cooler/Storage/Restaura nt/Bar area	07/01/2020	06/30/2021	Yes		
20035	9023 - Class B Beer & Liquor	Paluch, Patrick W	Wiggly Field	Tavern/Ball Field/Concession Stand/under steps in basement	07/01/2020	06/30/2021	Yes		
20049	9023 - Class B Beer & Liquor	Serrano-Figueroa, Teresa D	El Charro	Resturant/Bar Area, Storage area	07/01/2020	06/30/2021	Yes		
20045	9023 - Class B Beer & Liquor	Tesmer, Hunter J	Arrow Sports Club	Bar, Basement, Garage, Patio,Parking Lot,mobile bar	07/01/2020	06/30/2021			
20050	9023 - Class B Beer & Liquor	Weilep, Kortney Ann	Crane Meadows Golf Course	Clubhouse, fridge, & Closet	07/01/2020	06/30/2021	Yes		
20044	9023 - Class B Beer & Liquor	Woznicki, Terry M	Down the Hill Bar	Bar Area, Cooler	07/01/2020	06/30/2021	Yes		



BOT Date 06/01/2020

License ID	License Type	Name	Business	Premise Desc	Begin Dt	End Dt	EMPD Approval	CLPS	BOT
9024 - Class B Beer and Liquor Reserve									
20053	9024 - Class B Beer and Liquor Reserve	Chang, Ting Bong	Chang Garden	Restaurant	07/01/2020	06/30/2021	Yes		
20051	9024 - Class B Beer and Liquor Reserve	Fischer, Samantha	Basil	Restaurant/Bar/Patio Area/Parking Lot,Cooler, Kitchen	07/01/2020	06/30/2021	Yes		
20054	9024 - Class B Beer and Liquor Reserve	Fust, James W	The Jim	Cooler in basement,basement room, back bar, cupboard behind bar	07/01/2020	06/30/2021	Yes		



BOT Date 06/01/2020

License ID	License Type	Name	Business	Premise Desc	Begin Dt	End Dt	EMPD Approval	CLPS	BOT
20057	9026 - Class C Wine	LaCalamita, Jodi L	Sam's Pizza	Dining room and behind service counter	07/01/2020	06/30/2021	Yes		



BOT Date 06/01/2020

License ID	License Type	Name	Business	Premise Desc	Begin Dt	End Dt	EMPD Approval	CLPS	BOT
9026 - Class C Wine New									
20160	9026 - Class C Wine New	Castillo, Emmanuel Felipe	Evelia's Restaurant	Bar/storage area	07/01/2020	06/30/2021	Yes		



BOT Date 06/01/2020

License ID	License Type	Name	Business	Premise Desc	Begin Dt	End Dt	EMPD Approval	CLPS	BOT
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9105 - Class B Beer and Liquor Reserve

20055	9105 - Class B Beer and Liquor Reserve	Masgay, Michael	Tine & Cellar	Bar,back bar,liquor closet,walk in cooler,main dining floor,mezzanine,outdoor patio,cellar	07/01/2020	06/30/2021	Yes		
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REQUEST FOR CONSIDERATION

PUBLIC MTG/DATE: BOARD OF TRUSTEES, JUNE 1ST, 2020

DESCRIPTION: RENEW COMMERCIAL ANIMAL ESTABLISHMENT LICENSE FOR ACE HARDWARE LICENSES FOR 2020/2021 LICENSING TERM

FROM: SARAH FLORY, DEPUTY CLERK

QUESTION: SHOULD THE BOARD OF TRUSTEES APPROVE THE RENEWAL OF COMMERCIAL ANIMAL ESTABLISHMENT LICENSE FOR ACE HARDWARE LICENSES FOR 2020/2021?

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 2020/2021 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 RECOMMENDATION IS TO APPROVE RENEWING THE COMMERCIAL ANIMAL ESTABLISHMENT LICENSE FOR ACE HARDWARE FOR THE 2020/2021 LICENSING TERM.

RECOMMENDED LANGUAGE FOR OFFICIAL ACTION

I MOVE TO APPROVE THE ATTACHED LISTING OF COMMERCIAL ANIMAL ESTABLISHMENT LICENSE FOR THE 2020/2021 LICENSING TERM.

ADDITIONAL ACTION: MAIL OUT APPROVED LICENSE'S



BOT Date 06/01/2020

License ID	License Type	Name	Business	Premise Desc	Begin Dt	End Dt	EMPD Approval	CLPS	BOT
9036 - Commercial Animal Establishment - Pet Shops									
20210	9036 - Commercial Animal Establishment - Pet Shops	Bostroom, Lowell	Ace Hardware Center		07/01/2020	06/30/2021			

REQUEST FOR CONSIDERATION

PUBLIC MTG/DATE: BOARD OF TRUSTEES, JUNE 1ST, 2020

DESCRIPTION: RENEW MOBILE FOOD VENDOR LICENSES FOR TRIG'S, TRAVIS CERNOCH- "THE GOOD ONE'S", ROTHSCHILD WESTON LIONS CLUB LICENSING FOR THE 2020/2021 LICENSING TERM

FROM: SARAH FLORY, DEPUTY CLERK

QUESTION: SHOULD THE BOARD OF TRUSTEES APPROVE THE RENEWAL MOBILE FOOD VENDOR LICENSES FOR TRIG'S, TRAVIS CERNOCH- "THE GOOD ONE'S", ROTHSCHILD WESTON LIONS CLUB LICENSING FOR THE 2020/2021 LICENSING TERM

BACKGROUND

TRIG'S, ROTHSCHILD-LION CLUB, AND TRAVIS CERNOCH- "THE GOOD ONE'S" APPLIED FOR A 12 MONTH MOBILE FOOD VENDOR LICENSE. THESE LICENSES ARE TO BE RENEWED. STAFF HAS HAD NO ISSUES WITH THESE VENDORS.

ATTACHED DOCS: EVOLVE REPORT

COMMITTEE ACTION: N/A

FISCAL IMPACT: NONE

RECOMMENDATION: CLERK RECOMMENDS APPROVAL

RECOMMENDED LANGUAGE FOR OFFICIAL ACTION

I MOVE TO APPROVE THE RENEWAL OF THE MOBILE FOOD VENDOR LICENSES FOR TRIG'S, ROTHSCHILD-WESTON LIONS CLUB, TRAVIS CERNOCH- "THE GOOD ONE'S" 2020/2021 LICENSING TERM.

ADDITIONAL ACTION: MAIL OUT APPROVED LICENSE'S



BOT Date 06/01/2020

License ID	License Type	Name	Business	Premise Desc	Begin Dt	End Dt	EMPD Approval	CLPS	BOT
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9142 - Mobile Food Vendor

20065	9142 - Mobile Food Vendor	Cernoch, Travis J	Travis Cernoch		07/01/2020	06/30/2021	Yes		
20066	9142 - Mobile Food Vendor	Pershern, Hewote	Trig's		07/01/2020	06/30/2021	Yes		
20063	9142 - Mobile Food Vendor	Smith, Rick	Rothschild-Weston Lions Club		07/01/2020	06/30/2021	Yes		

Total Licenses

236

REQUEST FOR CONSIDERATION

PUBLIC MTG/DATE: BOARD OF TRUSTEES, JUNE 1ST, 2020

DESCRIPTION: RENEW SECONDHAND ARTICLE DEALERS/JEWELRY DEALERS LICENSES FOR 2020/2021 LICENSING TERM

FROM: SARAH FLORY, DEPUTY CLERK

QUESTION: SHOULD THE BOARD OF TRUSTEES APPROVE THE SECONDHAND ARTICLE DEALERS/JEWELRY DEALERS LICENSES FOR THE 2020/2021 LICENSING TERM?

BACKGROUND

THE ATTACHED APPLICATION FOR BLING IT AROUND AGAIN LLC, WILL EXPIRE JUNE 30TH, STAFF IS IN RECEIPT OF THEIR APPLICATIONS FOR THE 2020/2021 LICENSING TERM.

ATTACHED DOCS: EVOLVE REPORT

COMMITTEE ACTION: N/A

FISCAL IMPACT: NONE

RECOMMENDATION: STAFF RECOMMENDATION IS TO APPROVE THE ATTACHED LISTING OF SECONDHAND ARTICLE DEALERS/JEWELRY DEALERS FOR THE 2020/2021 LICENSING TERM

RECOMMENDED LANGUAGE FOR OFFICIAL ACTION

I MOVE TO APPROVE THE ATTACHED LISTING OF FOR THE SECONDHAND ARTICLE DEALERS/JEWELRY DEALERS 2020/2021 LICENSING TERM.

ADDITIONAL ACTION: MAIL OUT APPROVED LICENSE'S



BOT Date 06/01/2020

License ID	License Type	Name	Business	Premise Desc	Begin Dt	End Dt	EMPD Approval	CLPS	BOT
20072	9043 - Secondhand Jewelry Dealer	Rybacki, Julie A	Bling It Around Again LLC		07/01/2020	06/30/2021			

REQUEST FOR CONSIDERATION

PUBLIC MTG/DATE:	BOARD OF TRUSTEES, JUNE 1 ST , 2020
DESCRIPTION:	RENEW SALVAGE LICENSING FOR THE 2020/2021 LICENSING TERM
FROM:	SARAH FLORY, DEPUTY CLERK
QUESTION:	SHOULD THE BOARD OF TRUSTEES APPROVE THE RENEWING OF SALVAGE LICENSING FOR THE 2020/2021 LICENSING TERM?

BACKGROUND

THE CURRENT SALVAGE LICENSES WILL EXPIRE ON JUNE 30. STAFF IS IN RECEIPT OF THEIR SIGNED APPLICATIONS TO RENEW FOR THE 2020/2021 TERM. STAFF IS NOT AWARE OF ANY CONCERNS RELATED TO THE ISSUANCE OF THESE LICENSES.

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 THE SALVAGE LICENSES 2020/2021 LICENSING TERM.

ADDITIONAL ACTION:	MAIL OUT APPROVED LICENSE'S
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BOT Date 06/01/2020

License ID	License Type	Name	Business	Premise Desc	Begin Dt	End Dt	EMPD Approval	CLPS	BOT
9041 - Salvage									
20068	9041 - Salvage	COUSINEAU, BILL	Cousineau Auto		07/01/2020	06/30/2021			
20067	9041 - Salvage	Kufahl, Virgil	V&K Truck Equipment		07/01/2020	06/30/2021			
20069	9041 - Salvage	Yaeger, Jeff	Yaeger Auto Salvage, Inc		07/01/2020	06/30/2021			

REQUEST FOR CONSIDERATION

PUBLIC MTG/DATE:	BOARD OF TRUSTEES, JUNE 1 ST , 2020
DESCRIPTION:	RENEWAL OF WEIGHTS & MEASURES LICENSES FOR THE 2020/2021 LICENSING TERM
FROM:	SARAH FLORY, DEPUTY CLERK
QUESTION:	SHOULD THE BOARD OF TRUSTEES APPROVE THE RENEWING THE ADULT ORIENTED ESTABLISHMENT LICENSING FOR THE 2020/2021 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 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 RENEWAL OF THE WEIGHTS & MEASURES LICENSES 2020/2021 LICENSING TERM.

ADDITIONAL ACTION:	MAIL OUT APPROVED LICENSE'S
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BOT Date 06/01/2020

License ID	License Type	Name	Business	Premise Desc	Begin Dt	End Dt	EMPD Approval	CLPS	BOT
9044 - Weights and Measures									
20101	9044 - Weights and Measures	Bartz, Tabatha R	Schofield Avenue	Shell	07/01/2020	06/30/2021			
20108	9044 - Weights and Measures	Bartz, Tabitha R	Commerce Crossing		07/01/2020	06/30/2021			
20087	9044 - Weights and Measures	Bayer, Matthew	Country Fresh Meats		07/01/2020	06/30/2021			
20118	9044 - Weights and Measures	Bostroom, Lowell	Ace Hardware Center		07/01/2020	06/30/2021			
20074	9044 - Weights and Measures	Chang, Mai Jou	Mai Jou Chang		07/01/2020	06/30/2021			
20091	9044 - Weights and Measures	Clover Market, Red	Red Clover Market		07/01/2020	06/30/2021			
20117	9044 - Weights and Measures	Condon, Jerry F	The Store #59		07/01/2020	06/30/2021			
20094	9044 - Weights and Measures	Cousineau, Bill	Cousineau Auto		07/01/2020	06/30/2021			
20073	9044 - Weights and Measures	Diethelm, Jamie Dana	Kwik Trip #986		07/01/2020	06/30/2021			
20114	9044 - Weights and Measures	Garton, Lyle William	Kwik Trip #787		07/01/2020	06/30/2021			
20100	9044 - Weights and Measures	Johnson, Dan/Pauline	Dan/Pauline Johnson		07/01/2020	06/30/2021			
20088	9044 - Weights and Measures	Kluever, Dawn	Ascension		07/01/2020	06/30/2021			
20112	9044 - Weights and Measures	Lee, Chia	Chia Lee		07/01/2020	06/30/2021			
20113	9044 - Weights and Measures	Lipscomb, Shari Lynn	Kwik Trip #140		07/01/2020	06/30/2021			
20099	9044 - Weights and Measures	Moua, Xue	Xue Moua		07/01/2020	06/30/2021			
20090	9044 - Weights and Measures	Oyer, Nicholas C	Kwik Trip #356		07/01/2020	06/30/2021			
20103	9044 - Weights and Measures	Pershern, Hewote	Trig's		07/01/2020	06/30/2021			
20085	9044 - Weights and Measures	Polster, Rosemary A	Target Store T-0364		07/01/2020	06/30/2021			



BOT Date 06/01/2020

License ID	License Type	Name	Business	Premise Desc	Begin Dt	End Dt	EMPD Approval	CLPS	BOT
20105	9044 - Weights and Measures	Rogers, Pam	Papa Murphy's		07/01/2020	06/30/2021			
20122	9044 - Weights and Measures	Samolinski, Emily K	Walgreens #09609		07/01/2020	06/30/2021			
20121	9044 - Weights and Measures	Schmitz, Shawn James	The Store #60		07/01/2020	06/30/2021			
20106	9044 - Weights and Measures	Stuhr, Bert	Bert's Veggies		07/01/2020	06/30/2021			
20104	9044 - Weights and Measures	Trakel, Jean Carol	RStore #4504		07/01/2020	06/30/2021			
20086	9044 - Weights and Measures	Tree, Dollar	Dollar Tree		07/01/2020	06/30/2021			
20093	9044 - Weights and Measures	Vang, Fong	Village Deli LLC		07/01/2020	06/30/2021			
20095	9044 - Weights and Measures	Vang, Houa	Houa Vang		07/01/2020	06/30/2021			
20107	9044 - Weights and Measures	Vue, Song	Song Vue		07/01/2020	06/30/2021			
20116	9044 - Weights and Measures	Wolfe, Jeff	Advanced Disposal		07/01/2020	06/30/2021			
20098	9044 - Weights and Measures	Yaeger, Jeff	Yaeger Auto Salvage, Inc		07/01/2020	06/30/2021			
20120	9044 - Weights and Measures	Yang, Linda	Linda Yang		07/01/2020	06/30/2021			



BOT Date 06/01/2020

License ID	License Type	Name	Business	Premise Desc	Begin Dt	End Dt	EMPD Approval	CLPS	BOT
20184	9074 - Weights and Measures New	Vue, Julia	Julia Vue		07/01/2020	06/30/2021			

REQUEST FOR CONSIDERATION

PUBLIC MTG/DATE:	BOARD OF TRUSTEES, JUNE 1 ST , 2020
DESCRIPTION:	RENEW HOTEL/MOTEL LICENSES FOR 2020/2021 LICENSING TERM
FROM:	SARAH FLORY, DEPUTY CLERK
QUESTION:	SHOULD THE BOARD OF TRUSTEES APPROVE THE HOTEL/MOTEL LICENSES FOR 2020/2021?

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 HOTEL/MOTEL LICENSES WILL EXPIRE ON JUNE 30TH STAFF IS IN RECEIPT OF THEIR APPLICATIONS TO RENEW FOR THE 2020/2021 TERM. I AM NOT AWARE OF ANY ISSUES RELATED TO THESE ESTABLISHMENTS HOLDING A HOTEL/MOTEL LICENSE.

ATTACHED DOCS:	EVOLVE REPORT
COMMITTEE ACTION:	N/A
FISCAL IMPACT:	NONE
RECOMMENDATION:	STAFF RECOMMENDATION IS TO APPROVE THE ATTACHED LISTING OF HOTEL/MOTEL LICENSES FOR THE 2020/2021 LICENSING TERM

RECOMMENDED LANGUAGE FOR OFFICIAL ACTION

I MOVE TO APPROVE THE ATTACHED LISTING OF HOTEL/MOTEL LICENSES FOR THE 2020/2021 LICENSING TERM.

ADDITIONAL ACTION: MAIL OUT APPROVED LICENSE'S



BOT Date 06/01/2020

License ID	License Type	Name	Business	Premise Desc	Begin Dt	End Dt	EMPD Approval	CLPS	BOT
9037 - Hotel/Motel Establishment									
20058	9037 - Hotel/Motel Establishment	Klopatek, Tressa M	Fairfield Inn & Suites		07/01/2020	06/30/2021			

REQUEST FOR CONSIDERATION

Public Mtg/Date:	Village Board – 6/1/2020
Description:	Lifting Crane for Pool Motors
From:	Shawn Osterbrink, Director of Parks, Rec and Forestry Michael Wodalski, Director of Public Works
Question:	Should the Village Board Approve the purchase of a Pool Motor Lifting Crane from Wisconsin Lifting Specialists, Inc. for a price of \$8,782.96?

Background

In the Village's Capital Improvement Plan which was discussed in March, Scenario C had the purchase of a Lifting Crane for Pool Motors at the Aquatic Center included. The net budgeted price is \$10,000.

This unit ranked as the number 4 project for the Aquatic Center priority in the CIP. This is a safety improvement for removing and installing the pool motors. The Village's Safety Consultant pointed out the current method used for lifting the motors and pumps at the Aquatic Center is not an approved method and is a safety hazard. By installing the lift, the Village would be complying with State and Federal requirements by utilizing the proper lifting equipment. It will also significantly reduce the risk of injuring employees during the removal/installation process.

Quotes for a lifting crane were received by two companies and are listed below.

Lifting Crane Quotes:

Company	Total Price
Custom Steel	\$9,756.00
Wisconsin Lifting Specialists	\$8,782.96

Staff recommends accepting the quote Wisconsin Lifting Specialists for a price of \$8,782.96.

Attached Docs: - Equipment Description used for CIP
- Capital Improvement Plan for 2020 Scenario C

Committee Action: N/A

Fiscal Impact: - Total purchase price of \$8,782.96 is \$1,217.04 under the CIP budget amount of \$10,000.

Recommendation: Staff recommends purchasing the lifting crane from Wisconsin Lifting Specialists for a total price of \$8,782.96.

REQUEST FOR CONSIDERATION

Recommended Language for Official Action

I move to approve the purchase of a Lifting Crane from Wisconsin Lifting Specialists for a price of \$8,782.96.

Or, Something else

Additional action:

Village of Weston Capital Improvement Plan Projects 2020-2024

Project Name:	Lifting Crane for Pool Motors
Project Background:	Staff is requesting to install a lifting crane to be used for the removal of three motors and one pump. Currently a winch is used for the three motors and a chain hoist on a wood beam is used for the one pump. The beam where the winch is attached is not rated and tested as required and was pointed out by Fehr Graham during their review of the facility. Also, the wood beam is not an approved way to remove the one pump. The installation of a lifting crane would allow staff to pull the three motors and one pump safely with one piece of equipment anchored in the floor of the filter room.
	1. <u>Regulatory Compliance:</u> Would allow us to comply with state and federal requirement by utilizing approved lifting equipment for the removal of the motors and pumps.
	2. <u>Need/Necessity:</u> Will protect staff from injury.
	3. <u>Public Safety/Health Impact:</u> The current process threatens the safety of employees tremendously and would reduce the risk significantly through engineering practices.
	4. <u>Existing Infrastructure:</u> Will replace existing infrastructure that is inadequate for the task.
	5. <u>Consistency with Plans:</u> Listed as a hazard during review of the building by Fehr Graham.
	6. <u>Operating Budget Impact:</u> Will require additional funding in the future as there will be a cost for maintenance and possible replacement in the future. Will save labor costs as will reduce the amount of time staff spends completing this task.
	7. <u>Capital Funding:</u> No outside funding.
	8. <u>Growth/Economic Development:</u> No growth or economic benefits.
	9. <u>Quality of Life/Placemaking:</u> N/A

Village of Weston: Draft CIP (2020-2024)

Scenario C: Prioritized Projects at \$3M per year in General Fund

2020 Projects		Funding Source					
Proj. Rank	Project Name	Water	Sanitary	Storm	Ref/Rec	General	Total
S1	Weston School Addition (Construction)	\$ 371,363	\$ 160,986	\$ 362,134		\$ 1,197,968	\$ 2,092,451
S2	Crestwood Acres (Design)	\$ 27,676	\$ 24,009	\$ 19,698		\$ 65,163	\$ 136,546
S5	Schofield Ave (Birch to X Slab Rep)					\$ 175,000	\$ 175,000
S12	Intersection Studies					\$ 60,000	\$ 60,000
	2020 Asphalt Overlays					\$ 100,000	\$ 100,000
U1	TMDL Modeling			\$ 67,240			\$ 67,240
U2	Well #7	\$ 2,000,000					\$ 2,000,000
U5	SCADA Upgrades	\$ 125,000	\$ 100,000				\$ 225,000
U6	Tonya/Tricia Lift Station		\$ 500,000				\$ 500,000
	Public Safety - Evidence and Armory					\$ 150,000	\$ 150,000
	Public Safety - Locker Rooms/Showers					\$ 150,000	\$ 150,000
	Public Safety - Sign Replacement					\$ 9,000	\$ 9,000
	Public Safety - Parking Lot					\$ 200,000	\$ 200,000
	Public Safety - Training and Crew Rooms					\$ 80,000	\$ 80,000
	Ryan St - Security Gates				\$ 50,000		\$ 50,000
AQ1	Pool Controller					\$ 4,000	\$ 4,000
AQ2	Parking lot Sealing and Striping					\$ 20,000	\$ 20,000
AQ3	Drop Slide Repairs					\$ 10,000	\$ 10,000
AQ4	Lifting Crane for Pool Motors					\$ 10,000	\$ 10,000
AQ4	Pool Surfacing Repairs/Replacement					\$ 100,000	\$ 100,000
AQ4	Replace Gear Operators (5)					\$ 10,000	\$ 10,000
P4	Park Shelter and Bathroom Painting					\$ 10,000	\$ 10,000
	Eq leases prior to 2020	\$ 6,431	\$ 6,431	\$ 3,328	\$ 56,102	\$ 118,536	\$ 190,828
	SAFER Equipment					\$ 204,701	\$ 204,701
E1	Plow Truck #69					\$ 200,000	\$ 200,000
E4	End Loader 32				\$ 64,000		\$ 64,000
E7	Track Skid Steer #34					\$ 55,000	\$ 55,000
E9	Wing for Loader					\$ 40,000	\$ 40,000
P2	1-Ton Truck #6					\$ 45,000	\$ 45,000
2020 Project Totals		\$ 2,530,470	\$ 791,426	\$ 452,400	\$ 170,102	\$ 3,014,367	\$ 6,958,765
		Water	Sanitary	Storm	Ref/Rec	General	Total
	2020 Street Subtotal	\$ 399,039	\$ 184,995	\$ 381,832	\$ -	\$ 1,598,131	\$ 2,563,997
	2020 Utility Subtotal	\$ 2,125,000	\$ 600,000	\$ 67,240	\$ -	\$ -	\$ 2,792,240
	2020 Facility Subtotal	\$ -	\$ -	\$ -	\$ 50,000	\$ 589,000	\$ 639,000
	2020 Aquatic Center Subtotal	\$ -	\$ -	\$ -	\$ -	\$ 154,000	\$ 154,000
	2020 Park Subtotal	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000
	2020 Equipment Subtotal	\$ 6,431	\$ 6,431	\$ 3,328	\$ 120,102	\$ 663,237	\$ 799,529

REQUEST FOR CONSIDERATION

Public Mtg/Date:	Village Board – 6/1/2020
Description:	Replacement 1-Ton Dump Truck
From:	Shawn Osterbrink, Director of Parks, Rec and Forestry Michael Wodalski, Director of Public Works
Question:	Should the Village Board Approve the purchase of a replacement 1-Ton Dump Truck Cab and Chassis from Fred Mueller for a net price of \$22,750 as well as approve the plow and dump box equipment from Scotts Heavy Truck for a price of \$20,452.00 for a total vehicle price of \$43,202?

Background

In the Village's Capital Improvement Plan which was discussed in March, Scenario C had the purchase of a Replacement 1-Ton Truck #6 included. The net budgeted price is \$45,000.

This unit ranked as the number 2 project for Parks priority in the CIP. This is the main truck used throughout the year by the parks staff for plowing snow, hauling mulch, grass, brush, pulling trailers, etc. Having a reliable truck for these activities is important for the park operations to run smoothly.

Cab and Chassis quotes were received separately from the dump box and plow quotes and are listed below.

Cab and Chassis Quotes:

Company	Cab & Chassis Price	Trade – In	Net Cost
Fred Mueller – GMC	\$34,750	\$12,000	\$22,750
Kocourek - Ford	\$30,946	\$7,500	\$23,446

For the Cab and Chassis, staff recommends purchasing the GMC from Fred Mueller for a net price of \$22,750.

Dump Box and Plow Equipment Quotes:

Company	Equipment Price
Monroe Truck	\$21,019
Scotts Heavy Truck	\$20,452

For the Dump Box and Plow Equipment, staff recommends accepting the quote from Scotts Heavy Truck for a price of \$20,452.

REQUEST FOR CONSIDERATION

Attached Docs: - Equipment Description used for CIP
- Capital Improvement Plan for 2020 Scenario C

Committee Action: N/A

Fiscal Impact: - Total purchase price of \$43,202 is \$1,798 under the CIP budget amount of \$45,000.

Recommendation: Staff recommends purchasing the cab and chassis from Fred Mueller and having the dump box and plow equipment installed by Scotts Heavy Truck for a total price of \$43,202.

Recommended Language for Official Action

I move to approve trading in the current truck and purchasing the cab and chassis from Fred Mueller for a net price of \$22,750 as well as approve the quote from Scotts Heavy Truck to install the dump body and plow equipment for a price of \$20,452 for a total truck cost of \$43,202.

Or, Something else

Additional action:

Village of Weston Capital Improvement Plan Projects 2020-2024

Project Name:	One-ton Truck #6
Project Background:	Truck #6 is currently a 2008 GMC with approximately 70,000 on it. The typical useful life of a one-ton for village use is 15 years. This truck is a little bit different because when this truck was purchased it was decided to use the plow off the previous truck #6 so the plow on the current truck is a 1998. The plow regularly needs attention due to wiring issues; lights are frozen in place due to the age; parts need to be manufactured or strengthened due to deterioration or availability of parts. The plow also has holes in it due to rust.
	1. <u>Regulatory Compliance:</u> N/A
	2. <u>Need/Necessity:</u> If truck is not replaced it will be subject to breakdowns, which could slow down snow removal in cul-de-sacs and at park facilities. If broke down, it could also affect park operations as this is the only park truck that has a dump box on it.
	3. <u>Public Safety/Health Impact:</u> If broke down could affect snow removal on cul-de-sacs. Could affect residents being able to access their homes.
	4. <u>Existing Infrastructure:</u> Upgrades outdated asset.
	5. <u>Consistency with Plans:</u> Maintaining all park facilities is a goal in the Comprehensive Planning document.
	6. <u>Operating Budget Impact:</u> Will reduce the amount of maintenance needed to the current truck #6.
	7. <u>Capital Funding:</u> No outside funding.
	8. <u>Growth/Economic Development:</u> N/A
	9. <u>Quality of Life/Placemaking:</u> N/A

Village of Weston: Draft CIP (2020-2024)

Scenario C: Prioritized Projects at \$3M per year in General Fund

2020 Projects		Funding Source					
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	2020 Utility Subtotal	\$ 2,125,000	\$ 600,000	\$ 67,240	\$ -	\$ -	\$ 2,792,240
	2020 Facility Subtotal	\$ -	\$ -	\$ -	\$ 50,000	\$ 589,000	\$ 639,000
	2020 Aquatic Center Subtotal	\$ -	\$ -	\$ -	\$ -	\$ 154,000	\$ 154,000
	2020 Park Subtotal	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000
	2020 Equipment Subtotal	\$ 6,431	\$ 6,431	\$ 3,328	\$ 120,102	\$ 663,237	\$ 799,529

REQUEST FOR CONSIDERATION

Public Mtg/Date:	Board of Trustees, June 1, 2020
Description:	Discussion/consideration on opening the Aquatic Center <ul style="list-style-type: none">• Draft Aquatic Center Operation Plan• YMCA Contract
From:	Keith Donner, P.E., Administrator Shawn Osterbrink, Director of Parks, Recreation & Forestry
Question:	Should the Village open the Weston Aquatic Center for the 2020 season? Should the Village Approve the Draft Aquatic Center Operation Plan? Should the Village Approve the Agreement with the YMCA for Management of the Aquatic Center?

Background

The 3 questions are inter-related as the Aquatic Center cannot open without both the Operational Plan Approval and the YMCA contract being finalized before opening. The uncertainty of opening amid the various Federal, State, and County orders and advisories for public health have delayed decisions on opening of aquatic centers/pools throughout the state. In many cases municipalities have made decisions not to open in 2020. This link takes you to a spreadsheet of the status of facilities across the state.

<https://docs.google.com/spreadsheets/d/1e2WsOX0rEHGvBiXIPp0v7i5aK4P2Up8YNxXahNOxfdY/edit#gid=0>

The City of Wausau and Village of Weston in the urbanized area have not made final decisions but, are likely to do so on June 1.

Village Park staff have been preparing for the Aquatic Center to open since the Village's meeting of May 18. Park Director, Osterbrink, developed a draft operational plan which has been initially reviewed by the YMCA staff. The Administrator and Director Osterbrink met with the YMCA staff at the Aquatic Center on Friday for a tour and discussion of the operational plan to address additional concerns of the YMCA staff. Suggestions have been made for improvements to the plan such as having multiple entry and exit gates, visual examples of how physical distancing will be accomplished (for the benefit of the public and PR materials, etc.). We are awaiting written reply on their suggestions but, following the meeting it seemed the YMCA was much more comfortable with the plan drafted by Director Osterbrink.

Feedback from the County Health Department seemed to be that there will not be an approval of the operational plan, per se but, once a facility is open there are inspections of facilities by County Health Department staff. The Operational Plan is going to be a "living" document subject to modifications as the season progresses. The intent and the best that can be done is to implement procedures and practices recommended by the preferred public health agency or agencies to reduce the risk of disease transmission and other hazards at the facility. Obviously, the focus this season is on COVID-19.

We do not yet have the signed agreement with the YMCA since the uncertainty reached its peak during the time we would normally have been preparing for opening – April and May. It was evident in our discussion on Friday that the YMCA is still concerned with what Marathon County may have to say about re-opening but, the meeting was concluded with very positive outlook. Additionally,

REQUEST FOR CONSIDERATION

due to the uncertainty in April and May, guard recruitment and training has not moved ahead so, a June 14 opening is not possible. The best that can be estimated right now is an opening between June 22 and the end of the month.

As we consider re-opening, please be aware of financial aspects (estimated revenue/loss has been projected) of opening as well as quality of life and public health aspects. This is not an easy decision for the Board to make and I hope staff has provided sufficient information to this point. Understand we are also likely to be obtaining additional information through Monday leading up to the meeting.

Attached Docs: Draft Operational Plan for the Weston Aquatic Center
Draft Agreement between the YMCA and Village of Weston for Aquatic Center Management.
Excel spreadsheet of estimated revenues and expenses for WAC.

Prior Review: Staff, Village Legal Counsel, YMCA, Marathon County Health Department

FISCAL IMPACT: TBD

Recommendation: TBD

Recommended Language for Official Action

Additional action: To be determined

Weston Aquatic Center Proposed Opening Plan for 2020 due to Covid-19

This plan has been developed in accordance with the Wisconsin Economic Development Corporation Covid-19 Entertainment and Amusement Service Guidelines, Red Cross advice about Safer First Aid, CPR and Lifeguarding and CDC Considerations for Public Pools during Covid-19.

Facility Operation

1. Proposed opening date of June 13th, 2020.
2. Propose to charge \$4.00 per person for entry.
3. Reduce pool capacity from 867 to 200 (less than 25% capacity) per swim session (600 maximum daily attendance). Pool area is 13,223 square feet and grass area is 44,000 square feet.
4. Entry to facility will be accomplished by reservation (pre-payment with credit card) via Book King Software through village website. If capacity is not met via reservation may allow walk-ins to reach capacity. Staff will get name/contact information from walk-ins.
5. Propose to initially keep the slides, diving board, volleyball court, sand play area and structure, water walk, water play structure, water basketball and water riders closed. These facilities will be opened in phases based on how well staff is able to manage the current plan and how the operation is functioning.
6. Propose having three sessions per day allowing 200 people in per session every three hours from Monday through Saturday and two sessions on Sundays. Session times Monday through Saturday would be from 11:00 a.m. to 2:00 p.m., 2:00 p.m. to 5:00 p.m. and 5:00 p.m. to 8:00 p.m. Sundays would be 1:00 p.m. to 4:00 p.m. and 4:00 p.m. to 7:00 p.m. Maximum capacity Monday through Saturday would be 600 people and 400 people on Sundays if all time slots are filled. Actual swim time per session Monday through Saturdays would be 11:30 a.m. to 1:30 p.m., 2:30 p.m. to 4:30 p.m. and 5:30 p.m. to 7:30 p.m. Sunday swim times would be 1:30 p.m. to 3:30 p.m. and 4:30 p.m. to 6:30 p.m. The extra ½ hour before the swim time will allow people time to enter the facility as we know that we cannot get 200 people in the facility immediately at their reservation time. The extra ½ hour after their reserved swim time is to allow people to exit the facility and allow for cleaning of the facility between swim sessions.
7. Men's and Women's showers inside the building will be reduced from 12 shower heads on each side to 2 shower heads in each room to accommodate social distancing. Outdoor showers will be reduced from 3 shower heads per station to

1 shower head per station to accommodate social distancing. The three sinks in each of the two locker rooms will be reduced to two sinks in each area. Soap dispensers, paper towel dispensers and garbage cans will be provided by all sinks in locker rooms.

8. Toilet stalls in women's locker room will be reduced from 5 to 3 to accommodate social distancing and reduce cleaning.
9. Toilet stalls and urinals in men's locker rooms will be reduced from 3 toilet stalls to 2 and urinals from 3 to 2 to accommodate social distancing and reduce cleaning.
10. Drinking fountain will be closed for use.
11. Deck chairs will be reduced to approximately 50 to accommodate social distancing.
12. Group sizes will be limited to 10 people or families. No daycares, summer camps or large groups.
13. Lockers will be closed for use.
14. No loaning out of equipment including lifejackets, basketball or volleyball.
15. No group rentals, birthday parties, swim lessons or special events unless guidelines change. May choose to allow only parent/child or advanced swimmer lessons as there would be no contact with swim teacher.
16. People may swim laps in the designated lap lane areas or in the deep well while the deep well is closed due to the diving board and drop slide being closed.
17. Water walk floating pads and divider ropes will be removed to allow additional pool area to be used.
18. Lifeguards will only be responsible to monitor the water when in their stand but will be assigned to complete other duties when not on stand.
19. Comply with all requirements of ATCP 76 Safety, Maintenance and Operation of Public Pools and Water Attractions.

Facility Cleaning

1. Floors inside facility will be cleaned/sanitized each evening or morning.
2. Cleaning of facility before and between groups will include sanitization of all handrails, outdoor turn style, chairs, benches and commonly touched surfaces inside locker/restroom facilities including (shower knobs, divider handles, toilet and urinal buttons, sinks, hand dryers, paper towel dispensers and benches). Cleaning and sanitizing will be accomplished utilizing various methods while **wearing disposable gloves**. Including spraying and wiping utilizing either a bleach mixture (1/3 cup bleach per gallon of water), Environmental Protection Agency approved chemical or spraying with WYSI Wash System that utilizes a hypochlorous acid/water mixture, which has an Oxidation Reduction Potential of approximately 750 millivolts and between 50 and 200 parts per million total chlorine.
3. Empty trash receptacles on a regular basis and at the end of the day, while wearing disposable gloves.

Lobby

1. Doors propped open to limit touched surfaces to entry and exit of building.
2. Post signage at entrances to inform patrons about changes to our policies and reminding individuals experiencing COVID-like symptoms to stay home.
3. Post signs about how to stop the spread, properly wash hand and promote everyday protective measures.
4. Hand sanitizing stations placed either outside front doors or inside lobby for patrons to use prior to check in or upon exiting facility.
5. Plexiglas shields in place on lobby desk.
6. Limit use of cash register/computers/phones to individuals scheduled. Wipe down keypads/screens/phones between users.
7. Cash, credit card and identification handling will be accomplished by having patron set cash or cards down on counter. Wipe down counter as often as possible.
8. Patrons will have option to either wear mask or not when at facility except for when they are in pool where no masks will be allowed.
9. Encourage/require people to leave the facility utilizing the large maintenance gate in the southwest corner to limit interaction between patrons entering the facility at the front entrance. Hallway entering locker rooms will be hard to accommodate social distancing. Staff will have to unlock gate at the end of each swim session.
10. Place markings outside lobby doors on sidewalk.
11. Do not allow patrons to carry in water toys, sand toys, balls or other forms of play equipment.
12. Patrons may carry in their own lifejackets.

Guard Room

1. Staff will be required to wear masks in guard room due to limited area and not being able to comply with social distancing guidelines.
2. Staff will each have their own rescue tube per shift or rescue tube will be disinfected between users. Rescue tubes will also be disinfected at the end of each day.
3. Staff will be provided their own megaphone per shift or megaphone will be disinfected between users. Megaphones will also be disinfected at the end of each day.
4. No sharing of community food by staff.
5. Refrigerator, microwave, chairs, counter, etc. disinfected after each use.

Guard/Staff Safety

1. No sick employees will be allowed to report to work.
2. Train staff on new processes and procedures.

3. Supply paper towel, soap and hand sanitizer.
4. Emphasize effective hand hygiene.
5. Ensure staff has proper personal protective equipment to wear for first aid and rescues.
6. Each lifeguard will have their own fanny pack that includes their own whistle, pocket mask, nitrile gloves and other protective equipment if necessary.
7. Lifeguard chairs/stands will be disinfected between use by different staff members.
8. **First aid** - Have the person that is being treated place a mask over their nose and mouth. Stay back until that is completed. Wear eye protection, disposable gloves and isolation gown.
9. **CPR** – The risk of transmission is extremely low while performing CPR when using a breathing barrier but if you are uncomfortable, have someone call 911 and start hands only CPR (continuous chest compressions without any mouth to mouth contact) until someone else takes over or emergency help arrives. Wear disposable protective gloves.
10. In water/limited touch rescues will be encouraged.

Concession Operation

1. All staff inside concession stand will wear masks.
2. Sanitizing stations placed outside each concession service window that is used for patron hand sanitizing.
3. Six foot spacing while waiting to order or pick up food will be accomplished by placing markings on ground.
4. Placement of tables by concession stand and outside patio will be adjusted or removed to accomplish social distancing guidelines.
5. Tables will be cleaned between users or as often as possible.
6. Service countertop and soda vending machines will be wiped as often as possible.
7. **Concession Operators will provide their own separate plan to accomplish safe food service.**

Monitoring

1. Monitoring of social distancing on deck, in locker rooms, outside front doors and other common areas will be accomplished utilizing 2 to 4 additional staff members and markings on the ground until guidelines change.
2. Monitoring staff will also complete additional cleaning outside of monitoring patrons.
3. Lifeguard staff may be used in these positions if they are currently not on stand or in the rotation.
4. Monitoring staff will be responsible to ensure guidelines and regulations are followed.

WESTON AQUATICS CENTER-WOODSON YMCA POOL COLLABORATION AGREEMENT

Agreement made by and between the Village of Weston, with its principal offices, located at 5500 Schofield Avenue, Weston, WI. 54476 (“Weston”), and the Woodson YMCA, a non-profit organization with its principal offices located at 707 N Third Street, Wausau, WI 54403 (“the YMCA”), as follows:

WHEREAS, the parties have a continuing interest in making available outdoor aquatics opportunities for the surrounding communities.

WHEREAS, Weston will provide recreation facilities, the outdoor pool and amenities.

WHEREAS, the YMCA can provide staff, management, and activities for the Aquatics Programs for the surrounding communities;

WHEREAS, the parties hereto desire to collaborate for the future, on provision of outdoor aquatics opportunities.

NOW, THEREFORE, for good and valuable consideration, receipt of which is hereby acknowledged, the parties agree as follows:

- 1. Scope of Services**-The YMCA will manage the Weston Aquatic Center in accordance with the scope of services attached hereto as Exhibit A. The YMCA is responsible for completing Facility Safety Checks of the Weston Aquatic Center before opening the premises to the public or any private parties and continue to monitor and maintain the premises throughout the course of each day so that it is safe for its employees and patrons. Weston is not responsible for inspecting the premises or maintaining the premises while the Weston Aquatic Center is open to the public or being used by private parties under the supervision of the YMCA. The YMCA shall notify Weston of any defects in the recreation equipment, the pool, and the building so that those defects can be repaired/replaced by Weston.
- 2. Term**-The initial term of this agreement shall begin April 1, 2020 and end on March 31, 2023. Thereafter, the term of this agreement shall automatically renew on the same terms and conditions for successive one-year terms. Either party may terminate this agreement by giving the other party written notice of termination at least six months before the end of the current term.
- 3. Staffing**-The YMCA shall provide management, appropriate certified staff, programming and activities for the recreation program. All staff related to the Programs for the outdoor pool will be YMCA employees and abide by the YMCA Employee Handbook. All programming shall be established and maintained for the benefit of the residents. Weston and the YMCA must discuss any programming changes. Weston will receive all program income and provide the registration software/system.
- 4. Fees**- Weston shall pay the YMCA a \$30,000/year administration fee to manage the Weston Aquatic Center. This fee will be paid in three (3) equal installments with payments due on June 1, July 1, and August 1. The administrative fee will increase

annually by two percent (2%) following the first term. In year one Weston will provide the YMCA with an additional \$5,000 in August's payment to cover the extra administrative labor needed for start-up. **If the season is cut short due to any reason fee will be reduced based on the amount of days closed.** Weston is responsible for reimbursing staffing wages of all Weston Aquatic Center employees except managers. The YMCA shall submit an itemized invoice with all staffing wages, and Weston will reimburse the YMCA within 30 days of receipt of said detailed invoice. Weston is responsible for soliciting advertisements for programs, and supplying telephone and internet service, and any other supplies, equipment, or services necessary to operate the Weston Aquatic Center. The YMCA is not responsible for any expenses incurred by Weston.

5. **Facilities Available**-The Weston Aquatic Center will be available for the community during the months of June, July, and August, consistent with the scope of services attached hereto as Exhibit A.
6. **Entire Agreement**-This document contains the entire agreement of the parties and supersedes any other prior written or oral agreement of the parties.
7. **Amendment**-This agreement shall be amended only by a mutual agreement of the parties, set forth in writing, and attached to this agreement.
8. **Assignment**-The parties acknowledge that the management services contracted herein are unique. Accordingly, neither party may assign their rights or delegate the duties or obligations under this Agreement.
9. **Point of Contact**-Weston and the YMCA will both appoint one person as the point of contact to support and facilitate the orderly and efficient performance of this Agreement.
10. **Binding Effect; Choice of Law**-This agreement shall bind the parties, as well as their respective successors and assigns. This agreement shall be governed by and be construed and interpreted in accordance with the laws of the State of Wisconsin.
11. **Indemnification and Insurance**-The YMCA agrees to indemnify and hold Weston harmless against all losses, claims, or liabilities for personal injury or property damage arising out of any act or omission of the YMCA, its employees, agents, and representatives, in the performance of this Agreement. The YMCA shall maintain general liability insurance, including contract liability coverage, with limits not less than one million dollars per occurrence, and shall name Weston as an additional insured, and shall provide Weston with a certificate of insurance confirming such coverage. Weston agrees to indemnify and hold harmless the Woodson YMCA against all losses, claims, or liabilities for personal injury or property damage arising out of any act or omission of Weston, its employees, agents, and representatives, in the performance of this Agreement. Weston shall maintain general liability insurance, including contract liability coverage, with limits not less than one million dollars per occurrence, and shall name the YMCA as an additional insured, and shall provide the YMCA with a certificate of insurance confirming such coverage.

12. **Cumulative Remedies**-No remedy or election hereunder shall be deemed exclusive, but shall, whenever legally permissible, be available with all other remedies at law or in equity.
13. **Immunity**-Nothing contained in this Agreement constitutes a waiver of Weston's sovereign immunity under applicable law.

The Village of Weston

Dated: _____

Keith Donner, Administrator

Woodson YMCA

Dated: _____

Bryan Bailey, CEO/Executive Director

DRAFT

Exhibit A - Scope of Services for Weston Aquatic Center

Below is a general description of the services. This outline is not meant to be all-inclusive. Any and all tasks and services required to operate the facility successfully day to day need to be completed.

1. Preseason:
 - a. Recruitment and Hiring
 - i. NeoGov program and YMCA accepting applications. (Weston-YMCA) 2020, Will discuss for 2021 and 2022.
 - ii. Respond to applicants as applications are submitted. (YMCA)
 - iii. Announcement on social media outlets/advertising available positions. (Weston -YMCA)
 - iv. Recruitment. (Weston-YMCA)
 - v. Share applicant information with YMCA (Completed-Weston, 2020)
 - vi. Interview and hire applicants (YMCA)
 - b. Re-certification, certification and training of staff (YMCA)
 - c. Outfitting staff with uniforms/suits.) YMCA will secure suits for Weston Aquatic Center Staff and Weston will reimburse. (Weston-YMCA)
 - d. Payroll/time keeping (YMCA)
 - e. Scheduling of staff (YMCA)
 - f. Training
 - i. Coordinate joint training with local EMS and police (YMCA)
 - ii. Bloodborne Pathogen training (YMCA)
 - iii. Pre-season and in-season training (YMCA)
 - iv. Training of all staff for facility operations including head guards, lifeguards and front desk/slide attendants. (Weston-YMCA)
 - g. Prepare documentation necessary for Health Department Inspection (Lifeguard Staffing Plan, Virginia Graeme Baker documentation, SDS, etc.) (Weston-YMCA)
2. In-season:
 - a. Day to day operations and staff management (YMCA)
 - i. Coverage for all open hours of facility (11:00 a.m. to 8:00 p.m. Monday through Saturday and 1:00 p.m. to 8:00 p.m. on Sundays), pre-season rentals, special events, private rentals and training between May 30th and August 23rd, 2020. Dates for 2021 and 2022 to be determined. (YMCA)
 - ii. Comply with all ATCP 76 requirements for documentation including (maintaining daily logbook, fecal accident reports, monthly report on swimming pool operation, death, injury, illness reports, etc.). (YMCA)
 - iii. Opening/Closing (Includes weather related, fecal accidents, minimum patron counts, etc. closings) Inform groups that are scheduled and concession operators. (YMCA)
 - iv. Rule/Policy Enforcement (YMCA)
 - v. Water testing 2 times daily. (YMCA) Problems and treatment issues relayed to Weston.

- vi. Daily cash handling, credit cards, pass sales, deposits (YMCA) Weston will provide processes for these items.
 - vii. Secondary Responsibilities of facility to be completed by guard staff (YMCA) Items beyond regular maintenance to be completed by Weston
 - viii. Work with Rothschild/Schofield Aquatic Center regarding joint passes (Weston-YMCA)
 - ix. Monthly report for village committee's and board (Weston-YMCA).
 - b. Software programs and training (Weston-YMCA)
 - i. Book King – Season Pass Sales, Swim Lesson Registration and Point of Sale
 - ii. Digital Advertising
 - iii. Building Alarm and Camera System
 - c. Swim Lessons
 - i. Manage enrollment and rosters (Weston-YMCA)
 - ii. Manage swim instructors (YMCA)
 - iii. Scheduling of swim instructors and guard staff (YMCA)
 - d. Staff special events (YMCA)
 - i. Water Safety Day
 - ii. Teen Night
 - iii. Private rentals
 - e. Coordinate and schedule groups (Weston-YMCA)
 - i. Pepsi Live Remote
 - ii. Various user groups
 - iii. Birthday parties
 - iv. Private rentals
 - v. Concession operators for rentals, birthday parties, etc.
 - f. Purchasing of necessary supplies for daily operation including lifeguard suits/whistles/pocket masks. (Weston) Assistance from (YMCA) on current inventory. Weston will be responsible for expenses. Exceptions of cleaning supplies, paper products and chemical orders. Weston will take care of these items exclusively.
3. Post season:
- a. Season end report for Park Committee and Village Board (Weston-YMCA)
 - b. Inventory of needed equipment and supplies to purchase for following season (Weston-YMCA)

Weston Aquatic Center

2018, 2019 Actual, 2020 Budget and Estimate

40% Attendance, 58 day% Attendance 58 d 65% Attendance 58 days

	2018 Actual	2019 Actual	2020 Budget	June 27 Opening	June 27 Opening	June 27 Opening
Revenues						
Fees	\$ 93,545	\$ 90,105	\$ 89,000	\$ 52,160	\$ 65,200	\$ 84,760
Passes	21,786	22,614	21,700	-	-	-
Rentals	1,610	3,852	3,100	-	-	-
Birthday Parties	2,655	1,889	1,250	-	-	-
Group Passes	3,250	3,075	2,000	-	-	-
Concessions	6,020	6,407	6,050	2,563	3,204	3,933
Swim Lessons	2,914	3,601	2,900	-	-	-
Other	2,409	3,601	2,385	200	200	200
TOTAL	\$ 134,189	\$ 135,144	\$ 128,385	\$ 54,923	\$ 68,604	\$ 88,893
Expenditures						
Wages/Benefits	113,125	114,589	121,707	51,500	51,500	51,500
Y Contract				35,000	35,000	35,000
Utilities	24,544	26,826	38,750	24,500	24,500	24,500
Contracted Service/Repairs	36,007	34,002	37,600	37,600	37,600	37,600
Supplies & Materials	18,041	19,265	21,575	21,575	21,575	21,575
Capital Outlay - software	2,156	2,275	2,400	2,400	2,400	2,400
TOTAL	193,873	196,957	222,032	172,575	172,575	172,575
Subtotal	(59,684)	(61,813)	(93,647)	(117,652)	(103,971)	(83,682)
Taxes	40,000	40,000	40,000	40,000	40,000	40,000
Room Tax	40,000	40,000	40,000	40,000	40,000	40,000
Net Income (Loss)	20,316	18,187	(13,647)	(37,652)	(23,971)	(3,682)

VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN
5500 SCHOFIELD AVENUE, WESTON, WI 54476
REQUEST FOR CONSIDERATION

Public Mtg/Date:	Board of Trustees – 6/01/2020
Description:	Park Restrooms, Shelters and Reservations
From:	Shawn Osterbrink, Director of Parks, Recreation & Forestry
Question:	Should the village continue to keep park restrooms closed and not accept park reservations?

Background

Currently the restrooms at all village parks are closed and all park reservations through the month of May were cancelled and refunded due to the Safer at Home Order that was previously in place. Once the order was overturned by the Supreme Court, we continued to review information from Marathon County Health, State Department of Health, Wisconsin Economic Development Corporation and the CDC. The current CDC guidelines recommend to clean restrooms daily and more often if possible and WEDC Guidelines state they should be sanitized frequently. Due to the recommended cleaning of these facilities and the amount of staff time and costs these facilities currently remain closed. The amount of cleaning required 7 days a week would also reduce the amount of other work that staff would be able to complete. Staff is also suggesting to not accept park reservations through at least June 30th due to the restrooms being closed. Attached are a few documents pertaining to how Wausau/Marathon County is currently handling their restrooms and park rentals. Currently they have a list of which restrooms are open and which ones are closed based on their ability to clean all of them each day. They are also providing all renters of park facilities with a copy of Order #1 and a letter explaining that as a renter you agree to follow the recommendations to the best of your ability.

Attached Docs:	Marathon County Covid-19 Order #1. Letter from Wausau/Marathon County Parks about renting park facilities. List of county/city facilities.
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Committee Action:	No prior review.
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Fiscal Impact:	N/A
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Recommendation:	Staff recommends keeping restrooms closed and not accepting park reservations at least through June 30th.
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Recommended Language for Official Action

VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN
5500 SCHOFIELD AVENUE, WESTON, WI 54476
REQUEST FOR CONSIDERATION

Additional action:

Good Afternoon,

Jamie Polley provided the following information about renting park facilities.

This is what we are sharing with all of our facility renters. We send a similar email to our large facility users that have different max capacity recommendations

Dear Wausau or Marathon County Park Facility Renter,
Attached please review the Marathon County COVID -19 Order #1. The order provides recommendations for groups, individuals and businesses regarding practices to help reduce the spread of COVID-19. As a renter of a City of Wausau and/or Marathon County facility you agree to follow the recommendations as set forth in Marathon County COVID-19 Order #1 to the best of your ability. Highlights of the order include:

Pursuant to Wis.Stat.252.03(1) & (2), the undersigned Health Officer recommends the following within Marathon County;

Individuals and Families:

- Practice Physical Distancing and Protective Measures, including the following:
 - o Maintaining physical distancing of six (6) feet between people not residing in a single living unit or household;
 - o Washing hands with soap and water for at least 20 seconds as frequently as possible or using hand sanitizer;
 - o Covering coughs or sneezes (into the sleeve or elbow, not hands);
 - o Regularly cleaning high-touch surfaces;
 - o Not shaking hands;
 - o Use of a mask or cloth face covering when physical distancing is impractical;
 - o Limiting travel to reduce the potential for virus transmission;
 - o Following all other public health recommendations issued by the State of Wisconsin Department of Health Services, Marathon County Health Department, and the U.S. Center for Disease Control and Prevention
- Stay home if you are sick and seek appropriate medical care.

Mass Gatherings:*

- Limit gatherings to 50 people or less
- Individuals – avoid situations where you are unable to exercise appropriate physical distancing with non-household members.
- Businesses, Non-Profits, and other Entities – reduce capacity and modify physical spaces to ensure adequate physical distancing for customers and staff.

*At this time, the term “Mass Gatherings” is not specifically defined given the wide variation of spaces and uses governed by this order.

Thank you for your cooperation as we all work together to stop the spread of COVID-19. If you have any questions please contact the Parks, Recreation & Forestry Department at 715-261-1550.



MARATHON COUNTY COVID-19 ORDER #1

We recognize that the State of Wisconsin and Marathon County have made great progress in controlling the spread of the COVID-19. Marathon County is issuing this order as part of its continued commitment to control the transmission of the virus throughout our communities and its goal of being the Healthiest, Safest, and Most Prosperous county in Wisconsin. We further recognize that this situation will continue to evolve and may require future orders to protect the public's health and safety.

In making those future decisions Marathon County will be guided by the following principles:

- Protecting public health and safety are our primary responsibility.
- Continuation and resumption of business and personal activity is essential to the well-being of our community.
- Scientific data and local information must guide our public health decision-making.
- Any orders issued will be consistent with established legal authority granted to Local Health Officers, pursuant to Wis. Stat. § 252.03(1) & (2).
- Any orders issued will strive to avoid inequity amongst the individuals, businesses, and communities impacted.
- Gathering perspectives from local stakeholders is valuable.
- We trust that residents and businesses will follow recommendations and guidance from Public Health authorities to protect each other.

Pursuant to Wis. Stat. § 252.03(1) & (2), the undersigned Health Officer recommends the following within Marathon County:

Individuals and Families:

- Practice Physical Distancing and Protective Measures, including the following:
 - o Maintaining physical distancing of six (6) feet between people not residing in a single living unit or household;
 - o Washing hands with soap and water for at least 20 seconds as frequently as possible or using hand sanitizer;
 - o Covering coughs or sneezes (into the sleeve or elbow, not hands);
 - o Regularly cleaning high-touch surfaces;
 - o Not shaking hands;
 - o Use of a mask or cloth face covering when physical distancing is impractical;
 - o Limiting travel to reduce the potential for virus transmission;
 - o Following all other public health recommendations issued by the State of Wisconsin Department of Health Services, Marathon County Health Department, and the U.S. Centers for Disease Control and Prevention
- Stay home if you are sick and seek appropriate medical care.

Health Department

Businesses, Non-Profits, and other Entities:

- Implement the strategies and practices provided in the Wisconsin Economic Development Corporation Reopening Guidelines at <https://wedc.org/reopen-guidelines/>, the Centers for Disease Control at <https://www.cdc.gov/coronavirus/2019-ncov/index.html>, and the State of Wisconsin Department of Health Services at available at <https://www.dhs.wisconsin.gov/covid-19/index.htm>
- Consult with your local Chamber of Commerce and the Marathon County Health Department to gather additional information to safely resume business activities.

Mass Gatherings:*

- Individuals – avoid situations where you are unable to exercise appropriate physical distancing with non-household members.
- Businesses, Non-Profits, and other Entities – reduce capacity and modify physical spaces to ensure adequate physical distancing for customers and staff.

*At this time, the term “Mass Gatherings” is not specifically defined given the wide variation of spaces and uses governed by this order.

Enforcement. This order provides recommendations and does not provide for enforcement via civil or criminal penalty.

Supremacy. This order, and the recommendations within it, does not supersede any other applicable local health order, state law, or other applicable rule or regulation.

Duration. This order shall become effective immediately. This order shall remain in effect until revoked or superseded by subsequent order.

It is so ordered by the Health Officer of Marathon County.



Joan Theurer, RN, MSN

5/14/2020 | 4:45 PM

Date Time

Stand Alone Restrooms Open

Due to the COVID-19 Pandemic and the required standard of care of daily cleaning and maintenance of all open restrooms the department will have two fulltime restroom maintenance vehicles routed to these locations 7(seven) days a week.

In addition to the restroom maintenance vehicles, there will be onsite cleaning occurring at Big Eau Pleine, Dells of the Eau Claire and Duane L. Corbin Shooting Range Parks by the staff assigned to those facilities.

Due to the increase in frequency and cleaning requirements including dedicated staff to routinely clean the restrooms, not all restrooms in the Parks, Recreation and Forestry Department system will be open. Below is a complete list of restrooms and whether they are open or closed.

Vault Toilets:	
<u>Open</u>	<u>Closed</u>
At Big Eau Pleine Park:	Amco Park
1 West Unit Main/Boat Launch Parking Lot	At Big Eau Pleine Park:
2 West Unit West Campground Loop	1 West Unit Group Campground
3 West Unit Campground by Woodshed	2 West Unit Beach/Picnic Area
4 South Unit Picnic Area	Big Rapids Park
5 South Unit Loop 58-70	Bitzke/ Harrison Hewitt Forest Unit
6 South Unit across from well and self-registration (2)	Bluegill South Park
7 South Unit Loop 71-106 on top of hill	Burma Road Forest Unit
8 Main Entrance Road @ Horse Trail Parking Lot	At Dells of the Eau Claire Park:
DC Everest Park	1 West Unit Group Campground
At Dells of the Eau Claire Park:	Mission Lake Park Beach/Main Picnic Area
1 East Unit Campground Loop	Mountain-Bay Trail @ Norrie Lake
2 East Unit Beach/Picnic Area	Rib Falls Park
3 South Unit Shelter/Picnic Area	Sunnyvale Lake Park (2)
4 West Unit Main Shelter/Picnic Area	
Mission Lake Park Boat Landing	
Nine Mile Forest Unit Chalet Parking Lot	
Cherokee Park (Beginning May 16)	

Restroom Buildings with Plumbing	
<u>Open</u>	<u>Closed</u>
Bluegill Bay Park North	Brockmeyer Park
At Marathon Park:	At Marathon County Sports Complex:
1 Midway	1 Concession Building
2 Splash Pad/Marathon Junction	2 Maintenance Garage
3 Campground	Marathon Park Grandstand
Oak Island Park	Mountain-Bay Trailhead - Weston
Shooting Range	Sunnyvale Softball Complex
River Edge Trail/Farmers Market (1) Open on event days only	

Please note: There will not be any portable toilet units placed within our park system at this time.



Call the Park Department with any questions at 715/261.1550

Updated May 14, 2020