



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

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**Monday, July 20, 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 Senior Trustee
2. Pledge Allegiance to the Flag
3. Roll Call by Clerk for Board of Trustees
  - Ermeling, Fiene, Maloney, Xiong, White, Ziegler
4. Board of Trustees Election of Temporary President to Preside over this meeting or until Specified Conditions are met.
5. [Acknowledge resignation of President Wally Sparks effective July 17, 2020, in accordance with the e-mail submitted to Clerk Sherry Weinkauf of July 6, 2020.](#)

**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/93763066680>

**Join Zoom Meeting by Phone (audio only meeting to make comments):**

+1 301 715 8592 US (Germantown)  
+1 312 626 6799 US (Chicago)  
+1 929 436 2866 US (New York)

Meeting ID: 937 6306 6680

To join the **live access only** meeting (no comments accepted here) please visit [https://www.youtube.com/channel/UCFxfhgqCP66X4E2\\_vRX2c3SA](https://www.youtube.com/channel/UCFxfhgqCP66X4E2_vRX2c3SA) (this is for viewing purposes only).

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

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**PUBLIC HEARING**

6. [Consider amending the future land use map found in Map 3-1 of Volume 2 Vision and Directions of the Village's Comprehensive Plan for the following properties:](#)
  - 4707 Camp Phillips Rd – land use designation from Industrial to Institutional. (PIN 192 2808 162 0971)
  - 4106 Ross Avenue - from Multiple Family Residential to Institutional. (PIN 192 2808 162 0970)
  - 4204 Ross Avenue - from Multiple Family Residential to Institutional. (PIN 192 2808 162 0969)
  - A parcel of land being part of Lot 1 of Certified Survey Map 17438 located in the Southwest ¼ of the Southeast ¼ of Section 23, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin. Said parcel contains 615,585 SF or 14.13 Acres. Subject to all roadways and easements of record. - Land use designation from Park and Recreation to Industrial. (PIN 192 2808 234 0990)
7. Acknowledge Plan Commission Recommendation - Resolution No. 2020-PC-001: A Resolution Recommending Adoption of Components of The Comprehensive Plan of The Village of Weston, Marathon County, Wisconsin; Consisting of Amendments to Chapter 3: Land Use, Specifically Map 3-1 Future Land Use, of Volume 2: Vision and Directions.
8. Discussion and Action on Ordinance No. 20-007: An Ordinance to Adopt Components of the Village's Comprehensive Plan; Consisting of Amendments to the Future Land Use Map Found in Map 3-1 in Volume 2: Vision and Direction.

**MINUTES FROM PREVIOUS MEETINGS.**

9. [7/6/2020 Board of Trustees](#)

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

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

**REPORTS FROM DEPARTMENTS**

23. [Administrator](#)

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

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24. Clerks
25. Finance
26. Fire/EMS
27. Parks & Recreation
28. Plan/Dev
  - Refuse & Recycling Program Update
29. Police
30. Public Works
31. Technology

**WORK PRODUCT TRANSMITTALS**

32. June Building Permits
33. June Budget Status Report

**CONSENT AGENDA**

34. Requests to pull items out of consent consideration
35. Vouchers – 52782-52877.
36. Action on consent agenda items

**ORDINANCES**

37. Ordinance No. 20-008: An ordinance to approve the rezoning of 4707 Camp Phillips Rd from GI General Industrial to INT Institutional & 4106 Ross Ave & 4204 Ross Ave from MF Multiple-family Residential to INT Institutional
38. Ordinance No. 20-009: An ordinance to approve the rezoning of a 5.38 acre and 14.13 acre lots along Weston Avenue between Zinser St and Progress Way from AR Agriculture and Residential to LI Limited Industrial

**RESOLUTIONS**

39. Resolution No. 2020-009: A Resolution to change the Polling Place for all Wards in the Village of Weston to Dale's Weston Lanes, 5902 Schofield Ave., Weston, WI.

**NEW BUSINESS**

40. Discussion and possible action on the appointment of a new President:
  - appoint a new President for the residue of the unexpired term
  - appoint a new President for the residue of the unexpired term or until a special election is held
  - leave the position vacant until a new President is elected in a special election
  - leave the position vacant for the remainder of the unexpired term
41. If the Board appoints a new President, discussion and possible action on process to fill the recently vacated Trustee seat.
42. Swiderski Development Agreement
43. Adopt all the provisions of Marathon County Code Section 7.125, ATV's and UTV's, which includes delegating route designation to the County
44. Tanya/Tricia Lift Station Design Contract
45. Sealcoating of Water and Sewer Utility Facilities

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

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- 46. [Crestwood Acres Neighborhood Reconstruction Engineering Contract](#)
- 47. Capital Improvement Program Update
  - [Bid Results for Public Safety Building Remodel and recommendation](#)
  - [Recommendation for 2020 borrowing](#)

**MOVE TO CLOSED SESSION PER 19.85(1)(e)**

Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

- Offer by Tommy Docks to purchase land in Weston Business Park.
- Revisions to TIF Assistance Agreement with Eau Claire River, LLC/PGA, Inc., following review by Village Legal Counsel

**RECONVENE TO OPEN SESSION**

**POSSIBLE ACTION ON CLOSED SESSION ITEMS**

- Offer to purchase land in Business Park by Tommy Docks
- Revisions to TIF Assistance Agreement with Eau Claire River, LLC/PGA, Inc., following review by Village Legal Counsel

**REMARKS FROM TRUSTEES**

**REMARKS FROM THE PRESIDENT**

**FUTURE ITEMS**

Next meeting date(s):

- August 3, 2020, Board of Trustees Regular Meeting at 6:00 p.m.
- August 17, 2020, Board of Trustees Regular Meeting at 6:00 p.m.

**WITH NO OTHER PLANNED BUSINESS, THE MEETING IS ADJOURNED UNTIL AUGUST 3, 2020 @ 6:00 P.M.**

**From:** [Wally Sparks](#)  
**To:** [Sherry Weinkauf](#)  
**Cc:** [Keith Donner](#)  
**Subject:** Resignation  
**Date:** Monday, July 6, 2020 9:20:51 AM

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Sherry,

This email is to officially serve notice that I will be resigning as Village Board President with my last day in office being Thursday, July 16, 2020. I am moving out of state and will no longer have residency to continue as Village President. I have enjoyed serving the residents these past two plus years and working with the board and staff. Time for the next chapter in my life spoiling grandkids in South Carolina.

Wally Sparks - Village President

“Success will come and go, but Integrity is forever. So do what is right and let the consequence follow”

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

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**Public Mtg/Date:** Board of Trustees – 7/20/2020

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**Description:** Public Hearing - Consider amending the future land use map found in Map 3-1 of Volume 2 Vision and Directions of the Village's Comprehensive Plan for the following properties:

- 4707 Camp Phillips Rd – land use designation from Industrial to Institutional. (PIN 192 2808 162 0971)
- 4106 Ross Avenue - from Multiple Family Residential to Institutional. (PIN 192 2808 162 0970)
- 4204 Ross Avenue - from Multiple Family Residential to Institutional. (PIN 192 2808 162 0969)
- A parcel of land being part of Lot 1 of Certified Survey Map 17438 located in the Southwest ¼ of the Southeast ¼ of Section 23, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin. Said parcel contains 615,585 SF or 14.13 Acres. Subject to all roadways and easements of record. - Land use designation from Park and Recreation to Industrial. (PIN 192 2808 234 0990).

**Acknowledge Plan Commission Recommendation - Resolution No. 2020-PC-001: A Resolution Recommending Adoption of Components of The Comprehensive Plan of The Village of Weston, Marathon County, Wisconsin; Consisting of Amendments to Chapter 3: Land Use, Specifically Map 3-1 Future Land Use, of Volume 2: Vision and Directions.**

**Discussion and Action on Ordinance No. 20-007: An Ordinance to Adopt Components of the Village's Comprehensive Plan; Consisting of Amendments to the Future Land Use Map Found in Map 3-1 in Volume 2: Vision and Direction.**

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**From:** Jennifer Higgins, Director of Planning & Development

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

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**Question:**                    **Should the Village Board approve the PC recommendation to amend the Future Land Use Map found in Volume 2: Vision and Direction?**

**Background**

Village staff has initiated a Comprehensive Plan Map Amendment for properties the Village currently owns. Development plans have recently changed for these properties resulting in a need to rezone them. To maintain consistency with the Village Comprehensive Plan, specifically Map 3-1 Future Land Use Map, a comprehensive plan map amendment is first needed prior to the rezone requests being granted.

**Project #20200161** – Camp Phillips Road – Old G&B Produce Site and two vacant lots. Proposed site of New Municipal Center Building

- 4707 Camp Phillips Rd – land use designation from Industrial to Institutional and zoning from GI General Industrial to INT Institutional. (PIN 192 2808 162 0971)
- 4106 Ross Avenue - from Multiple Family Residential to Institutional and zoning from MF Multiple Family Residential to INT Institutional. (PIN 192 2808 162 0970)
- 4204 Ross Avenue - from Multiple Family Residential to Institutional and zoning from MF Multiple Family Residential to INT Institutional. (PIN 192 2808 162 0969)

The proposed plan for these lands is to complete the comprehensive plan map amendment so that the properties can be rezoned and a certified survey map can be completed to combine the 3 lots together. The Village is in the process of designing a new municipal center that would be constructed on this site in 2021.

**Project #20200162** – Weston Avenue – Previously owned by Cliff Mashuda Property – vacant – site previously planned for sports complex.

- A parcel of land being part of Lot 1 of Certified Survey Map 17438 located in the Southwest ¼ of the Southeast ¼ of Section 23, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin. Said parcel contains 615,585 SF or 14.13 Acres. Subject to all roadways and easements of record. Land use designation from Park and Recreation to Industrial and zoning from AR Agriculture and Residential to LI Limited Industrial. (PIN 192 2808 234 0990)

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

The proposed plan for this parcel is to complete a comprehensive plan map amendment to allow the property to be rezoned to allow the expansion of Business Park South.

The Plan Commission reviewed the proposed amendments to the Future Land Use map at a public hearing on June 8, 2020 in conjunction with the rezone request public hearings for each property. No one spoke in opposition.

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**Attached Docs:**      Hearing Notice for July 20, 2020 BOT Hearing

Resolution No. 2020-PC-001: A Resolution Recommending Adoption of Components of The Comprehensive Plan of The Village of Weston, Marathon County, Wisconsin; Consisting of Amendments to Chapter 3: Land Use, Specifically Map 3-1 Future Land Use, of Volume 2: Vision and Directions (for acknowledgment by the BOT)

Ordinance No. 20-007: An Ordinance to Adopt Components of the Village’s Comprehensive Plan; Consisting of Amendments to the Future Land Use Map Found in Map 3-1 in Volume 2: Vision and Direction. (needs to be approved by the BOT)

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**Committee Action:**      PC held a public hearing on 6/8/20. The Commission recommended approval.

PC adopted Resolution No. 2020-PC-001: A Resolution Recommending Adoption of Components of The Comprehensive Plan of The Village of Weston, Marathon County, Wisconsin; Consisting of Amendments to Chapter 3: Land Use, Specifically Map 3-1 Future Land Use, of Volume 2: Vision and Directions.

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**FISCAL IMPACT:**      TBD.

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**Recommendation:**      Director recommends approval of the Amendments by adoption of Ordinance.

**Recommended Language for Official Action**

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

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**I move to Approve/Deny Ordinance No. 20-007 and direct staff to begin Plan implementation.**

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**Additional action:** Publication of Ordinance (Staff)  
Rezone of Property (BOT)

**NOTICE OF PUBLIC HEARING**  
**Village of Weston, Wisconsin**

**BY:** Board of Trustees, Village of Weston  
**DATE:** Monday, July 20, 2020  
**TIME:** 6 p.m.  
**PLACE:** Weston Municipal Center, 5500 Schofield Ave., Weston, WI 54476

The Village of Weston Board of Trustees will be holding a public hearing on Monday, July 20, 2020, at 6 pm, to consider amending the future land use map found in Map 3-1 of Volume 2 Vision and Directions of the Village's Comprehensive Plan for the following properties:

- 4707 Camp Phillips Rd – land use designation from Industrial to Institutional. (PIN 192 2808 162 0971)
- 4106 Ross Avenue - from Multiple Family Residential to Institutional. (PIN 192 2808 162 0970)
- 4204 Ross Avenue - from Multiple Family Residential to Institutional. (PIN 192 2808 162 0969)
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The proposed update is available for review at the Weston Municipal Center, 5500 Schofield Avenue, Weston, WI, and on the Village's Web page at <http://westonwi.gov/CompPlan>. Written comments on the proposed updated document should be submitted to the Weston Municipal Center (attention Jennifer Higgins), by noon on July 14, 2020 to be included in the meeting packet. All written comments will be forwarded to the Board for their consideration. **All interested persons wishing to provide testimony during the Public Hearings will be given an opportunity to be heard. Due to the COVID-19 social distancing measures currently in place, no more than 10 people will be allowed in attendance at the meeting at one time. Alternative measures will be provided on the final meeting agenda to allow those not in attendance to still participate and comment.**

Any person planning to attend needing special accommodations in order to participate should call the Village at (715) 359-6114.

Dated this 16 day of June 2020  
Sherry Weinkauff, Village Clerk

Published as a Class 1 Notice in the Wausau Daily Herald on Wednesday, June 17, 2020.



5500 Schofield Avenue  
Weston, WI 54476

715-359-6114  
[www.westonwi.gov](http://www.westonwi.gov)

# Village of Weston Marathon County, WI



## FUTURE LAND USE MAP



Map Date: 5/21/2020  
Adoption Date: 2/21/2019



### LEGEND

4707 Camp Phillips Rd & 4106, 4204 Ross Ave

### MUNICIPAL FEATURES

Village of Weston Incorporated Boundary

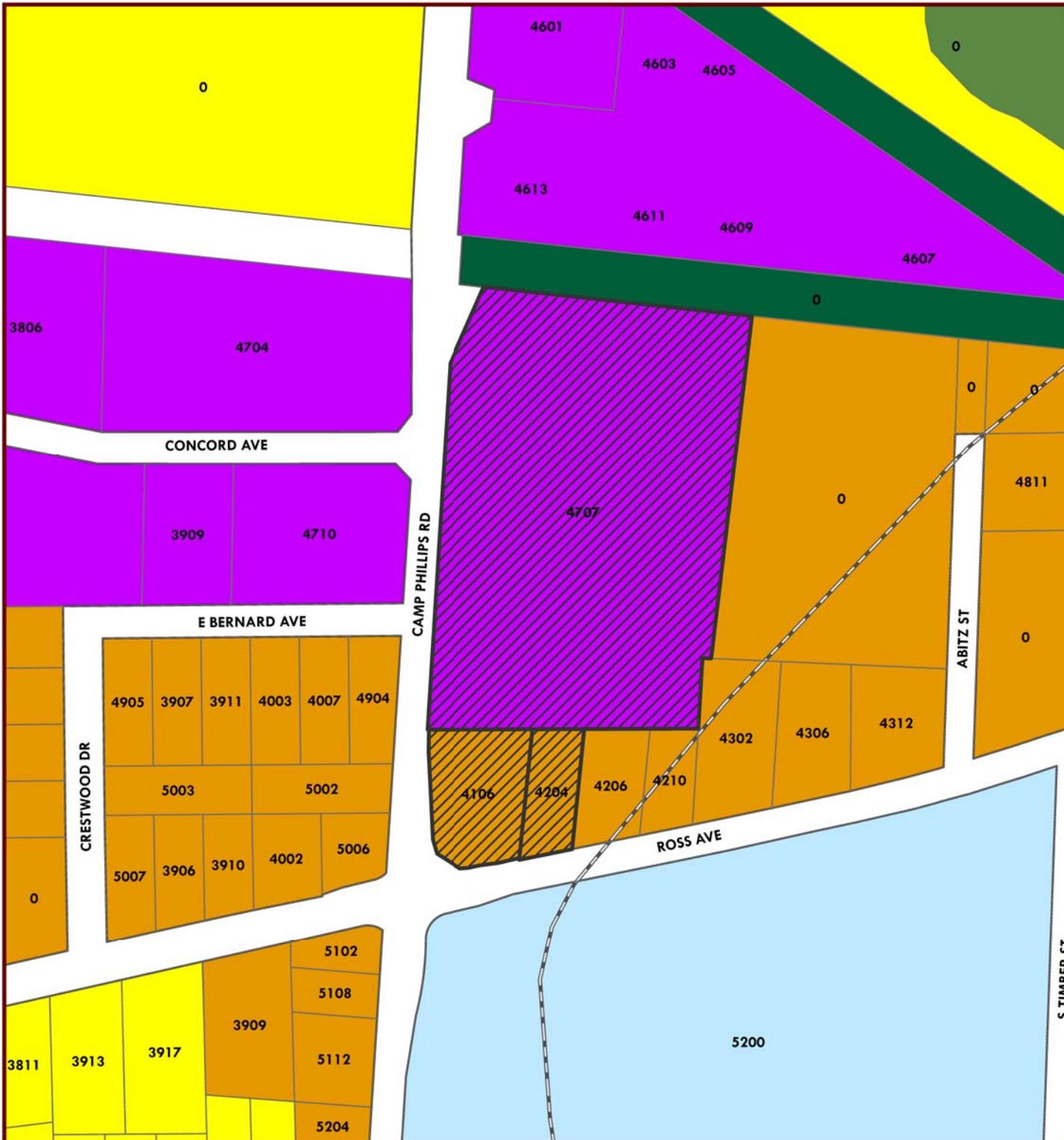
Right-of-Way

### WELLHEAD PROTECTION OVERLAY

Zone B 5-Year Municipal Well Recharge Area

### Future Land Use

- Agriculture
- Business/Office Park
- Commercial
- Environmental Corridor
- Industrial
- Institutional
- Mixed Use
- Multifamily Residential
- Park and Recreation
- Planned Neighborhood
- Single Family Residential - Sewered
- Single Family Residential - Unsewered
- Two Family Residential

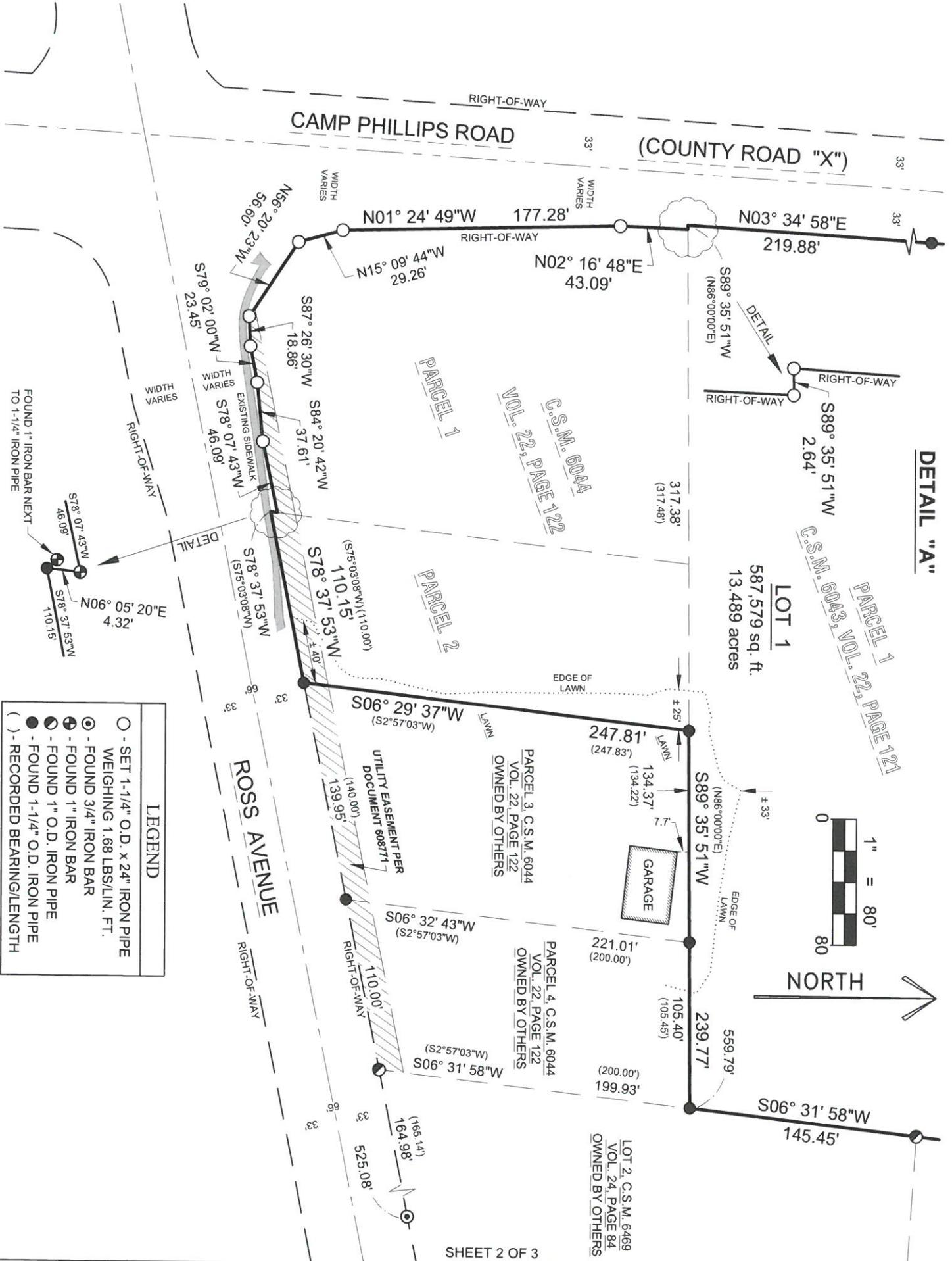


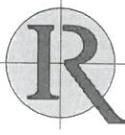


Preliminary

# MARATHON CO. CERTIFIED SURVEY MAP NO. \_\_\_\_\_

Of Parcel 1 of Certified Survey Map Number 6043 recorded in Volume 22 of Certified Survey Maps on Page 121, of Parcel 2 and part of Parcel 1 of Certified Survey Map Number 6044 recorded in Volume 22 of Certified Survey Maps on Page 122 located in the Northwest 1/4 of the Northwest 1/4 and the Southwest 1/4 of the Northwest 1/4 of Section 16, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin.



 <b>RIVERSIDE LAND SURVEYING LLC</b> 5310 WILLOW STREET, WESTON, WI 54476 PH 715-241-7500 - FAX 715-355-6894 email - mail@riversidelandsurveying.com	<b>DRAWN BY</b> M.F.L.	<b>DATE</b> NOVEMBER 14, 2019
	<b>CHECKED BY</b> K.J.W.	<b>PROJECT NO.</b> 3182
<b>PREPARED FOR:</b> VILLAGE OF WESTON		

Preliminary

MARATHON CO. CERTIFIED SURVEY MAP NO.

Of Parcel 1 of Certified Survey Map Number 6043 recorded in Volume 22 of Certified Survey Maps on Page 121, of Parcel 2 and part of Parcel 1 of Certified Survey Map Number 6044 recorded in Volume 22 of Certified Survey Maps on Page 122 located in the Northwest 1/4 of the Northwest 1/4 and the Southwest 1/4 of the Northwest 1/4 of Section 16, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin.

I, Keith J. Walkowski, Professional Land Surveyor S-2717, hereby certify to the best of my knowledge and belief: That I have surveyed, mapped and divided Parcel 1 of Certified Survey Map Number 6043 recorded in Volume 22 of Certified Survey Maps on Page 121, of Parcel 2 and part of Parcel 1 of Certified Survey Map Number 6044 recorded in Volume 22 of Certified Survey Maps on Page 122 located in the Northwest 1/4 of the Northwest 1/4 and the Southwest 1/4 of the Northwest 1/4 of Section 16, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin, described as follows:

Commencing at the Northwest corner of said Section 16; Thence South 03°34'58" West along the West line of said Northwest 1/4, 679.66 feet; Thence South 86°25'02" East, 33.00 feet to the East right-of-way line of Camp Phillips Road, the South right-of-way line of the abandoned railroad right-of-way and the North line of said Parcel 1 of Certified Survey Map Number 6043 which is the point of beginning; Thence South 83°53'21" East along said North line of Parcel 1, 602.45 feet to the West line of Certified Survey Map Number 2676 recorded in Volume 10 of Certified Survey Maps on Page 149; Thence South 06°31'58" West along said West line of Certified Survey Map Number 2676 and the West line of Lot 2 of Certified Survey Map Number 6469 recorded in Volume 24 of Certified Survey Maps on Page 84, 843.92 feet to the North line of Parcel 4 of said Certified Survey Map Number 6044 recorded in Volume 22 of Certified Survey Maps on Page 122; Thence South 89°35'51" West along said North line of Parcel 4 and the North line of Parcel 3 of said Certified Survey Map Number 6044 recorded in Volume 22 of Certified Survey Maps on Page 122, 239.77 feet to the West line of said Parcel 3 of Certified Survey Map Number 6044; Thence South 06°29'37" West along said West line, 247.81 feet to the North right-of-way line of Ross Avenue; Thence South 78°37'53" West along said North right-of-way line, 110.15 feet; Thence North 06°05'20" East along said North right-of-way line, 4.32 feet; Thence South 78°07'43" West along said North right-of-way line, 46.09 feet; Thence South 84°20'42" West along said North right-of-way line, 37.61 feet; Thence South 79°02'00" West along said North right-of-way line, 23.45 feet; Thence South 87°26'30" West along said North right-of-way line, 18.86 feet to said East right-of-way line of Camp Phillips Road; Thence North 56°20'23" West along said East right-of-way line, 56.60 feet; Thence North 15°09'44" West along said East right-of-way line, 29.26 feet; Thence North 01°24'49" West along said East right-of-way line, 177.28 feet; Thence North 02°16'48" East along said East right-of-way line, 43.09 feet; Thence South 89°35'51" West along said East right-of-way line, 2.64 feet; Thence North 03°34'58" East along said East right-of-way line, 908.27 feet to the point of beginning.

That the above described parcel of land contains 587,579 square feet or 13.489 acres, more or less;

That said parcel is subject to all easements, restrictions and right-of-ways of record including a permanent limited easement per Document Number 1221001 and a utility easement per Document Number 608771;

That I have made this survey, division and map thereof at the direction of the Village of Weston, Buyer of said parcel;

That I have fully complied with the provisions of Section 236.34 of the Wisconsin Statutes, Chapter A-E7 of the Wisconsin Administrative Code and the subdivision regulations of the Village of Weston in Surveying, Mapping and Dividing the same.

That said map is a correct and accurate representation of the exterior boundaries of said parcel and the division thereof.

Dated this \_\_\_\_\_ day of \_\_\_\_\_

Riverside Land Surveying LLC
Keith J. Walkowski
P.L.S. No. 2717

Village of Weston Approval Certificate:

Reviewed and Approved under Chapter 74 of the Village of Weston Ordinance.

By \_\_\_\_\_

Date \_\_\_\_\_
Village of Weston Zoning Department

Logo for Riverside Land Surveying LLC and a table with fields: DRAWN BY (M.F.L.), DATE (NOVEMBER 14, 2019), CHECKED BY (K.J.W.), PROJECT NO. (3182), PREPARED FOR: VILLAGE OF WESTON.

# Village of Weston Marathon County, WI



## FUTURE LAND USE MAP



Map Date: 5/21/2020  
Adoption Date: 2/21/2019



### LEGEND

Project #20200162 Parcels

### MUNICIPAL FEATURES

Village of Weston Incorporated Boundary

Right-of-Way

Surface Water

### Future Land Use

Agriculture

Business/Office Park

Commercial

Environmental Corridor

Industrial

Institutional

Mixed Use

Multifamily Residential

Park and Recreation

Planned Neighborhood

Single Family Residential - Sewered

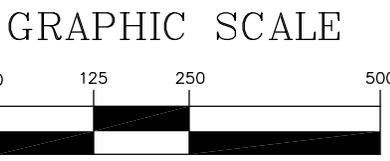
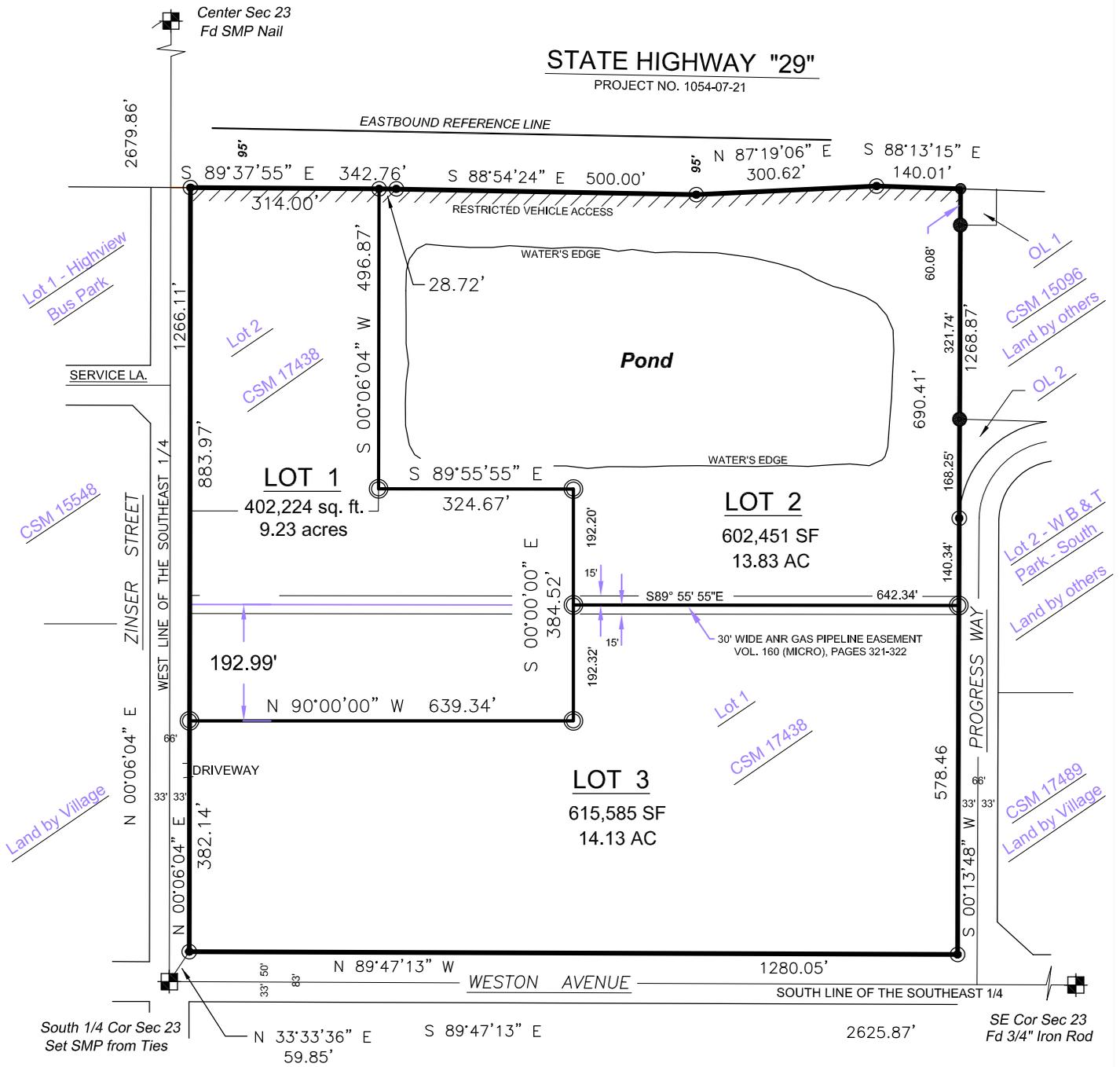
Single Family Residential - Unsewered

Two Family Residential



# Certified Survey Map No \_\_\_\_\_

OF ALL OF LOTS 1 AND 2 OF CERTIFIED SURVEY MAP NO. 17438  
 LOCATED IN THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 23  
 TOWNSHIP 28 NORTH, RANGE 8 EAST, VILLAGE OF WESTON  
 MARATHON COUNTY, WISCONSIN



- 1" X 24" OD IRON PIPE WEIGHING 1.13 LBS/LINEAL FOOT SET
- FOUND 3/4" IRON ROD
- ⦿ FOUND 1" ID IRON PIPE
- ( ) RECORD DATA

BEARINGS ARE REFERENCED TO THE SOUTH LINE OF THE SE 1/4 OF SEC 23 ASSUMED TO BEAR S 89° 47' 13" E



**VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN**

**RESOLUTION NO. 2020-PC-001**

**A RESOLUTION RECOMMENDING ADOPTION OF COMPONENTS OF THE COMPREHENSIVE PLAN OF THE VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN; CONSISTING OF AMENDMENTS TO CHAPTER 3: LAND USE, SPECIFICALLY MAP 3-1 FUTURE LAND USE, OF VOLUME 2: VISION AND DIRECTIONS**

**WHEREAS**, pursuant to §§61.35 and 62.23(2) and (3) of the Wisconsin Statutes, the Village of Weston is authorized to prepare and adopt a comprehensive plan as defined in §§66.1001(1)(a) and 66.1001(2) of the Wisconsin Statutes; and

**WHEREAS**, the Village has divided its comprehensive plan into three volumes, titled Volume 1—Conditions and Issues, Volume 2—Vision and Directions, and Volume 3—Supplemental Plans; and

**WHEREAS**, Volume 2—Vision and Directions contains the Village’s vision and the comprehensive plan chapters, specified under Wisconsin law. Most chapters include a goal, objectives, policies, and initiatives to guide the future enhancement and development of the Village. Goals are broad statements that express general public priorities about how the Village will approach development issues. Objectives are more specific than goals and are usually attainable through planning and implementation activities. Policies may be understood as day-to-day rules to ensure plan implementation and to accomplish the goals and objectives. Initiatives are specific, proactive projects or efforts that will, once implemented, achieve the vision, goals, and objectives in this volume; and

**WHEREAS**, Volume 2 – Vision and Directions contains a Chapter 3 Land Use and a Map 3-1 Future Land Use which serves as the land use plan for the Village and is the basis for more detailed planning efforts, the zoning map and ordinance, rezoning and conditional use permits, subdivision plats and certified survey maps, and annexations and intergovernmental agreements; and

**WHEREAS**, it is required by law there be consistency between the Comprehensive Plan and zoning and subdivision ordinances, rezoning and other land use decisions; and

**WHEREAS**, to maintain consistency there are times the Comprehensive Plan may be amended to meet the changing needs of the community and its vision for the future; and

**WHEREAS**, an amendment process is provided for these reasons in Sec. 94.16.14 of the Zoning Ordinance; and

**WHEREAS**, the Village completed an application to amend the future land use map found in Map 3-1 of Volume 2 Vision and Directions for the following properties:

- 4707 Camp Phillips Rd – land use designation from Industrial to Institutional. (PIN 192 2808 162 0971)
- 4106 Ross Avenue - from Multiple Family Residential to Institutional. (PIN 192 2808 162 0970)
- 4204 Ross Avenue - from Multiple Family Residential to Institutional. (PIN 192 2808 162 0969)
- A parcel of land being part of Lot 1 of Certified Survey Map 17438 located in the Southwest ¼ of the Southeast ¼ of Section 23, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin. Said parcel contains 615,585 SF or 14.13 Acres. Subject to all

roadways and easements of record. - Land use designation from Park and Recreation to Industrial. (PIN 192 2808 234 0990); and

**WHEREAS**, an official notice to obtain public comment was published in the Monday, May 25, 2020, and Monday, June 1, 2020, editions of the Wausau Daily Herald, with one opportunity for such comment occurring at a Plan Commission meeting on June 8, 2020; and

**WHEREAS**, the Village Board has also scheduled a public hearing on the afore mentioned Future Land Use Map Amendments on July 20, 2020, in compliance with the requirements of §66.1001(4)(d) of Statutes; and

**WHEREAS**, the Plan Commission has considered public comments received to date and the recommendations of Village staff and has determined to recommend Board approval of the afore mentioned amendments to 3-1 Future Land Use in Volume 2 Vision and Directions.

**NOW THEREFORE BE IT RESOLVED**, the Plan Commission of the Village of Weston hereby recommends that the Village Board adopt an ordinance to constitute official Village approval of the following amendments to Map 3-1: Future Land Use of Volume 2—Vision and Directions of the Village's comprehensive plan:

- 4707 Camp Phillips Rd – land use designation from Industrial to Institutional. (PIN 192 2808 162 0971)
- 4106 Ross Avenue - from Multiple Family Residential to Institutional. (PIN 192 2808 162 0970)
- 4204 Ross Avenue - from Multiple Family Residential to Institutional. (PIN 192 2808 162 0969)
- A parcel of land being part of Lot 1 of Certified Survey Map 17438 located in the Southwest ¼ of the Southeast ¼ of Section 23, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin. Said parcel contains 615,585 SF or 14.13 Acres. Subject to all roadways and easements of record. - Land use designation from Park and Recreation to Industrial. (PIN 192 2808 234 0990)

**ADOPTED BY THE PLAN COMMISSION OF THE VILLAGE OF WESTON**, at a meeting thereof, this 8<sup>th</sup> day of the month of June, 2020.

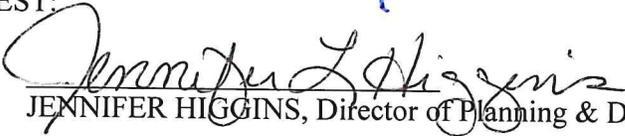
VILLAGE OF WESTON, a Municipal Corporation of the State of Wisconsin.

By:

  
MARK MALONEY, Plan Commission Vice-Chair

ATTEST:

By:

  
JENNIFER HIGGINS, Director of Planning & Development



**VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN**

**ORDINANCE NO. 20-007**

**AN ORDINANCE TO AMEND COMPONENTS OF THE VILLAGE'S COMPREHENSIVE PLAN; CONSISTING OF AMENDMENTS TO THE FUTURE LAND USE MAP FOUND IN MAP 3-1 IN VOLUME 2: VISION AND DIRECTION.**

WHEREAS, pursuant to §§61.35 and 62.23(2) and (3) of the Wisconsin Statutes, the Village of Weston is authorized to prepare and adopt a comprehensive plan as defined in §§66.1001(1)(a) and 66.1001(2) of the Wisconsin Statutes; and

WHEREAS, §§66.1001(2)(i) of Statutes requires that a comprehensive plan be updated no less than once every 10 years; and

WHEREAS, in 2013, the Village began a public process to completely update its comprehensive plan, guided by a public participation strategy and procedures adopted by the Village Board on May 6, 2013, via Resolution VW-13-01 and November 9, 2015, via Resolution 2015-034; and

WHEREAS, the Village has divided its comprehensive plan into three volumes, titled Volume 1—Conditions and Issues, Volume 2—Vision and Directions, and Volume 3—Supplemental Plans; and

WHEREAS, Volume 2—Vision and Directions is intended to contain the village's vision and the comprehensive plan chapters specified under Wisconsin law; and

WHEREAS, from time to time changes are needed to reflect the changing pattern of development of the Village, especially to the Land Use Map provide in Map 3-1 of Volume 2 Vision and Direction; and

WHEREAS, the Village Staff provided information on the proposed future land use map amendments materials during a public hearing on June 8, 2020 to gain direction and input from the Plan Commission, and the interested public; and

WHEREAS, such direction and input has been incorporated into the draft future land use map, which has been available on the Village website for public review since May 2020; and

WHEREAS, an official notice to obtain public comment was published in the Monday, May 25, 2020 and Monday, June 1, 2020 editions of the Wausau Daily Herald, with one opportunity for such comment occurring at a Plan Commission meeting on June 8, 2020; and

WHEREAS, the Land Use Map provide in Map 3-1 of Volume 2 Vision and Direction has been revised and comments have been incorporated into the final draft Map which has been available on the Village website for public review since June 2020; and



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

---

**Monday, July 6, 2020, at 6:00 p.m.**

- 1. Board of Trustees Meeting called to order by President Sparks**  
Sparks called the Board of Trustees meeting to order at 6:00 p.m.
- 2. Pledge Allegiance to the Flag**
- 3. Roll Call by Clerk for Board of Trustees**

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

**PUBLIC COMMENTS**

No comments.

**MINUTES FROM PREVIOUS MEETINGS.**

- 4. 6/15/2020 Board of Trustees**

*Motion by Fiene, second by Ziegler to approve the minutes.* Q/Donner asked that two corrections be made on item #45. First correction is to change the word despair to disparage on page 7. The second correction is the final motion should be changed to “Motion by Fiene, second by White to put out an RFP for Attorney Services to be voted on and sent out at next meeting with clear definition of duties”.

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

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

- 5. 6/16/2020 Board of Review**

*Motion by Maloney, second by Fiene to approve the minutes.*

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

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

---

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

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

6. Community Development Authority
7. Everest Metro Police Commission
8. Extraterritorial Zoning
9. Finance
10. Human Resources
11. Joint Review Board
12. Parks & Recreation
13. Plan Commission
14. Public Works
15. SAFER
16. Tourism
17. Zoning Board of Appeals

*Motion by White, second by Maloney to acknowledge item #9, 10 and 14.*

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

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

**REPORTS FROM DEPARTMENTS**

**18. Administrator**

Donner gave praise to Park Superintendent Osterbrink, Technology Director Crowe and their team for all their hard work in getting the Aquatic Center open. He also reported that he followed up with both Joe Buska and Gary Barnett relative to the Wandering Springs West outlots. He recently received some feedback on the Village's website content and said staff is behind on making updates and he hopes to begin working on that soon. He is even considering getting some outside help from an outside consultant or contractor.



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

---

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

**ORDINANCES**

No ordinances.

**RESOLUTIONS**

No resolutions.

**NEW BUSINESS**

**31. Discussion of Use of Village of Weston's Community Center/Municipal Court Room at the Weston Public Safety Building**

Sparks said there have been some recent requests to use the Community Center. It is owned by the Village. It has always been used for various things in the past. The Judge has some concerns with cleaning and said anyone wanting to use the room needs to contact the Court Clerk. Donner said staff will follow up with the Court Clerk regarding room scheduling. Xiong asked about cleaning. Donner said the Village can provide wipes and hand sanitizer. White said the room should always be available for other entities to use.

**32. Purchase of sanitizing equipment for the Municipal Facilities**

*Motion by Xiong, second by Fiene to approve purchasing a Chlorox Total 360 Sprayer.*

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

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

**33. Tax Increment Finance PAYGO Development Agreement with Eau Claire River, LLC and PGA, Inc.**

Donner said the terms of the development agreement include receiving \$275,000 of TIF assistance over 10 years. There are also some FTE requirements and penalties. The document should be reviewed by legal counsel.

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

---

*Motion by Maloney, second by Fiene to approve the purchase and incentive and Development Agreement with Eau Claire River, LLC and PGA, Inc. for the project at 7315 Zinser Street, along with the Memorandum of Agreement, as presented, contingent on review by Village legal counsel.*

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

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

**MOVE TO CLOSED SESSION PER 19.85(1)(e)**

Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

- Attorney proposal evaluation and interviews
- Offer by NORCON Construction to purchase Lot 7 of the Weston Business and Technology Park-South. (9102 Progress Way)

*Motion by Ermeling second by Fiene to adjourn to closed session.*

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

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

**RECONVENE TO OPEN SESSION**

*Motion by Ziegler second by Xiong to reconvene from closed session.*

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

<b>Trustee</b>	<b>Voting</b>
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**VILLAGE OF WESTON, WISCONSIN**  
**OFFICIAL MEETING MINUTES OF THE BOARD OF TRUSTEES**

---

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

*No action was taken in closed session.*

**POSSIBLE ACTION ON CLOSED SESSION ITEMS**

- **Village attorney selection and services**  
Sparks said this item will be referred to the July 20<sup>th</sup> meeting and staff will present an RFP to the Board.
- **Offer to purchase from NORCON Construction**

*Motion by Ermeling, second by White to authorize staff to develop an agreement for \$25,00 an acre and have it reviewed by legal counsel.*

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

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

**REMARKS FROM TRUSTEES**

Fiene said a lot of people don't know the difference between the area communities. He suggested local leaders begin discussions related to merging the communities and creating the City of Everest. Maloney agrees.

On behalf of the whole board Maloney presented to Sparks an inscribed gavel.

**REMARKS FROM THE PRESIDENT**

Sparks thanked the Board and staff. He thanked the public for their support. He is glad that the Village has an honest Administrator. The Board still needs to set the direction. He asked the Board members to stay engaged and ask questions. Leadership is important. Sparks also recommended Trustee Maloney for the position of President.

**FUTURE ITEMS**

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

---

**Next meeting date(s):**

- July 20, 2020, Board of Trustees Regular Meeting at 6:00 p.m.
- August 3, 2020, Board of Trustees Regular Meeting at 6:00 p.m.

**ADJOURN**

*Motion by Maloney, second by Fiene to adjourn the meeting at 7:04 p.m.*

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

<b>Ermeling, Barb</b>	<b>YES</b>
<b>Fiene, Nate</b>	<b>YES</b>
<b>Maloney, Mark</b>	<b>YES</b>
<b>Sparks, Wally</b>	<b>YES</b>
<b>White, Loren</b>	<b>YES</b>
<b>Xiong, Yee</b>	<b>YES</b>
<b>Ziegler, Jon</b>	<b>YES</b>

**Village of Weston, Wisconsin**  
**OFFICIAL PROCEEDINGS OF THE JOINT VILLAGE & TOWN EXTRATERRITORIAL ZONING**  
**COMMITTEE**

held on Tuesday, June 23, 2020, at 4:30 p.m., in the Board Room, at the Municipal Center

**AGENDA ITEMS.**

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**1. Meeting called to order by Director of Planning & Development Higgins.**

**2. Roll Call of Joint Village & Town ETZ by Secretary Parker.**

Roll call indicated 6 ETZ members present.

<u>Member</u>	<u>Present</u>
CHRISTIANSEN, RANDY	YES
CRONIN, STEVEN	YES
GUERNDT, GARY	YES
HULL, MARK	YES
MEINEL, STEVE	YES
OLSON, MILT	YES

Village Staff in attendance: Higgins, Wheaton, Tatro, and Parker.

There was 1 audience member present.

**3. Call for Nominations for ETZ Chair.**

**a. Discussion and Action on ETZ Chair**

Hull nominated Olson as chair. Olson commented he is gone in the winter. Hull and Higgins stated Olson can call in.

Cronin nominated Meinel as chair.

Higgins explained that normally the ETZ meetings are held during the Village PC meetings. Guerndt questioned if there was any responsibilities outside of the ETZ meetings that the Chair is responsible for?

Higgins explained the ETZ must be made up of 3 Village Plan Commission members and 3 Town citizens. She stated that actions taken at ETZ then go before the Village Board of Trustees. The ETZ acts as the Plan Commission for anything within the ETZ area. Higgins explained the Village and ETZ share the same zoning code, but with a few minor differences. Higgins stated the Town code is very similar too, and Village staff administers the Town zoning code. There used to be 3 different zoning codes, but when we changed the zoning code in 2015, we combined the ETZ and Village zoning code together. Higgins stated the ETZ has been in place since 2007.

Hull explained this was all due to lawsuits that occurred in the State. Hull discussed how ETZ area covers land 3 miles from the border of the Village into the Town. The State then created a 6-body board consisting on 3 members from each municipality, so there is even representation. As a protection to the town, in order for action in the ETZ area to go through, there must be one affirmative vote by the Town.

Higgins explained when the Village became a Village in 1996, we did not get a new zoning code, and just recodified the ordinances. The old code did not have all the tools we needed to guide the growth, when we were growing. Then in 2015, we basically scrapped the old code and created a new one.

It was explained to Guerndt, that there is still an area of the Town, outside of the ETZ. Higgins explained the Town also revised its code, which now is fairly similar to the Village's.

Hull discussed how staff at the Village can take care of zoning issues.

Olson nominated Meinel.

It was then discussed that since both Olson and Meinel were nominated, Olson could be Chair and Meinel could be Vice Chair.

There was discussion on possible action where Town members vote no and how that works.

***Motion by Hull, second by Meinel, to nominate Olson for ETZ Chair.***

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

<u>Member</u>	<u>Voting</u>
CHRISTIANSEN, RANDY	YES
CRONIN, STEVEN	YES
GUERNDT, GARY	YES
HULL, MARK	YES
MEINEL, STEVE	YES
OLSON, MILT	YES

**4. Call for Nominations for ETZ Vice-Chair.**

**a. Discussion and Action on ETZ Vice Chair**

Meinel accepted being nominated for the Vice Chair.

***Motion by Cronin, second by Guerndt, to nominate Meinel for ETZ Vice Chair.***

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

<u>Member</u>	<u>Voting</u>
CHRISTIANSEN, RANDY	YES
CRONIN, STEVEN	YES
GUERNDT, GARY	YES
HULL, MARK	YES
MEINEL, STEVE	YES
OLSON, MILT	YES

**5. Approve minutes from the March 9, 2020 Regular Meeting.**

***Motion by Cronin, second by Hull, to approve minutes from March 9, 2020 ETZ Meeting.***

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

<u>Member</u>	<u>Voting</u>
CHRISTIANSEN, RANDY	YES
CRONIN, STEVEN	YES
GUERNDT, GARY	YES
HULL, MARK	YES
MEINEL, STEVE	YES
OLSON, MILT	YES

## COMMUNICATIONS

### 4. Opportunity for citizens to be heard.

None

### 5. Written communications received.

None

## NEW BUSINESS

### 8. Permit #20474 David Gau, 225303 Maplewood Drive, Request for 30-foot x 30-foot detached garage to be located between house and road.

Dave Gau, 225303 was present. He stated when he moved in a year ago, there was a clearing already there, where there was a lean-to for wood storage. He did not realize he needed a permit, and his contractor told him he was responsible for obtaining that. He stated how the concrete slab is already down.

Tatro stated Gau's original plan was to build a pole barn, but now has revised his plan to be a framed structure with vinyl siding, as we do not allow the metal siding. Just basically the formality of the location. This is a wooded area, where there is not a lot of traffic, and he is pretty far off from the street. Staff feels would be acceptable. Wheaton discussed the orientation of house.

Hull asked if there is any subdivision restrictions or homeowners association in that subdivision.

Tatro stated staff is not aware of anything, and the Village/Town does not enforce those.

Olson stated he believes when Patrick Winnie established this Pat's Maplewood Acres subdivision, there was a homeowner's association where he was the only one that could have a machine shed or horses, or something of that nature. Gau commented on a property in the subdivision, where there is a large shed and horses. Olson stated he believes Winnie exempted his own property. Hull stated it would be up to the Homeowner's Association. He stated usually there would be something on the Deed making the owners aware. Meinel stated the Deed may not, but it would have shown up in the Title Policy.

Hull stated even if ETZ approves this, and if there is a Homeowners restriction, someone could challenge this as it goes on.

Meinel stated this should be covered in his Title Policy, from what he has seen in the past.

Hull commented on the plan not being to scale. He questioned where the measurements are from. Gau stated the measurement is from the edge of the asphalt. Which he understands is not the property line. Hull asked if Gau knows if the corners of the building will be greater than 50' from the property line. Gau stated he measured 58' to the center of where the slab is. Hull stated he needs to be greater than 15' from the side. We don't have any measurements to show and the plan is not to scale.

Higgins stated there should be an updated site plan showing the dimensions and setbacks. Higgins stated we will ask for a new site plan at building permit issuance. Right now we are looking at whether or not to approve that garage in the front.

Hull confirmed the building will be closer to road than home. Gau does not want to take down trees and pull stumps, and rocks, and wants to utilize the existing pad. Hull questioned if there are any other utility building on the site. Gau stated the only existing building on the property is the house and attached garage.

***Motion by Meinel, second by Guerndt: to approve the request for Permit #20474, subject to the building being 50 feet from front right-of-way and a revised site plan coming in to staff. Q: Higgins stated Parker was able to find the covenants on Marathon County Records (copy attached), and read Covenant No 4, Temporary Structures, where it covers outbuildings. Tatro stated Gau will have to talk***

*to the Homeowner's Association to get their okay. Hull read the length of time of covenants. Tatro stated ETZ can still approve, but Gau would have to get the approval from the Homeowner's Association. Motion carried.*

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

<u>Member</u>	<u>Voting</u>
CHRISTIANSEN, RANDY	YES
CRONIN, STEVEN	YES
GUERNDT, GARY	YES
HULL, MARK	YES
MEINEL, STEVE	YES
OLSON, MILT	YES

## **MISCELLANEOUS**

### **9. Next meeting date - TBD**

### **10. Remarks from Staff and Committee Members.**

Hull stated the ETZ members show contact with an e-mail address through the Village address. Parker stated for the Town members, we have been just sending to their personal accounts. Hull questioned if Crowe can set something up to have the "westonwi.gov" emails forwarded to them or change to the email addresses listed on the Town website.

There was discussion about Christiansen being on ETZ, not Dan Higginbotham. Olson stated the Town Board voted Christiansen on Plan Commission, not Higginbotham.

## **ADJOURNMENT**

### **18. Adjournment of ETZ**

**Motion by Hull, Second by Meinel: to adjourn at 5:10 p.m.**

Jennifer Higgins, Director of Planning & Development  
Valerie Parker, Recording Secretary

Document Number

Document Title

1192556  
PAT'S MAPLEWOOD ACRES COVENANTS  
REGISTER'S OFFICE  
MARATHON COUNTY, WI  
DEC 02 1999 10:43 AM

*Michael J. Sydow*

REGISTER

Recording Area

Name and Return Address

Patrick & Mary Jo Winnie  
9807 Roble Lane  
Weston, WI 54476

*Chrg. water 14.00*

Parcel Identification Number (PIN)

**PAT'S MAPLEWOOD ACRES**

**Lot 1, 2, 3, 4, 5, 6, 7, 8, 9 and 10**

Town of Weston, Marathon County, Wisconsin

- 37.082.4.2808.131.0002 - Lot 1
- 37.082.4.2808.131.0003 - " 2
- 37.082.4.2808.131.0004 - " 3
- 37.082.4.2808.131.0005 - " 4 # 0621
- 37.082.4.2808.131.0006 - " 5
- 37.082.4.2808.131.0007 - " 6
- 37.082.4.2808.131.0008 - " 7
- 37.082.4.2808.131.0009 - " 8
- 37.082.4.2808.131.0010 - " 9
- 37.082.4.2808.131.0011 - " 10

This information must be completed by submitter: document title, name & return address, and PIN (if required). Other information such as the granting clauses, legal description, etc. may be placed on this first page of the document or may be placed on additional pages of the document. Note: Use of this cover page adds one page to your document and \$2.00 to the recording fee. Wisconsin Statutes, 59.517. WRDA 2/96

**RESTRICTIVE AND PROTECTIVE COVENANTS  
FOR PAT'S MAPLEWOOD ACRES**

Pat's Maplewood Acres does hereby make the following declarations as to the limitations, restrictions and uses to which the lots and/or tracts constituting said subdivision may be put, hereby specifying that said declarations shall constitute covenants to run with all of the land, as provided by law, and shall be binding on all parties and persons claiming under them and for the benefit of and limitations on all future owners in said Subdivision, this declaration of restrictions being designed for the purpose of preserving and protecting the desirability, beauty, uniformity, and value of all of the land to said subdivision for the benefit of all the owners thereof as said restrictions are herein specified.

**COVENANT NO. 1. TERM:** These covenants shall be binding on all parties and all persons claiming under them for a period of twenty-five (25) years from the date this document is recorded, after which time said covenants shall automatically be extended for successive periods of ten (10) years, unless an agreement signed by a majority of the then owners of the lots to which these covenants apply has been recorded agreeing to change these covenants in whole or part.

**COVENANT NO. 2. DWELLING QUALITY AND SIZE:** Any structure erected on any lot shall be used for residential purposes only and shall contain a minimum floor area, exclusive of open porches or garage of 1800 square feet. Each dwelling so constructed shall have a private garage of not less than two-car capacity. All garages must be attached to the dwelling. The aforementioned minimums square footage is to be measured using only the first and second floor measurements and shall not be calculated so as to include any basement footage regardless if such footage is finished as living space or not.

**COVENANT NO. 3. NUISANCE:** No part of the premises shall be used or occupied injuriously or in any way so as to adversely affect the use or value of the adjoining or adjacent premises for residential purposes, nor shall anything be done on the premises, which may be or does become any annoyance or nuisance to the neighbor-hood and/or to the land to which these covenants apply.

**COVENANT NO. 4. TEMPORARY STRUCTURES:** No structure of a temporary character, trailer, basement, tent, shack, garage, barn or other outbuilding shall be used on any lot at anytime as a residence either temporarily or permanently. Outbuilding, if constructed detached from the main structure, must follow the same roof lines as the dwelling and the siding must be same color and material as dwelling. These structures must be constructed on a three inch (3") minimum concrete slab. Outbuilding size shall not exceed 36' x 36' and limited to a maximum of one (1) per lot. Outbuilding must be located in rear one-half of lot, not closer than 20 feet from rear or side lot line.

**COVENANT NO. 5. LIVESTOCK AND POULTRY:** No animals, livestock, or poultry of any kind shall be raised, bred, or kept on any lot, except that dogs, cats, or other household pets may be kept, provided they are not kept, bred, or maintained for any commercial purposes.

**COVENANT NO. 6. SWIMMING POOL:** If an above-ground pool is placed on any of the lots, it must be obscured with a privacy fence. Any fence so constructed shall completely contain the pool and be a minimum of four (4) feet in height. All gates in such fence shall be kept closed at all times so as to prevent access/trespass by children.

**COVENANT NO. 7. ENERGY EQUIPMENT:** No energy-creating or energy-converting equipment shall be permitted upon the premises such as solar or wind generators except that solar equipment shall be permitted to be affixed to the residence.

**COVENANT NO. 8. EXISTING STRUCTURES:** No existing dwelling may be moved onto or placed on the premises and no pre-manufactured housing commonly known as "doublewides" shall be permitted. However, nothing in this paragraph shall be construed as prohibiting the erection of a "manufactured" dwelling: as that term is defined at S.ILHR 20.07 (52), Wis. Adm. Code.

**COVENANT NO. 9. APPLICATION:** These covenants shall apply to all of Pat's Maplewood Acres in the Town of Weston, where no lot shall be used except for residential, single-family housing purposes.

**COVENANT NO. 10. ZONING RESTRICTIONS:** The zoning provisions of the Town of Weston Zoning Ordinance as amended from time to time shall apply at all applicable times hereto, unless the restrictions contained herein are more restrictive, in which case the provisions contained herein shall apply.

**COVENANT NO. 11. CONSTRUCTION TIME FRAME:** The entire dwelling shall be completely finished within one (1) year after the commencement of construction.

Dated: December 1, 1999

Patrick D. Winnie  
Patrick D. Winnie

Mary Jo Winnie  
Mary Jo Winnie

ACKNOWLEDGMENT

STATE OF Wisconsin

Marathon County.

Personally came before me this 1st day of  
December 1, 1999 the above named  
Patrick D. Winnie and Mary Jo Winnie  
to me known to be the person who executed the  
foregoing instrument and acknowledge the same.

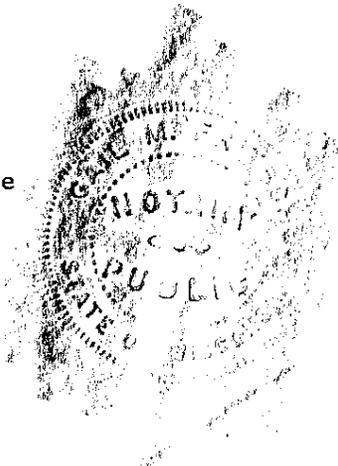
Gail M. Fritsch

\* Gail M. Fritsch

Notary Public Marathon County, WI

My commission is permanent. (If not, state  
expiration date: 9-17-00)

Drafted by: Patrick D. Winnie



1192556 . .

**Village of Weston, Wisconsin**  
**OFFICIAL PROCEEDINGS OF THE PLAN COMMISSION**

held on Monday, July 13, 2020, at 6:00 p.m., in the Board Room, at the Municipal Center

**AGENDA ITEMS.**

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- 1. Meeting called to order by Plan Commission (PC) Chair & Village President Sparks. At 7:15**
- 2. Roll Call of Village PC by Secretary Parker.**

Roll call indicated 6 Plan Commission members present.

<u>Member</u>	<u>Present</u>
Sparks, Wally	YES
Maloney, Mark	YES
Cronin, Steve	YES
Gau, Duane	NO - ABSENT
Guernndt, Gary	YES
Jordan, Joe	YES
Meinel, Steve	YES

Village Staff in attendance: Donner, Higgins, Wodalski, Wheaton, Chartrand, and Parker.

There was 1 audience members present.

- 3. Approval of minutes from June 8, 2020 PC meeting**

***Motion by Maloney, second by Jordon: to approve the June 8, 2020, PC Meeting minutes.***

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

<u>Member</u>	<u>Voting</u>
Sparks, Wally	YES
Maloney, Mark	YES
Cronin, Steve	YES
Gau, Duane	NOT VOTING
Guernndt, Gary	YES
Jordan, Joe	YES
Meinel, Steve	YES

**COMMUNICATIONS**

- 4. Opportunity for citizens to be heard.**

None

- 5. Written communications received.**

None

**UNFINISHED BUSINESS**

- 6. Project #20200127 – Jim Pinsonneault, 5002 Arrow Street, Weston, requesting a Conditional Use Permit to allow an Outdoor and Vehicle Repair and Maintenance Use within the B-2 (Highway Business) Zoning District at 3702 Schofield Avenue (PIN 192-2808-174-0883).**

Jim Pinsonneault was present in the audience.

**a. Action on request by Applicant for additional 60-day extension of Plan Commission Review Period for Conditional Use Permit Action, Per Sec. 94.16.06(6).**

***Motion by Maloney, second by Jordan: to approve the 60-day extension.***

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

<u>Member</u>	<u>Voting</u>
Sparks, Wally	YES
Maloney, Mark	YES
Cronin, Steve	YES
Gau, Duane	NOT VOTING
Guerndt, Gary	YES
Jordan, Joe	YES
Meinel, Steve	YES

**b. Discussion of provisions of sidewalk for the Patriot Auto Site Plan.**

Donner stated after last PC Meeting, staff worked with Pinsonneault to go over some the deficiencies found on the plan, based on PC's feedback and based on the code and the requirement to comply with the zoning code for the CUP. We got hung up when it came to talk on the sidewalk issue. This has turned into a unique situation. He stated his initial recollection, and after looking at the development agreement and the commercial and development to north between Emmerich and Drewek. He mis-read the statement, thinking it stated a requirement of an easement on the west side of Mount View, that connects Schofield Avenue to the mid-point of Mount View Avenue. When the statement meant from Sternberg to the mid-point of Mount View Avenue. It then goes back to the requirement on the site plan, where when we have new commercial development with existing curb and gutter that the commercial development should put in public sidewalk. He stated the other requirement is there needs to be pedestrian accommodations on the site, connecting to the public facilities.

Donner stated he suggested Pinsonneault put in a private sidewalk on his side of the property, parallel to Mount View Avenue. His request for action from PC is what should we do? He stated there is multi-family development to north, there will be a commercial development south of those apartments, and just recently met with a developer for a potential commercial project to the east of Pinsonneault (Zastrow property), for mixed-use and apartments. Donner stated there is sidewalk on the east side of Mount View Avenue. He stated the street is offset on the right-of-way on the west side because of the gas easement that runs parallel to Mount View Avenue. The easement that is there is for utilities not for sidewalk.

Maloney stated he met with Pinsonneault and discussed with Pinsonneault that he is adamant we should have sidewalks. Maloney brought up, from our previous Joint PC and PW&U meeting, the discussion on multi-use paths and wondered if this is something we could entertain here on the east side.

Donner stated sidewalk on the east side of Mount View Avenue goes to north and ends at the entrance for the Mountain-Bay Apartments. He stated it was supposed to go to the west side of the property. He discussed the dedicated easement to the Village, which is between The Pines at Mount View and Mountain-Bay Apartments, between Mount View Avenue and Sternberg Avenue, along with the north side of Mount View Avenue, along that curve. Donner stated the question tonight is if we should require sidewalk or make provisions to extend that sidewalk on the west side.

Maloney commented how we are advocating to put sidewalk through to Sternberg, but if you go two properties to the west, there is no sidewalk on Gordon. He stated it does not make sense, unless we are doing this on everyone's property. Maloney is concerned that if we don't put sidewalk in, we would be asking the people living in the apartments on the west side of Mount View Avenue to cross the road there to get to the sidewalk on the east side. He feels there should be sidewalk on both sides.

Donner added there will be some commercial development in this area too, which may lead to more pedestrian traffic.

Cronin agrees, and in staying with the ordinance we discussed in the previous meeting.

Donner stated the Village does not own this. Donner stated we would need to negotiate purchasing part of the property for a sidewalk easement. Meinel questioned why the Village should be responsible? Donner stated we can't just force him to do this, as it would be considered a Taking. It was stated that along Pinsonneault's property, there is only 1.6 feet of right-of-way that tapers up to about 4.3 feet.

Wodalski stated in the packet, staff already laid out a rough estimate of costs to purchase right-of-way and install sidewalk up to the curve of Mount View, on the west side. Maloney questioned why we would not just be doing the sidewalk along Pinsonneault's, and the developer of the land north of him can take care of the sidewalk when that gets developed. Higgins stated the property north of Pinsonneault's has the same problem with lack of right-of-way.

There was discussion on what our cost would be to acquire the land and construct the sidewalk. Donner stated the ballpark figure was around \$100,000.

Meinel questioned who paid for the sidewalk on the east side? Donner stated the developer. Meinel questioned why it can't be handled the same for the west side. Donner explained the sidewalk on the east side is completely in the right-of-way.

Wodalski showed a map of the right-of-way in that area, and how along Pinsonneault's property, the right-of-way only goes in about 1.5 feet into Pinsonneault's property. In a perfect world, there would be about 16 feet of right-of-way there, and we would require the landowner to put the sidewalk in. He stated the issue is there is not enough right-of-way to require the applicant to put the sidewalk in.

Guerndt commented if we purchase the right-of-way and install sidewalk here, we should also purchase the right-of-way needed from Emmerich right now also, before someone looks at developing that lot. Donner feels if we commit to Patriot Auto, we need to commit there too. Donner stated we could put it on a future sidewalk or transportation map.

There was discussion on how this issue came about (with only sidewalk on the east side) Guerndt commented that perhaps when this road was planned, it was decided that since sidewalk is on one side of the road, that they did not need to plan for it on the west side. Guerndt stated there is always the option of a crosswalk, to get apartment residents from the west over to the sidewalk on the east side. Donner thinks that the reason we did not do this back then is because the right-of-way over there is only 50 feet.

Wodalski stated, regarding the gap in sidewalks, that when Mount View Avenue, west side of Birch Street, got reconstructed that was only 50 feet of right-of-way and has sidewalk on both sides and ends at Birch Street. He stated in the Comprehensive Plan, it states we want to prioritize sidewalk gaps for future projects. Currently the sidewalk on the east side ends at the curve. Wodalski stated through the development agreement with Drewek, they dedicated land to the Village to put in sidewalk when needed. Sparks confirmed there then is no other sidewalk until you get to Birch Street. Higgins stated this was done before the Complete Streets Policy was passed.

Pinsonneault commented, per the current ordinance, when this road eventually needs to be reconstructed, he would be mandated to put sidewalk in then. Wodalski stated in 30 years when the road needs reconstructed, in order for this to work, the Village would have to negotiate a purchase price. If we can't come to an agreement, then the Village would go through the eminent domain process to acquire it.

Maloney asked for a straw pull from the members on if they feel we should leave the sidewalk on just the east side or require it on both sides. Meinel feels it should be on both sides. Jordan stated just the east side. Guerndt and Cronin were undecided, and Sparks feels for now just the east side, as a crosswalk can be installed for those apartment residents. Cronin stated he feels if we don't do it now, it will be harder later, especially with the adjacent property to the north.

Maloney asked Pinsonneault what a dollar number would be that he would agree on. Pinsonneault commented that he will lose value of his property, because it will be smaller, and will have costs to re-engineer all of his plans and will have to resurvey his property, he would have to work with the bank as their paperwork reflects the current size property, the property deed would have to change.

Donner stated a previous acquisition project the Village did, all the costs for the right-of-way work, quick claim deed, and transferring of property all gets taken care of by the Village. The process, if done through eminent domain, also provides for the Village-paid appraisal and the owner has a right to their own appraisal. This is a route we would not want to take. Guerndt stated this is what we want to see happen for the future. Maloney commented on a death that occurred on Ross Avenue, before the multi-use path went in on both sides of that road, where there was a debate prior to construction of whether to put sidewalk in or not. The residents did not want it, and we listened to them, and then this death occurred. He does not want to see this happen again.

Sparks prefers we work with him on price.

Donner stated staff wants direction.

Sparks asked for another straw pull vote. All were in favor of sidewalk on both sides, with the exception of Jordan. Pinsonneault indicated he is in favor of sidewalk on both sides too.

Higgins gave some history of how the decision of sidewalk kept flip-flopping over the years with the Board.

Guerndt commented if we are allowing a 10-foot multi-path on one side of the road, in lieu of sidewalks on both sides, how are people getting across the road? Jordan commented on the path on Camp Phillips Road, which is the same, and a wide, busy road.

Sparks commented right now there is multi-family by this sidewalk on Mount View Avenue, so the developer is paying someone to shovel the sidewalk. Sparks stated we need to look at the best option here. We know that when the road is reconstructed, sidewalk will have to go in then. Sparks questioned to Pinsonneault if our buying right-of-way from him and putting in sidewalk there, if that will impact Pinsonneault's site plan. Pinsonneault stated he would have to shift the location of the building and parking lot, and he would be fine with that. Guerndt questioned if Pinsonneault would need to shift his building and parking lot, if the current location would meet the new setbacks.

Maloney commented that when people, walking along the north side of Schofield Avenue, cross the street at Mount View Avenue, how he feels that is almost more dangerous, with cars on Schofield Avenue turning onto Mount View Avenue. Maloney feels now that we should not add the sidewalk on the west side. He feels it would be less dangerous to install a crosswalk on Mount View Avenue, up by the apartments.

Higgins stated Pinsonneault's building is set back 40' from Mount View Avenue, and still would have 10 feet to play with, and not have to move his building.

Guerndt feels a possible option is that we could leave it be and let Pinsonneault construct, then we could require the sidewalk afterwards.

Cronen stated in 30 years when road gets reconstructed, it has to go in then.

Sparks is fine with it on one side. Pinsonneault feels the right thing to do is to put the sidewalk all the way up Mount View Avenue.

Wheaton stated Pinsonneault's plan does not meet the hard surface setback right now. Wheaton stated Pinsonneault has to adjust his plan regardless. Wodalski stated the pavement setback is 15 feet, and his plan shows it at 10 feet. If we are going to require the sidewalk, now is the time to add this so that Pinsonneault's plan only has to change once more.

Higgins stated if we do after the fact, we would be making Pinsonneault's property non-conforming. She stated it does have that ability if we take right-of-way later on. It was brought up that our putting in sidewalk will make the apartment building on the west side non-conforming. Higgins stated the new zoning code changed to make the setbacks smaller.

Wodalski stated the pavement on Mount View Avenue is currently 30 feet. We would shrink the road by 4 or 5 feet in the future, and the sidewalk would fit within the existing 50-foot right-of-way. He does not think the road will be reconstructed for 60 years though. Wodalski stated his opinion, based on our previous meeting, is that the two sides make sense, but we would have to acquire the land, he would modify the road to allow the correct right-of-way. However, he stated a lighted pedestrian crossing makes sense.

Jordon commented the path on Camp Phillips Road, how WPS is on one side and the path is on other.

Sparks stated if we do sidewalk on west, then we run it all the way up. May make the existing apartment out of compliance. Guerndt commented how Drewek will feel if we now require him to install sidewalk. Wodalski questioned do we take this in on as a Village project.

Sparks stated we should leave the sidewalk on the east side and put in a crosswalk across from the apartments. Sparks stated if sidewalk is mandated during reconstruction, then we do it then.

***Motion by Maloney, second by Guerndt: to approve having sidewalk on the east side only. Q: Sparks questioned if we should include in the motion that we put cross walks in. Maloney stated we will put the crosswalks on the next meeting agenda. Meinel was opposed. Motion passed.***

Yes Vote: 5      No Votes: 1      Abstain: 0      Not Voting: 1      Result: PASS

<u>Member</u>	<u>Voting</u>
Sparks, Wally	YES
Maloney, Mark	YES
Cronin, Steve	YES
Gau, Duane	NOT VOTING
Guerndt, Gary	YES
Jordan, Joe	YES
Meinel, Steve	NO

**7. Acknowledgement of Amendment to Site Layout at SC Swiderski, Callon Avenue Project – River Estates II. This is adding two more duplexes. Higgins stated we said we would bring back.**

***Motion by Maloney, second by Jordan: to acknowledge the amended site plan.***

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

<u>Member</u>	<u>Voting</u>
Sparks, Wally	YES
Maloney, Mark	YES
Cronin, Steve	YES
Gau, Duane	NOT VOTING
Guerndt, Gary	YES
Jordan, Joe	YES
Meinel, Steve	YES

**NEW BUSINESS**

**8. Discussion of Potential Amendments to Chapter 94 Zoning – Sign Code.**

Sparks stated Maloney had an issue come up with this by Graphics Plus and Tommy Wash. Sparks stated there had been some discussion between our sign code and Wausau’s sign code.

Higgins stated a revision was made in the zoning code to add a Special Exception to allow Plan Commission to look at and consider those old signs, on a case-by-case basis, and it gives the neighboring property owners a say, this was done so that these business owners would have some kind of option to pursue, versus just being told “no”. She stated Wheaton put together a comparison of Wausau’s sign ordinance, and we found that their new ordinance is more restrictive than ours.

Maloney commented on how the new Tommy Wash sign is hidden in the winter by the snowbanks, because it has to sit so low to meet code. He commented on how in Wausau, they have a 20 or 30-foot tall sign, and he thinks that sign is just beautiful. Maloney then brought up Graphics Plus, who in order to keep the sign they have, they have to move their sign farther into their property, which then when vehicles are travelling east, you can’t see their sign because of the Wiggly Field building. Higgins commented that they have a chance to come in for a Special Exception. Maloney commented that Rich Bartig (owner of Graphics Plus) changed their logo back in February, and now it’s July and they still do not know what to do. Maloney commented how Wheaton sent Bartig an e-mail about applying for the Special Exception through Evolve. Maloney stated that he has gone out to the Evolve site and gets confused and does not know what to do. We need to help him get this done.

Maloney commented about the Evolve site and how when he was getting ready to put up a shed, he was not going to get a permit because of how difficult the program is. He said he finally met with Maguire, who sat down with him and worked with him through the permit. Maloney stated that is customer service. He commented that the reader board is gone on that sign, and the sign will be smaller on the cement pad. Maloney stated that, yet, staff wants him to take the sign down and move it back. He stated also that something has to happen for Rolly Lokre for his sign. Maloney then commented how he talked to Fritz Schierl today about his sign off of State Highway 29. He stated Schierl got that tall sign okay’d 20 years ago. Higgins stated the Board allowed a sign that exceeded the code and therefore their ability to approve it that high. She commented on how she wrote a synopsis on that for a previous Administrator and that is why the sign has not had any additional signs added to it. The Plan Commission and Board at the time went above and beyond what they were allowed to give the way that the code was written at that time. Maloney stated how this is something that happened 20 years ago, and feels staff is still punishing him for it, by not letting him put anymore signs up there. He has a blank sign up there because it is non-conforming. She said there is not a one size fits all for every situation. Maloney asked how we can help Schierl? Higgins stated this is a totally

different subject that she would need time to look at. Higgins stated the Schierl sign is an off-premise sign, and the hospital never liked that sign, and how Putnam was fighting against it, and how the Village was stuck in the middle.

Maloney commented on how we need to help these people, as they need signs to be a profitable business. Higgins stated, in the Tommy Wash case, their sign was an afterthought. Typically, when designing the site plan, the signage is designed in there too. Their sign came in afterwards and was too close to the road, so they changed it.

Sparks commented on how, especially with our being shut down to the public, how everything is done electronically. Sparks feels we have lost customer service when we tell people to apply online. He gets that we are trying to make things more efficient, but has a problem with the fact that nobody can come in here and sit down with staff to work through the permit. He stated, with Graphics Plus, that sometimes there are so many hoops to go through that people decide they will just do the work and deal with the consequences after. Sparks thinks this is probably why 50 – 60% of people who do not get permits, because they feel our system is too cumbersome. Sparks stated he would rather hire a separate person just to sit down with people to complete their applications. He feels we are losing our customer service, which is the only reason why staff exists. He stated our residents should not have to learn a computer program. Higgins stated that our staff spends a lot of time walking people through their permits. People have the ability to come in here and meet with us. They just need to make an appointment to make sure someone who can help them is available.

Maloney stated he believes we do, but why did we not do this for Graphics Plus? Higgins stated she did not even know this one was going on. Parker stated in the Evolve system, she sees their sign permit was denied in December by Wehner. Maloney stated Wheaton had good correspondence with Graphics Plus in March. Donner stated that he received an e-mail from Sparks (personal e-mail account), where Graphics Plus asked to be put on the next Plan Commission agenda, which was in March, which got cancelled, and we did not have another meeting until May [*Clerk's note, the March 9<sup>th</sup> meeting was held, but the April meeting was cancelled*], and therefore the issue may have gotten lost. Higgins stated when she did the May agenda, she knew nothing about this. Sparks stated he feels the big issue is everything being on the computer now, and he feels the public does not like it. Higgins stated some do and some don't like it. She stated typically with sign permits, the sign company would have submitted the application, and many of these companies like this system. She stated that when the business owner tries to do it themselves, they feel it's hard because they are not familiar with it, but if they contact us, we would sit down with them and help them through it. She stated a lot of times, the e-mails we receive are a question with not much information. She stated we would answer their question, and then we may not hear back from them for 3 months. Higgins stated how we try to work with people, but if they are not conversing with us, there is nothing we can do.

Sparks feels the issues are amplified with the COVID-19. He stated we need to be able to meet people in person, you can't just tell people to call and make an appointment. When you make things too cumbersome, whether it's the software system or the Municipal Center being shut down, where people can't physically come in and meet with staff. Higgins stated that staff can be in meetings, which is why we ask people to make appointments. She said she could already be in a meeting with a developer or another applicant, and she does not see why it is so hard for people to make appointments. She commented on how someone will walk in to see her, stating they have just a simple question, but then the discussion ends up lasting two hours. That is not an efficient use of my time.

Wheaton stated that back in March, she e-mailed Bartig asking him to contact her at his earliest convenience, and she never heard back from him. She stated that she called him last week, and explained to him that he needs to apply for the Special Exception permit, and Bartig told her he would look into that. She said she then e-mailed him the link asking him to get in touch with her with any questions. Maloney stated he also e-mailed Bartig and told Bartig he could contact him with any questions, so that he knows he has a few people to contact, but Maloney has not heard back either. Maloney stated Wheaton's e-mail to Bartig was well written, and that he will probably reach out to Bartig to check in.

Guerndt commented on how Higgins is very black and white, and he stated how he talked to Bruce Flora this past winter regarding the Klasinski Insurance sign (on Business Highway 51), and how the pole for that sign is rusted out and ready to fall over, in order for Klasinski to replace with the same size sign, he has to move the sign back 20 more feet, which puts the sign into his only two parking stalls. Wheaton stated she told him if he replaces with the same size sign, that he is okay, since this would be considered maintenance.

Guerndt stated this is the same situation with repaving or striping a parking lot. If we are going to require, in those instances, that people have to submit a stormwater management plan, landscaping, curb and gutter, who is going to replace their parking lot?

Guerndt stated with some of those things that were done years ago, somehow we have to have a little bit of leniency, and have some sympathy and understanding for them.

Sparks stated he does not know all the ordinances, but it seems like everything has to be done this way, and it doesn't seem like there is any discretion given to staff. And how it's said if you give something to someone, everyone else will want it too. Sparks gave the example of law enforcement, where the law says you have to follow the speed limit, but if someone is just going 5 mph over, they probably would not write a ticket. He said it feels like staff feels there is no discretion. Higgins stated there is no discretion with the zoning code, so you have to build that discretion into the zoning code, and have to be willing to take on the consequences of whatever that is on all the properties. Sparks stated there must be some discretion, and Higgins stated the Special Exception was put in the code for that reason.

Donner brought up that we started going through this process last year, and gave the example of the hidden fasteners. Higgins stated the zoning code, like other ordinances, is a working document.

Sparks stated tonight we are discussing the signs and how there are a few people here that can't put their signs where they had them. Higgins stated when this was written, Plan Commission stated there were signs that were too close to the road, or were too high, etc. The thought process back then was that these old signs would phase out, which is why they are called legal non-conforming. Higgins stated the standards were stricter, where there was a sign set back and then you also had to move your sign back how high you went, with a height limit.

Sparks questioned how hard would it be to amend the ordinance to state for those existing signs, if they are changing their name or updating the sign, that they can do it. Higgins stated she would just need some direction from the Plan Commission and Board.

Maloney commented about having the Special Exception more prominent, for someone who has a roadblock, and how to they go about getting the Special Exception. Higgins stated we tell people about this, but most of the time they don't want to go through it, as they want their approval quickly. By having them apply for the Special Exception, it takes it out of staff's hands and puts it on the Plan Commission to look at this specific to a property and unique situation. Higgins stated by bringing it to the Plan Commission through public hearing, we may find that the person next door has concerns with the sign such as it blocking their business or sign.

Guerndt stated he has a situation with the fence he is putting up around his property. Guerndt stated in the code it requires a buffer. He stated he does not want to put in a buffer, as his fence will go along the outside of the property. He is being told he needs to put a 5-foot buffer strip of grass around the perimeter before the fence. He does not want grass along the fence as what will happen is the mowing company will come through and catch the fence and damage it, or you get weeds growing up along the fence that needs to be weedwacked. Higgins stated this is because there is a pavement setback. He stated that he then wants to come to Plan Commission with this because he does not want grass there. He stated how Higgins explained to him she has a code to follow, and how he can't just bring it to the Plan Commission, as they need to follow the code. He stated how Higgins has to follow that code that is black and white, and the hardest part is giving

her the authority to say “no, you’re right, that is not practical”. Guerndt stated he just went ahead and drew the plan the way he wants it. Higgins stated that will probably require a code revision, as he is in a unique situation. Until these things come up, we don’t know they exist and therefore can’t address them.

Sparks stated he feels there needs to be some discretion built into the code. He stated there is a letter of law and then there is an intent of the law. He stated in law enforcement cops have a lot of discretion. He stated with speeding, the intent of the law is to slow traffic down so you don’t have accidents where a lot of people get hurt. He stated if cops followed exactly the letter of the law and pulled everyone over for going 1 or 2 miles over the limit, people would blow a gasket. He feels we are getting the same response here where because the code says this, this is what we have to do, and we are not trying to find that grey area. Higgins stated that we are talking about property lines and property rights. Sparks stated he is not saying there should be discretion for everything, but there needs to be some latitude. You need to empower your employees to give them enough latitude to make some commonsense decisions. Sparks questioned what the purpose is for that 5-foot buffer by the fence, and to look at the intention of that what that ordinance is saying. Higgins stated it is a pavement setback, as you don’t want someone parking up to the property line. Higgins stated for this particular case, we just need to change that into the code. Sparks stated this is where we are very black and white.

Sparks stated we need to get rid of the black and white and explained to Higgins if she is empowered to use her discretion, then in Guerndt’s fence, or for those businesses that want to put up a new sign because they changed their name, she should have the ability to say “that’s fine you are using an existing pole...”. Sparks feels we are bogging this down so bad, to the point we need a public hearing.

Sparks stated that sometimes we have to say “no”, but there is an intent behind the law and the letter of the law, and we have to figure out how to differentiate between the two. He stated how now we have to call up the Plan Commission, who will look at the intent and say “yes, that is reasonable”. The goal is that we have orderly development, and we don’t want tin shacks and things falling around a property. He feels there are so many nit-picky things in our code that there needs to be discretion given to the Planning Department staff to be able to make those decisions.

Sparks stated a cop can give a person a warning for blowing a red light, and if that person kills someone, then the discretion is taken away when it becomes more severe, but there has to be some latitude and grey area, and not everything has to come back to Plan Commission, not everything has to go through public hearing, and not everything has to go to the Board. You have to look at the intent of the code. It’s there for orderly development.

Higgins reminded them that when she first started, things like sign permits had to be approved by Plan Commission and the Board. She stated the discretion has to be built into the code. Sparks feels she does not have enough latitude and discretionary decision-making.

Guerndt questioned perhaps the issue is that if staff allows something for one person, another person will want it too. Higgins stated there is a fine line, and there are things she can waive, but she wants it on record of why it is there and she wants it to come from the Plan Commission, as then it is not staff saying it.

Sparks stated it may be easier to do that, but it is not necessarily the right way. He stated if he told all of his cops if someone breaks the law that they have to write a ticket. Higgins stated in five years from now, we could have an entirely different Plan Commission who thinks a different way. Sparks stated she can’t view everything through black and white absolutes. He gave an example of if a sign is 2 inches off, we should not deny it.

Wheaton stated the difference between the two codes is that law enforcement code you are talking about people and a zoning code you are talking about a permanent structure that is going to be there for many, many years. Sparks feels it is the same, as you have people who are building these buildings, who are people. She

said that the point is we are talking about a project that will be there for 20 – 40 years, and the purpose of a zoning code is to ensure a safe and well thought-out and well-planned development. She stated with the law enforcement code, you can give a person a warning for speeding and hope they do better next time, with a zoning code this affects something going down the line. Sparks stated there are still some little things in there that you should have some discretion on. He stated that staff knows when there is something critical for someone's personal property, versus something that won't have any impact on anyone else.

Sparks stated there should be some discretion for when a resident puts something in, but they are off by a foot, where you can let it go.

Guerndt questioned Wheaton about what the purpose is to the 5 feet of grass on this inside of his fence, especially when the adjacent business wants to put a fence parallel his, and now they both have to have a 5-foot strip of grass on the insides of their fence. Higgins stated some of this is for greenspace requirements. Guerndt stated that he is meeting all his greenspace and stormwater and wants to know why he can't put gravel all the way up to his fence. Wheaton stated you never know who the neighbor is going to be. Guerndt stated they would not be able to see inside his property as he will have a screened fence. He stated these are the things that the Plan Commission wonders why they have to see this and why we are putting businesses through this. Higgins stated we are talking about a pavement setback. If they want this changed they need to direct staff. She stated this is a code that was approved by the Plan Commission and Board. Higgins stated this is not her code, but the Village's code, and her job is to enforce the code.

Meinel commented that by falling back on this code being approved back a certain time is just an excuse, as opposed to figuring out what can be done to help someone get to where they want to be with their project. He said he would like to see, for example, Wheaton going to Guerndt and saying this is what the code is, but this is what we can do to get this approved. Meinel feels this could be a short memo explaining what's going on, not a 32-page write-up. He stated when some of these reports are so involved and so lengthy, you get lost in the details and something as minor as Guerndt's issue, he would hope that there is a quick and easy way of saying that this is the difference and what we can do without going through an enormous analysis and dragging it out for months.

Guerndt commented that he did not mean to bring up his personal project, but was following with Sparks' comments about giving staff the ability and discretion. Higgins stated our zoning code is not built that way right now. She said it Plan Commission wants it built this way, then we have to change it.

Maloney brought up examples like requirements of a camera system or a bike rack. Maloney stated we need to change the ordinance. Higgins suggested the members all read the code and tell her what they do not like.

Donner stated we need to sit down and goes through the code section by section and talk to the Plan Commission.

Guerndt questioned if when there are these "no's" or these issues, perhaps that is an e-mail that goes out to the Plan Commission and Board and get their comments. Higgins stated these have to come to the meeting, otherwise there would be a walking quorum.

Sparks stated we are talking about let's modify the black and white. He stated the ordinance needs to include some discretion in there, and specifically address that staff has some discretion on relatively minor issues that won't impact people. Higgins brought up how this new code gave staff the latitude to approve things like sign permits, CSM, and site plans, without bringing through Plan Commission. Higgins stated maybe we are now to the point of revisiting the code again. We started the project in 2013 and it was adopted in 2015. That was over 5 years ago. Guerndt and Meinel do not think revisiting the code is the right way. Guerndt stated until you get a circumstance like this that says the 5-foot buffer inside a fence.

Jordan commented that he sat in the steering committee as a business owner. He stated Higgins is looking for some direction, to be able to make these decisions based on the zoning code and to be able to treat everyone the same. Jordan stated there has to be a way for staff to have the ability to deviate based on common sense. He gave the example of when he put the fence along Camp Phillips Road and had to go through a conditional use permit, and how someone helped him figure out how to do that. We need to come up with a way to help her use that power in a way that she feels good about, and where she is not being the “judge”, and then subject to criticism because of the decisions she is making.

Sparks stated, as opposed to telling someone they have to come back before Plan Commission, he would like to see, on minor issues (like Guerndt's fence issue), staff come back and say this is what the code reads, and this is what they would like to do, and it really would not impact anyone (such as a shed being off by a foot in a yard). He stated if staff really needs those final approvals from Plan Commission, then make those calls, when something does not make common sense. He stated there are enough very minor things that staff should be able to make discretionary calls on. Sparks stated how the Plan Commission this year has changed and how they are looking at it through a common sense lense. Need to build into ordinance some latitude discretion. He stated Higgins and Wheaton and their staff need to be able to make decisions when some minor thing is not hurting anyone or impacting adjacent property owners. He stated at the very least, make those discretionary recommendations to the Plan Commission.

Higgins discussed that our new Zoning Code was set up as a template from Roffers, and we went through the code and made changes to reflect our needs.

Guerndt commented on how he agrees it is not easy to have to enforce a zoning code, but we need to make things more efficient. Higgins stated how there are things Plan Commission can't just waive, such as setbacks. She explained how setbacks fall under a variance proceeding through the Zoning Board of Appeals. She stated this gets into legalities of peoples' property rights. She pointed out how Plan Commission may think 1 foot off is no big deal, but the neighbors will call and complain. You could also cause issues with the future sale of a property.

Wodalski stated we need to look at where there are exceptions. He stated most of the time we don't know about these until we encounter them. Wodalski stated we could put something in there that says you need a rear 5-foot setback, unless you have a fence, and then you can go right up to the property line.

Meinel commented we spent good money to have Roffers design this, he would like to see what Roffers' recommendation would be to lessen our frustration.

Donner stated currently staff is quite busy with site plans, etc. He is hearing from Plan Commission that they would like us to have Roffers look at this. Higgins stated she does have this built into her budget. Sparks stated at the next meeting talk to Roffers to see if he can build in some discretion into the code.

## STAFF REPORTS

**9. Acknowledge Report re: June 2020 Staff-Approved Certified Survey Maps and Site Plans.**

**10. Acknowledge Report re: June 2020 Building Permits.**

**11. Acknowledge Report re: May 2020 New Business Occupancy Permit Issuance.**

**Motion by Maloney, second by Cronin, to acknowledge Item #9, 10, and 11.**

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

<u>Member</u>	<u>Voting</u>
Sparks, Wally	YES
Maloney, Mark	YES

Cronin, Steve	YES
Gau, Duane	NOT VOTING
Guerndt, Gary	YES
Jordan, Joe	YES
Meinel, Steve	YES

## MISCELLANEOUS

### 12. Next meeting date

a. **Monday, August 10, 2020 @ 6pm – Regular Meeting.**

### 13. Remarks from Staff and Commission Members.

Higgins stated staff talked to a business who is interested in purchasing the Mashuda Pond and part of the parcel. The members agreed that a purchase of that property, trumps leaving it a public park. Higgins stated this will require a future Comprehensive Map Amendment as she did not include it in the one going to the Board on July 20<sup>th</sup>.

Guerndt commented how he is the one who talked to this dock business about purchasing that lot. Guerndt would like to put some fountains in that pond. Guerndt stated this business wants Guerndt to purchase the pond, as this business just wants the frontage, and to display his docks. Guerndt stated this business owner does not want to pay \$25,000 for the pond. Higgins stated that in our meeting with the business, Donner told that business owner, it could be a reduced price, but he just needed to let us know what he is willing to pay. Guerndt stated he believes this business owner would be taking the same 5 acres that he has.

Donner stated regarding the Dominika Street issue, there is some discussion going on between Joe Buska and Paul Durst, of County Land & Title. Donner stated the last time he talked to Buska was July 3<sup>rd</sup>. Maloney stated he shared this to Joe Muzynoski today. Donner stated Durst (who wrote the Quit Claim Deed) e-mailed him last Monday stating that he asked Buska to Quit Claim that land back, and so it seems this is getting into a legal battle.

Guerndt questioned what the members thought of a cost on the pond. Donner stated that would be a discussion for the Board. Guerndt stated that business owner wants 5 acres, without the pond. Higgins pointed out Donner will have this on Monday's Board agenda. Guerndt stated he would take the pond and the business owner wants the frontage. Guerndt stated this guy wants to make an offer this week so this can get moving forward.

Sparks stated this is his last Plan Commission meeting.

## ADJOURNMENT

### 14. Adjournment of PC

**Motion by Maloney, second by Cronin: to adjourn at 9:00 p.m.**

Wally Sparks, Plan Commission Chair and Village President  
Jennifer Higgins, Director of Planning & Development  
Valerie Parker, Recording Secretary

**Village of Weston, Wisconsin**  
**OFFICIAL MEETING MINUTES OF THE PUBLIC WORKS & UTILITY COMMITTEE**  
**Monday, July 13, 2020, at 4:30 p.m.**

**AGENDA ITEMS**

1. Meeting called to order by Chairman – Nate Fiene at 4:30 p.m.

2. Welcome, introductions and acknowledgement of guests.

None.

3. Roll Call by Recording Secretary Coleman:

Nate Fiene {C}	Present
Hooshang Zeyghami	Present
Jon Ziegler {VC}	Present
John Jensen	Present
Tom Hubbard	Present

4. Approval of 6/08/20 minutes.

M/S/P Ziegler/Hubbard: Approve the minutes from the meeting 06/08/20 meeting.  
Yes Vote: 5 No Vote: 0 Abstain: 0 Not Voting: 0 Result: Pass

Nate Fiene	Yes
Jon Ziegler	Yes
Hooshang Zeyghami	Yes
John Jensen	Yes
Tom Hubbard	Yes

**Public Comments.**

None

**Join Zoom Meeting by Computer (audio only meeting to make comments):**  
<https://zoom.us/j/92159521496>

**Join Zoom Meeting by Phone (audio only meeting to make comments):**  
+1 312 626 6799 US (Chicago)

Meeting ID: 921 5952 1496

## ACKNOWLEDGE WORK PRODCUT TRANSMITTALS

### 5. Acknowledgement of water and sewer permits and applications.

None.

## EDUCATION, PRESENTATIONS, AND REPORTS

### 6. May 2020 Public Works and Utilities Budget Status Report

Wodalski provided the Committee with a budget update for the Public Works funds in the general fund as well as the three utility funds of water, sanitary sewer and storm water. Expenses to date are trending similar to expenses at this same point in time as 2019. It was asked if COVID-19 has had an impact on costs and Wodalski stated there doesn't appear to be any significant impacts from COVID-19 at this time.

M/S/P Zeyghami/Jensen: Acknowledged Budget Status.  
Yes Vote: 5 No Vote: 0 Abstain: 0 Not Voting: 0 Result: Pass

Nate Fiene	Yes
Jon Ziegler	Yes
Hooshang Zeyghami	Yes
John Jensen	Yes
Tom Hubbard	Yes

## POLICY DISCUSSIONS AND RECOMMENDATIONS

### 7. Tanya/Tricia Lift Station Design Contract

Wodalski stated the Village began replacing all of the older vacuum primed pump stations several years ago. The Village has replaced 3 out of the 4 stations in the last 4 years. Becher Hoppe was the designer for the other three and staff is recommending they be hired for this station as well to keep design consistent. This contract is \$5,000 higher due to site constraints so there will need to be some additional alternatives and analysis needed as compared to the past stations. Wodalski went over time frame and construction is expected to start next year.

Zeyghami asked if the problems we had with the Mesker station was due to the Engineer. Wodalski stated it was a contractor issue on that project and not an Engineering problem. Hubbard asked if they are moving the Tanya/Tricia station. Wodalski said we don't know at this time and that is the purpose of including the alternatives analysis on the design contract. Wodalski said at the end of Tricia there is walking path and Village owned property, but we would have to relay a sewer main to get there. The Village will have to find where a new station could fit. It has been told to us by staff, that historically this was only supposed to be a temporary location.

An alternative will also look at the possibility of constructing a gravity sewer line to the Ryan St Lift Station. Zeyghami asked what the estimated cost for the project is. Wodalski stated the estimated construction cost is \$350,000 and if you add in the design

fees about \$400,000 is estimated for the cost of lift station. Zeyghami ask if the Ryan St lift station could handle the extra capacity. Wodalski said the Ryan Street has extra capacity right now and there is also an opportunity to install another pump in that station.

M/S/P Zeyghami/Hubbard: Recommend the Village Board Approve the Engineering Services Contract with Becher Hoppe for \$38,000 for the replacement of the Tanya/Tricia Lift Station.

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

Nate Fiene	Yes
Jon Ziegler	Yes
Hooshang Zeyghami	Yes
John Jensen	Yes
Tom Hubbard	Yes

## 8. Surplus Auction Items

Wodalski stated the Village has received delivery of plow trucks and other pieces of equipment that were ordered in 2019 and early 2020. With the new equipment now here, there is no room to store the existing equipment and it is time to sell those items. The equipment to be sold are: a skid loader, leaf truck, and 3 plow trucks along with other miscellaneous items stored in the shop that have little to no useable value to the Village anymore. Staff has begun to do some house cleaning to try and create more storage in the shop and are finding items that don't need to be held onto anymore. Wodalski then went through the pictures and brief description of the items to be auctioned. If everything sells at the estimated values, \$46,400 will be put back into the equipment fund.

M/S/P Jensen/Ziegler: Approved Surplus Auction Items

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

Nate Fiene	Yes
Jon Ziegler	Yes
Hooshang Zeyghami	Yes
John Jensen	Yes
Tom Hubbard	Yes

## 9. Sealcoating of Water and Sewer Utility Facilities

Swenson indicated we have ten facilities to be sealed which are a mix of lift stations, well houses and water towers. The Village asked five contractors for proposals and received three proposals back. The proposal from Jet Black was just under \$6,000. We don't want to wait another season because some might be in disrepair by then.

M/S/P Ziegler/Jensen: Recommend Approval of the Sealcoating of Water and Sewer Utility Facilities contract with Jet Black for \$5,966.64.

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

Nate Fiene	Yes
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Jon Ziegler	Yes
Hooshang Zeyghami	Yes
John Jensen	Yes
Tom Hubbard	Yes

## RESOLUTIONS/ORDINANCES

None.

## FUTURE ITEMS

### 10. Next Meeting date(s):

a. Monday, August 10, 2020, @ 4:30 p.m.	Regular Meeting
b. Monday, September 14, 2020, @ 4:30 p.m.	Regular Meeting
c. Monday, October 12, 2020, @ 4:30 p.m.	Regular Meeting
d. Monday, November 9, 2020, @ 4:30 p.m.	Regular Meeting

### 11. Topics for future meetings.

None.

### 12. Remarks from Administrator

None.

### 13. Remarks from Staff

- CIP Project Status Updates:
  - Harlyn Ave Lift Station – this Wednesday wrapping up final grading
  - Weston School Neighborhood East Reconstruction – contractor will start last week in July with 2 crews. We have liquidated damages included in the contract, so if they run over we have that covered.
  - Crestwood Acres Addition Reconstruction – Staff has received 3 proposals for the design contract.
  - Ryan St Utility Extension River Crossing – last month a scoping meeting was held with Clark Dietz. The next step is to get the wetland delineation, survey and soil borings completed.
  - Staff is working with Attorney Yde on a Developer's Agreement with SC Swiderski for their Callon Ave apartment project. The project includes looping the water main on Callon Ave to Field Crest Ln and reconstructing the street due to that.

Operations Staff Updates

- Watermain Flushing -completed
- 2020 Street Maintenance Activities  
Raczkowski stated Ross Avenue will be closed starting tomorrow between Birch St and County Rd X for repaving. CPR is planning to begin the Schofield Ave Concrete Repairs the week of July 27.  
Alta Verde Street drainage project is yet to begin.

Swenson indicated there have been a lot of TDS Digger's Hotline tickets submitted recently.

This year a translated version of the Annual Water Quality Drinking Report in Hmong was uploaded to the Village website.

Staff will be working on submitting the sanitary CMAR this next month.

**14. Remarks from Committee Members**

None.

**15. Announcements**

**ADJOURNMENT BY 4:53 P.M.**

**Village of Weston, Wisconsin**  
**OFFICIAL PROCEEDINGS OF THE SPECIAL JOINT MEETING OF THE PLAN COMMISSION AND**  
**PUBLIC WORKS & UTILITY COMMITTEE**

held on Monday, July 13, 2020, at 5:00 p.m., in the Board Room, at the Municipal Center

**AGENDA ITEMS.**

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**1. Meeting called to order by Plan Commission (PC) Chair & President Wally Sparks.**

**2. Roll Call of Village PC by Secretary Parker.**

Roll call indicated 6 Plan Commission members present.

<u>Member</u>	<u>Present</u>
Maloney, Mark	YES
Sparks, Wally	YES
Gau, Duane	NO - Absent
Guernndt, Gary	YES
Jordan, Joe	YES
Meinel, Steve	YES
White, Loren	YES

**3. Roll Call of Public Works & Utility Committee by Secretary Parker.**

Roll call indicated 5 ETZ members present.

<u>Member</u>	<u>Present</u>
Fiene, Nate	YES
Ziegler, Jon	YES
Hubbard, Tom	YES
Jensen, John	YES
Zeyghami, Hooshang	YES

Village Staff in attendance: Donner, Higgins, Wodalski, Swenson, Raczkowksi, Wheaton, Chartrand and Parker.

There were about 5 people in the audience.

**COMMUNICATIONS**

**4. Opportunity for citizens to be heard.**

None.

**5. Written communications received.**

Sparks read an e-mail Wodalski received from Oliver Burrows (attached) related to Agenda Item #7, on possible amendments to Subdivision Ordinance regarding Sidewalk Regulations.

**NEW BUSINESS**

**6. Introduction and Visioning Session for Weston Avenue Corridor Plan Project. (MDRoffers & Staff)**

Mark Roffers, of MDRoffers, introduced himself and his involvement with the Village. He then went through his presentation on the Weston Avenue Corridor Plan (Attached), where he explained this project's relationship to the Comprehensive Plan we adopted in 2016. He went over the proposed planning process, which includes tonight's kick-off meeting. Roffers stated that he had introduced himself, via a letter to a number of key property owners along the corridor, with the goal of meeting with them in-person, over the phone, or via Zoom,

to discuss their land and understand better their visions of their land as we move forward in the planning process.

Roffers stated the goal is to come back to this group in September with some initial options on how the road could be redesigned and initial draft development plan for lands around it. He explained how the two are related, where if the plan for the Corridor were to come back as 100% industrial, that then dictates a particular road design to make sure semi-trucks and trailers, and other vehicles can move through there efficiently and safely; whereas, if we have a different land use pattern the road design would reflect that. Roffers stated he intends at that point in time to talk to the Committees and homeowners along the corridor again, in a group setting, allowing for more interaction, and focusing more on the owners along Transport Way. Roffers pointed out that they have not reached out to the Transport Way owners to-date yet, as we are not far enough along with the design process to have a meaningful discussion.

Roffers displayed the Planning Map, explained how the corridor is tentatively subdivided into 3 districts (Western, Central, and Eastern), and explained their current uses. These will form the basis on our land use recommendations in the plan, and how Weston Avenue roadway design may change throughout.

Roffers brought up the Future Land Use Map, from 2016 Comprehensive Plan, with recommended future land uses. He explained how this plan helps guide us for the future.

Roffers brought the Future Transportation Map, which shows 100' right-of-way along Weston Avenue for the future, and right now Weston Avenue is 66'. He explained how this shows potential future roadway expansions and extensions. He pointed out this plan showing Municipal Street extending south, crossing over STH-29.

Roffers explained how the Village had used its last TIF amendment, and how the district is set to close in 2031, and how our spending period ends in 2026. He explained the reconstruction would have to take place by 2026 to be funded by TIF. It was stated that now is the time, if Weston Avenue is going to upgrade and change, to get the design work going and start that project. Roffers explained how this TIF District was set up as an industrial TIF, and it has a remaining life of 10 years. He stated as a State Law, 50% of the land needs to remain industrial.

Zeyghami brought up the residential area along the highway (Brehm's Subdivision), and the complaints we get from the noise pollution. Roffers stated we need to plan the land that will work for the residents and businesses.

Roffers then brought up a Natural Features map, showing the low and wetlands. We look towards those when looking at development. We have a collection of lightly tracts of land that is developable, and how 40-acre tracts are desirable for industrial.

Roffers then read the Draft Vision Statement (on Page 3 in his memo). He then asked the members for their comments about their visions for this area.

Maloney stated that he feels the vision should be what the residents who own the property are thinking. He feels this should be talked to all the owners, not just some. Maloney questioned if Roffers reached out to all the owners or just some. Roffers stated they talked to/sent letters to about 15 of the owners, those who own a fair amount of land, along this area. Roffers said it would be difficult and would take a lot of time to try to contact all 100+ owners. Roffers stated the rest will be invited to come to meetings.

There was discussion on when the plan was adopted in 2016. The timing is such that we have to do it now, as the TIF will run out in 2031, and the spending period ends in 2026.

Maloney commented that he wants to know what the residents want to do. Maloney stated he is concerned about our taking people's land. Maloney stated he received 3 calls this week from residents thinking this will be 4 lanes and a done deal. Maloney stated he would be happy to sit down in those meetings.

Roffers stated he needs the Board to trust that he will report back honest information to the committees, but he needs the residents to respond to him.

Sparks stated people are concerned about the use of the TIF funds. He brought up the Camp Phillips Centre project where we lost a couple million dollars. Sparks stated some out there would request we close the TIF early. He agrees we need long range plans. A lot of residents there have a sour taste after the Camp Phillips Centre plan, where they were thinking they would get a lot of money for their land, and nothing happened. He stated there are a lot of residents who do not want us to use TIF money.

Roffers stated if anything gets developed out there, there will be more traffic along Weston Avenue. The question is, will it be more traffic than what the road can handle.

Sparks requested as Roffers reaches out to property owners, it will be important to explain how TIF works. Roffers stated it would be beneficial if people are willing to sit down for an hour with him. Most only want to meet for 15 minutes, and it's hard to explain things in that amount of time.

Cronin asked what the percentage of land that is covered by the 15 owners he reached out to. Roffers stated those amount to about 30%, on properties 40+ acres. They have not been able to contact the owners as well as they had wanted. Higgins stated we initially want to talk to the bigger landowners. She explained the Schofield Avenue corridor, and how we started with larger owners and then expanded to everyone else. Higgins stated no developer is going to call a small homeowner to buy their house, they will be looking at the larger tracts of land.

Maloney confirmed after we reach out to the all the properties, that there is still a chance for this to all change, that it is not a done deal. Higgins stated the plan would be to bring a draft plan back for all residents and the Commission to react to. There would then be time to revise the plan prior to final public hearing and plan adoption. Higgins explained this is how the Schofield Avenue Corridor Plan had been handled. We held a meeting last year to reveal the draft plan to everyone and then had planned to bring it back this spring for final review. COVID-19 has made it difficult to get a large group here at the Municipal Center. Roffers stated that we have a plan being finalized for Schofield Avenue Corridor, based on comments from owners, and talked about how last year when bringing this project up, there were 40-50 people in the audience.

Fiene emphasized transparency. As far as the operational concept, he would like to see a lot of mixed-use buildings, with potential light industrial, and some trades companies.

Guerndt stated the road needs improvements. There are some complications when people who do not want to develop. He stated when developing the road, that is the best time to put in infrastructure.

Jordan stated Weston Avenue was a Farm to Market road and not designed to handle the current traffic. He explained how his semi-trucks (for Wausau Supply) are going down Weston Avenue, to appease the residents along Ryan Street to Weston Avenue. This traffic is doing damage to the road. We need to work with the owners along Weston Avenue.

Donner stated the TIF is a potential funding source for that street. Donner stated we can't predict when development will happen, then we'll be asked to facilitate some infrastructure. Donner stated he can accompany Roffers in the meetings. Donner stated to be responsible, we need to look forward.

Maloney is fine with redesigning and upgrading the roadway. He asked if we are going to force rezones. Higgins stated we would be updating the future land use map to depict the future vision for land along the corridor. Higgins stated zoning would not change until a rezone requested and the property was developed. Once utilities come through, developers will start talking to owners, giving offers they can't refuse, and we have to be ready for that. Meinel asked where water and sewer currently is. Donner stated it stops at Von Kanel and at Zinser Street, where there is a current gap between Von Kanel and Zinser Street. Wodalski gave further clarification on where the water and sewer currently is at.

Meinel questioned if there was any other interest in parcels within the Camp Phillips Centre. Donner stated there has been no other follow up. Higgins stated the central area is what developers are interested in (Von Kanel Street to Ryan Street). Donner explained why the service is where it is, because of the Cedar Creek Waste Water Interceptor.

Meinel is concerned that by putting a label on someone's property right now, what does it do for them later. Roffers brought up the FLU and stated most everyone's property in the TIF District is planned for something already. Guerndt commented just because it is zoned MF, does not mean you can't put single family in. Same with AG.

Higgins stated the reason the Comprehensive Plan legislation went into effect, is we shouldn't be reactive, we have to look ahead, and this gives staff parameters to work with. There is always an opportunity to do a Comp Plan Map Amendment, but it is not instantaneous. It's all about how you want the Village to grow. It was stated the Plan Commission went through an over 3-year process. Roffers stated many years ago when TIF was planned in the 90's, it set this on its course for commercial. Roffers stated TID law states the zoning has to be in a way that allows for industrial use, because this is an industrial TID. Roffers stated until the Village retires or closes the TID, we have to keep 50% for industrial.

Roffers commented the land there to the greatest extent can be industrial. We can rezone these lands to anything that allows industrial. There was discussion about Brehm's Subdivision, it was there when TIF went in. Donner stated this is long-term planning, and no reason why we can't change some things. The corridor plan helps us in trying to stay ahead or get ahead.

Guerndt questioned the costs of reconstructing Weston Avenue. Donner stated this is part of the TIF plan. Sparks questioned sewer and water is already in the plans for Weston Avenue, the entire way from Camp Phillips to County Road J.

Maloney questioned if Ryan Street was reconstructed to handle trucks. Wodalski stated it was constructed with a more heavy-duty pavement. Maloney questioned Ryan Street north of STH-29. Maloney questioned the trucks getting pushed south on Ryan Street. Donner pointed out how it is actually a quicker route from Wausau Supply to Ryan Street to Weston Avenue. Jordan stated it was primarily trucks coming into their site, as their GPS takes them along Schofield Avenue to Ryan Street. Donner stated by reconstructing Ryan Street, it would be an "all weather road" – no weight limits. Zeyghami questioned how many lanes. Donner stated we are planning for the future to allow 4 lanes. Zeyghami stated DOT will limit you by the traffic counts (needing 16,000 trips per day). Zeyghami commented on how there is a lot of wetlands in this area.

Gary Buchberger, 5410 Weston Avenue, was present. He stated how he owns a lot of the land (about 1-mile and  $\frac{3}{4}$ ). He feels we are jumping the gun. He hopes we talk to all the people that live there. His dad bought the land in 1942 from Herman Von Kanel. He understands you have to plan for the future for development. Because of his recent hip surgery, he sits at home and watches the traffic that comes past his farm. He stated 1/3 of the traffic are semi's. He stated when the road limits were on, he has not seen anyone getting pulled over. Buchberger questioned if it would make more sense for the trucks to take the Highway J exit and come along Schofield Avenue. He feels this would eliminate most of the semi trucks. He agreed the residential traffic along there has increased. He stated how the Village spent a lot of money on the Camp Phillips project

for nothing. He feels we will waste a lot more money now. He stated with water and sewer assessments, he will be forced to sell his land. He does not think that is fair. He can see down the road in the future the expansion, as he agrees this is a long range plan, but he does not think it is needed in these next few years. He stated again, if we could get the semi traffic to exit on Highway J and go along Schofield Avenue, we would lighten up much of the traffic.

Guerndt questioned with the TIF District, and the special assessments for adjacent property. Donner stated there are options to look at, such as should the TIF pay for it and we charge a connection fee? Donner confirmed to Maloney that it is not a given that sewer and water will go to the landowners. Donner stated it's the "But For" statement. Maloney questioned if there has ever been an agreement that if water and sewer is paid for, and if the landowner sells in two years that it is paid back.

Sparks brought up the water line going to Zinser Street for the golf course. Water runs past the adjacent property, but they are not connected. If we were to use TIF funds to reconstruct Weston Avenue, to have the utility run along the road, but don't require the property owners to connect. This way for someone who does not want to sell their property or connect, they are not forced to do so. Then, if they were to decide to sell their property, it would be more sellable, as there are public utilities available. It increases the property values for those who want it.

Meinel questioned how long those assessments will be hanging out there. Donner stated that would be the decision of the Board. Donner stated if developer funded, there is a recapturing agreement, has to come back in 10 years. Donner stated we can make available and when they want to connect, we charge a connection fee, based on what their usage would be. Donner stated there is a strong argument to make the payment part of the TIF distribution.

Guerndt stated if the road gets reconstructed, it's not wise to not include the sewer and water. He does not feel it is fair to make someone pay for it. Donner stated do we give the utility corridor an easement, versus under the road?? The easement is better, as far as cost for connections and road repairs. These are things we need to discuss.

Ryan Bahrs, of AECOM, of Stevens Point, who is working with Roffers on this project, was present to discuss roadway options on Weston Avenue. Just because there is a corridor project going out there does not mean it has to be 4-lanes. It's what we are trying to figure out. We are just getting started by talking to the committees and reaching out to the homeowners. Bahrs then talked about roadway components. If this corridor plan moves forward, and if we want Weston Avenue to become this next piece of east-west arterial for to serve the Village. We need to work with the existing development and try to project what the future will be, and build with the thought of what's to come. How proactive does the Village want to be going forward. He stated we have a lot of houses and businesses and natural areas. Bahrs brought up examples of roadway designs, to show some components for feedback, stating we have to figure out the land use and look at projected traffic, and then look at 2-lane or 4-lane.

Maloney questioned what the typical right-of-way width is? Donner stated 66-feet. Maloney questioned how much right-of-way for a 4-lane road? Roffers pointed out an example from Bahrs, which shows a 4-lane 66-foot wide right-of-way. Mike McMahon, 5505 Weston Avenue, asked how wide the utility easement would be and is there an easement now? Donner stated it would depend on the depth of the sewer and water. Currently, utilities are under the road. Maloney stated this utility easement is the correct way, to do this. Bahrs stated a multi-use path could go over the utility easement.

Bahrs then took the members through the different 2 and 4-lane examples (attached).

Bahrs reiterated this is just starting the discussion. We need to figure out the land use, then the roadway planning, get thoughts on roadway and utilities will go in the ground somewhere. We need to be fiscally responsible and responsible to the owners out there now.

Sparks commented on the landscaping on Weston Avenue is ridiculous and expensive to maintain. He is open to stamped concrete in the median or even artificial turf. Roffers stated if you add more hard surface, the State requirements is that we have to meet stormwater requirements. The right-of-way by hospital is 100'.

Wodalski explained how you could fit a two-way road (with 14' lanes) which includes a 6' grass terrace area, and 10' multi-path, 18' middle lane, 2-foot shoulder areas.

Raczkowski stated to remember in the winter the grass medians and you have to go around. He commented on raised median with curbs, you end up hitting the curb with the plows. Wodalski stated we would plow a 4-lane road with 2 trucks. Operationally, we like to make one pass.

Maloney likes what the County did on Camp Phillips Road (north of Ross Avenue).

Fiene stated if we put in a sewer connection parallel to Weston Avenue. Could something like the freeway style with depressed median work with maintenance. Wodalski stated the connection is made by the multi-use path, not the arterial street. Fiene stated which ever works easiest for utility repair or installation is his concern.

Zeyghami asked for a cross section. Roffers stated we are still in the beginning of the process, and that's the next step. Zeyghami stated a cross section would give people a better picture. Roffers stated we need to determine the amount of right-of-way. He stated there are spots with major drainage ways and places where peoples' houses are 30 – 40 feet from the right-of-way.

Hubbard feels you may be better off narrowing it down to 66 feet with curb and gutter, you may be better off purchasing property for stormwater management, versus trying to obtain 100 feet of right-of-way for a mile stretch. He stated there would be less costs.

Wodalski confirmed to Maloney there is about 2 – 2 ¾ miles between Camp Phillips Road and County Road J.

Roffers stated this will all depend on what is planned, as far as road width. It does not have to be 4 lanes all the way throughout. Bahr stated we have to decide on curb and gutter or ditching. Curb and gutter would require less land.

Sparks commented we would like low maintenance and the utility corridor outside of the roadway. He confirmed we will need to have storm drainage. Roffers stated either a basin in median or find lands to put basins in. Low maintenance, 4 lanes, sewer acquisition, incorporate utility easement along the road. Donner confirmed the utility easement can be located under multi-use path (similar to Camp Phillips Road). Less repair on road and disruption on traffic.

Sparks stated there may be additional grant funds for COVID that we can apply here.

Cronin stated to keep safety in mind. A lot of near accidents on Camp Phillips Road and E Jelinek Avenue.

## **7. Discussion on possible amendments to Subdivision Ordinance regarding Sidewalk Regulations.**

Donner stated this came out of Weston Neighborhood. Wodalski stated a lot of this started with the public comment from Oliver Burrows, read by Sparks, regarding the neighborhood east of Weston Elementary. During the public hearing, there was a desire to see if sidewalk needed to be installed on every street.

Wodalski read the Sidewalk Ordinance, where in all new construction sidewalk is required on both sides, with the exception that they could substitute a multi-use path on one side in lieu of 2 sidewalks. This was discussed at the Village Board Meeting and subsequent Public Works meetings. The subdivision code adopted in 2016. In 2015, the Complete Streets Ordinance was adopted (designed to be safe for all users of all ages). The rest of Comp Plan, the Bicycle and Transportation section, specifies we require pedestrian facilities. We adopted a Table 6.06(1). As we look at this, there is the question on the dead end roads. He stated there was a valid point that on a dead end road we don't need to require it. When looking at capital improvement plan, Anastasia Drive, we required a 28-wide street and shoulder, giving 4 feet of pavement for people to walk on. On Shorey Avenue, if we reconstructed right now, we would require sidewalks, multi-use path, or wider surface. Trying to make it so the ordinance has exceptions that make sense. Wodalski stated we are looking to add a second note to that table that states if the road is a short dead-end road (less than 400 feet in length), with fewer than 100 trips, and no prospect of connection to pedestrian facilities, we would make an exception to waive the sidewalk requirement.

Maloney questioned the plan prior to the past meeting that sidewalk was planned. Wodalski stated yes, and is required unless we make this change.

Sparks and Cronin agree with the changes.

**Motion by Maloney, second by Meinel: to approve recommending the amendments to the ordinance changes to the Village Board. Q: Meinel questioned the maximum length of a cul-de-sac? Wodalski stated our current code does not allow cul-de-sacs over 400 feet. We do have a few of those longer cul-de-sacs in the Village. This is worded that all 3 criteria have to be met. Guerndt commented on the sidewalks on Misty Pines, who puts the sidewalk in on the extension. Wodalski stated the Village could put those in. Maloney feels if we were to extend a road through, the Village would pay. Sparks stated the statement states "May" not will, so still some room for discretion. Higgins stated the Zoning Code and Subdivision ordinance have to go before the Board. Guerndt asked who this is for. Wodalski stated this is Village-wide. Motion passed.**

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

<u>Member</u>	<u>Voting</u>
Sparks, Wally	YES
Maloney, Mark	YES
Cronin, Steve	YES
Gau, Duane	NOT VOTING
Guerndt, Gary	YES
Jordan, Joe	YES
Meinel, Steve	YES

**Motion by Jensen, second by Ziegler: to approve recommending the amendments to the ordinance change to the Village Board.**

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

<u>Member</u>	<u>Voting</u>
Fiene, Nate	YES
Ziegler, Jon	YES
Hubbard, Tom	YES
Jensen, John	YES
Zeyghami, Hooshang	YES

## **MISCELLANEOUS**

### **8. Remarks from Staff, Committee, and Commission Members.**

Donner commented that still has to go before the Board.

## **ADJOURNMENT**

### **9. Adjournment of PW&U.**

**Motion by Ziegler, Second by Jensen: to adjourn at 7:04 p.m.**

### **10. Adjournment of PC**

**Motion by Cronin, Second by Guerndt: to adjourn at 7:04 p.m.**

Wally Sparks, Plan Commission Chair and Village President

Jennifer Higgins, Director of Planning & Development

Valerie Parker, Recording Secretary

## Valerie Parker

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**Subject:** FW: Material requested to be read into the record for the joint meeting of the Public Works and Plan Commission meeting during the public comment period

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**From:** Oliver Burrows <[oliverburrows@yahoo.com](mailto:oliverburrows@yahoo.com)>

**Sent:** Monday, July 13, 2020 4:22 PM

**To:** Michael Wodalski <[mwodalski@westonwi.gov](mailto:mwodalski@westonwi.gov)>

**Subject:** Material requested to be read into the record for the joint meeting of the Public Works and Plan Commission meeting during the public comment period

13 July 2020

1608 hours CDT

Dear Mr. Wodalski:

Due to a series of unforeseen problems today, I was unable to prepare and e-mail the materials I promised to you to be copied for this afternoon's joint meeting of the Public Works and Plan Commission. If it is permissible, I would like the following read into the record during the public comment period:

My name is Oliver K. Burrows III, and I reside at 5008 Sunset Street in the Village of Weston. I would like to address the members of the Public Works Committee and Plan Commission in order to express my support for the efforts that are ongoing to remove the sidewalks on both sides of the roadway on Sunset and Arrow Streets north of Kennedy Avenue. Although we as residents (and there are 14 affected residences, none of whom has expressed to me any interest in having what I affectionately refer to as "the sidewalks to nowhere").

As the cul de sacs are approximately 350 feet long and four sidewalks would total 1400 square feet at an estimated cost of \$4.75 per square foot, eliminating these sidewalks, which connect to no other thoroughfare(s) and cannot in the future due to the existing housing configurations, would save the village a substantial sum at a time when we need to find ways to save monies. There would appear to be no reason to install these sidewalks except for the requirement of the 2016 ordinance requiring same in all new or reconstructed areas.

I have spoken directly with at least six of the affecting parties, and none has expressed any interest in sidewalks in the aforementioned areas. Thus, I respectfully request that the Plan Commission schedule the required public hearing that must precede the passage of an amendment to the current ordinance requiring all new or reconstructed roads to have sidewalks for any areas that meet the criteria (i.e., distance and non possible future egress) of the two blocks on Sunset and Arrow Street north of Kennedy Avenue.

Thank you in advance for considering my request.

Respectfully submitted,

Oliver K. Burrows III

Thank you for assisting me with this matter Michael. I am sorry I must ask again for your assistance.

Be blessed

Sincerely,

Oliver K. Burrows III

5008 Sunset Street  
Schofield, WI 54476  
USA

(715) 355-1753 (office voice)

(715) 359-7447 (office fax)

(715) 581-5008 (mobile)

[oliverburrows@yahoo.com](mailto:oliverburrows@yahoo.com) (e-mail)

<http://www.economictruth.org> (web site)



To: Village of Weston Plan Commission and Public Works & Utilities Committee  
From: Mark Roffers, AICP, Planning Consultant  
Date: July 7, 2020  
Re: Joint Committee Meeting Regarding Weston Avenue Corridor Plan

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We are pleased to begin the process to create the Weston Avenue Corridor Plan with these two committees and the community. We'd like to spend our time on July 13<sup>th</sup> to get this planning project off to a good public start.

### **Relationship to Comprehensive Plan**

In 2016, the Village Board adopted "Volume 2: Vision and Directions" of the Village of Weston Comprehensive Plan. Within that volume, the village suggests that it "will plan for new land development in a manner that advances the local economy, maximizes use of its land base, protects the environment, and enhances the quality of life for its residents" and "utilize existing highway corridors as a focal point for mixed use development." The Weston Avenue corridor is envisioned within the Plan volume—and the TID #1 Project Plan—as a key area for future economic and recreational development. Volume 2 also communicates the village's position that "reconstruction of Weston Avenue as an urban roadway will connect growing economic development areas and serve emerging residential and recreational areas."

Like the County Road X and Schofield Avenue Corridor Plans before it, the Weston Avenue Corridor Plan is envisioned as a "Volume 3" element of the village's comprehensive plan. As depicted on the attached map, the proposed planning area extends from the intersection of County Roads X to J, and between State Highway 29 and a point generally ½ mile south of Weston Avenue. The planning area is tentatively divided into three districts to aid with understanding and reflect that future activities along the corridor will not be "one size fits all."

### **Proposed Planning Process**

The attached "meetings & milestones" document describes the proposed planning process.

In addition to this joint committee meeting, another early stakeholder involvement step involves interviews with the owners of larger tracts of land in the corridor, major development interests, and highway and utility jurisdictions. The idea is to learn as much as we can about the land and future interests related to it, and to share as much as we can about what the

village is up to in the corridor. We have begun to contact the stakeholders and will be conducting those interviews over the next month.

Later this summer into early fall, we intend to prepare and share with the committees different options for how Weston Avenue could be reconstructed, and alternative land use concepts for the corridor. We will engage further with land owners along Transport Way at about the same time.

With committee direction and public feedback, we will then work over the fall to prepare a draft of the Weston Avenue Corridor Plan, with the idea that it would be ready for recommendation by the committees and adoption by the Village Board in winter.

### **Proposed Corridor Plan Organization**

The Plan will generally reflect the organization and topical coverage the prior two corridor plans, with a greater emphasis on roadway design. We envision that the Weston Avenue Corridor Plan will include the following components:

- An overview chapter, including a description of the planning area, a proposed vision for the corridor, relationship to other districts like the County Road X corridor, and a summary of key recommendations.
- Analysis of the corridor and its unique economic, land use, urban design, transportation, and other conditions, issues, challenges, and opportunities.
- Recommendations for the corridor planning area, including maps describing recommended future conditions for the different districts depicted on the planning area map. The recommendations will cover land uses and transitions, development opportunities, urban design, roadway redesign, conceptual development layouts, and phasing.
- Recommendations for reconfiguring and reconstructing Weston Avenue from a two-lane rural roadway to a multi-lane arterial to serve development along the corridor and traffic through the corridor.
- A detailed implementation strategy, including steps, responsible parties, timeframes, and funding opportunities.

[Go to maps](#)

### **Proposed Corridor Plan Vision**

Within a plan as in life, a vision is important to establish some basic direction and purpose. Armed with what I know so far, the following is a draft of a proposed vision for the Weston Avenue Corridor Plan:

## Draft Vision Statement:

In collaboration with land and business owners, the village will advance development along Weston Avenue and expand Weston Avenue into an urban roadway to:

- Grow the local economy and tax base;
- Expand manufacturing and business park development opportunities;
- Enable retail, commercial service, and recreational uses, at a scale not possible in other parts of the village;
- Enable residential and mixed-use development in compatible locations;
- Safely and efficiently move traffic between development nodes and through the area;
- Enhance Weston Avenue as the primary east-west thoroughfare south of Highway 29;
- Achieve the above in a manner that respects existing natural resources and constraints.

## Questions to Guide Our Discussion

Before the meeting, please think about the following questions. I intend to run through these at Monday's meeting—either one-by-one or over the course of meeting:

1. What is your vision for the Weston Avenue Corridor between County Highway X and County Highway J? Does the draft vision statement above reflect that? If not, why not?
2. What types of future land uses do you think we should try to accommodate or encourage in the corridor planning area? Commercial services? Retail? Hospitality? Light industrial? Contractors? Recreation (if so, what types)? Single-family residential? Multiple-family residential? Does your answer differ by district (i.e., the yellow, blue, and green areas on the attached map)?
3. How could the Weston Avenue roadway and intersecting roadways be reconstructed and improved to better manage development, growth, and traffic? Are you interested in a divided roadway like Schofield Avenue? Or undivided like Camp Phillips Road north of Highway 29? Urban (e.g., curb and gutter) or rural (e.g., roadside ditches)? Or are there other models or examples we should explore?
4. How about aesthetics and "community character"? For example, to what extent should the existing streetscape improvements along Weston Avenue (e.g., median treatments) west of County Road X in the Weston Regional Medical Center be extended to the east—both in distance and intensity? How might features like the Prohaska Nature Center or the Dale E. Smith Waterfowl Refuge be enhanced?
5. Any other advice as we launch this planning process?



# Meetings & Milestones

## Weston Avenue Corridor Plan

Amended: 7/7/20

### **Inventory:** *May-June 2020*

- Assemble base and environmental/soil mapping, including drainage west of Zinser to J
- Assemble prior plans and studies related to development, land use, TID, transportation, utility systems, stormwater, hydrology, geotechnical, recreation, wayfinding and related
- Prepare planning area and district map and typical existing cross-section of Weston Ave.

### **Staff/Consultant Meeting #1:** *May 28, 2020 (digital meeting)*

- Review project work program, including interviews and other outreach
- Discuss inventory information; development/preservation focus areas; key issues, goals, and priorities; and preliminary options for Weston Avenue redesign

### **Stakeholder Interviews:** *July 2020*

- Interview owners/developers in Weston Ave corridor, County Highway Dept, utilities

### **Project Kick-off Meeting/Joint Committee Meeting #1:** *July 13, 2020*

- Review project intent and work program
- Gather input on substantive plan goals, priorities, and options

### **Staff/Consultant Meeting #2:** *August or September 2020*

- Discuss initial draft plan vision, development plan maps, and roadway redesign options
- Identify possible 2021 budget needs, including for detailed design for Weston Avenue

### **Joint Committee Meeting #2:** *September or October 2020*

- Discuss revised draft plan vision, development plan maps, and roadway redesign options
- Recommend preferred roadway redesign option
- Meet with Transport Way owners on same date to discuss access/connection matters

### **Staff/Consultant Meeting #3:** *November or December 2020*

- Discuss draft Weston Avenue Corridor Plan, including preferred roadway redesign option
- Consider advancing Transport Way acquisition and design

### **Public Information/Input & Joint Committee Meeting #3:** *November or December 2020*

- Share and receive input on revised draft Weston Avenue Corridor Plan
- Committee advises adjustments to draft Corridor Plan based on review and public input

### **Joint Committee Meeting #4:** *January 2021*

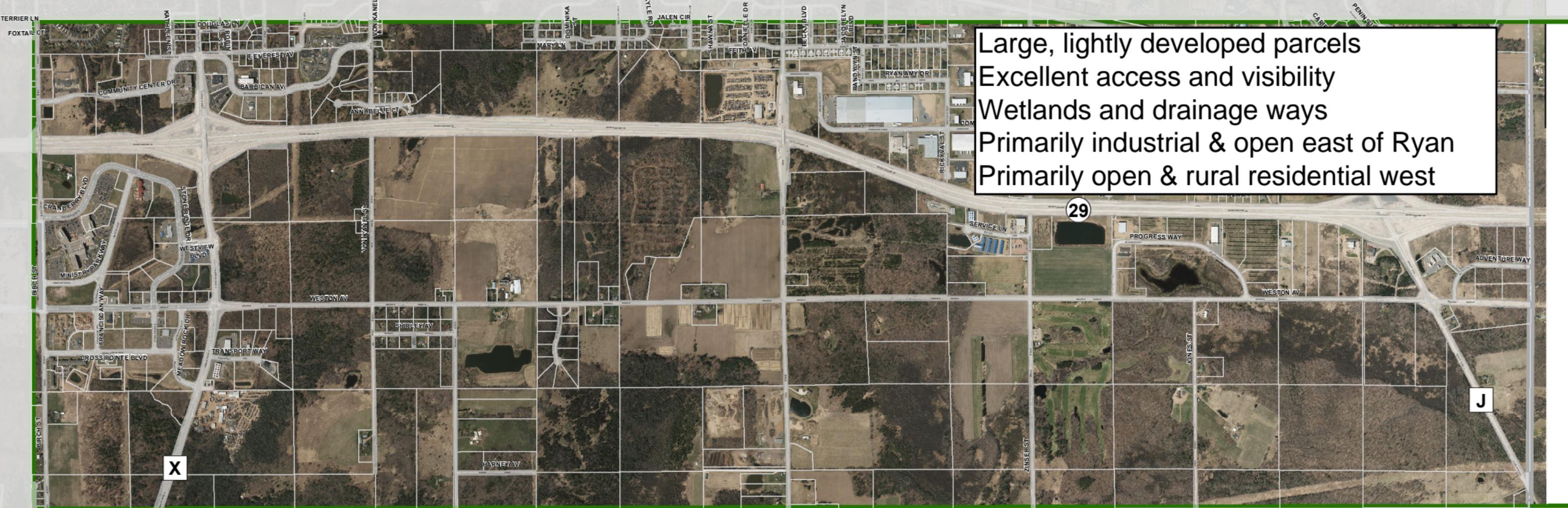
- Recommend public hearing draft of Weston Avenue Corridor Plan

### **Plan Commission Recommendation:** *February 2021 (could combine with Joint Committee Meeting #4 if practical)*

- Recommend Corridor Plan as a component of Village's Comprehensive Plan

### **Village Board Public Hearing:** *March 2021*

- Adopt Corridor Plan as a component of Village's Comprehensive Plan
- Authorize detailed engineering design for Weston Avenue reconstruction



Large, lightly developed parcels  
Excellent access and visibility  
Wetlands and drainage ways  
Primarily industrial & open east of Ryan  
Primarily open & rural residential west

Planning Area and Districts

**DRAFT**

THE VILLAGE OF  
*Weston*

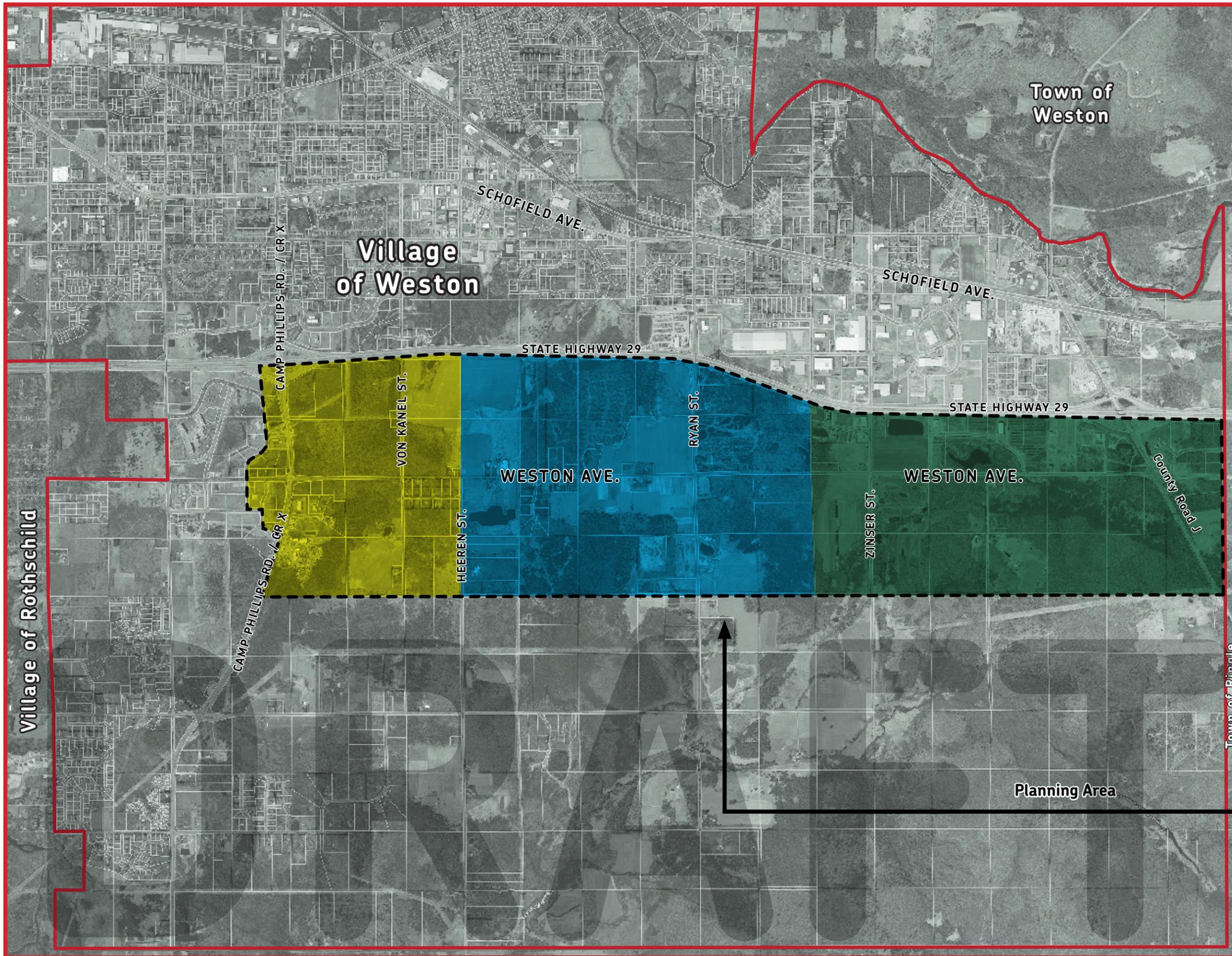
~1600 ft.

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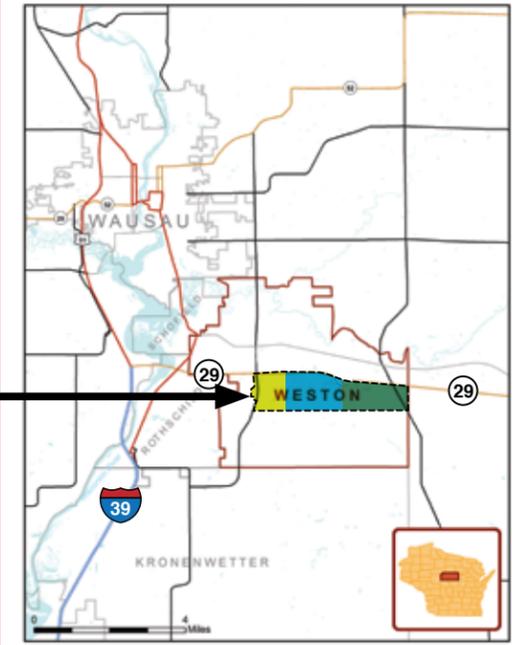
Date: May 26, 2020

**LEGEND**

-  Municipal Limits
-  Planning Area
-  Western District
-  Central District
-  Eastern District



**Regional Context**



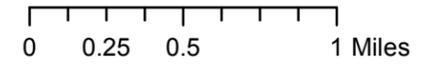
# Village of Weston Comprehensive Plan

7-1

## Natural Features



Map Date: 3/24/2015  
Adoption Date: 3/04/2015  
Created by the Village of Weston  
Tech. Services Department

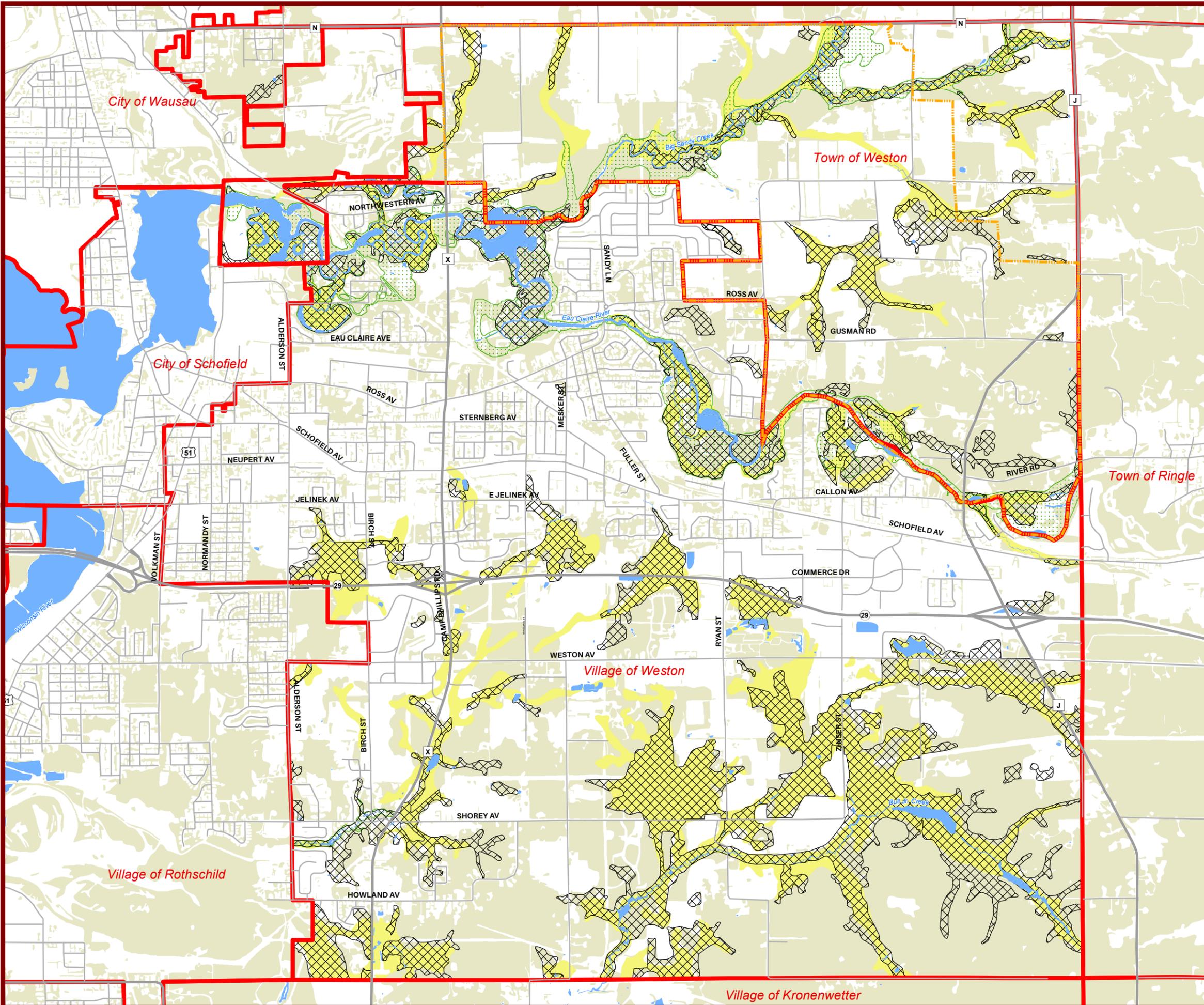


## Legend

- Local Roads
- Highways
- Extraterritorial Zoning
- Municipal Boundaries <sup>1</sup>
- Surface Water <sup>1</sup>
- NRCS Hydric Soils <sup>2</sup>
- DNR Wetlands <sup>3</sup>
- FEMA 100-year Floodplain <sup>4</sup>
- Forested Areas <sup>1</sup>

1. Data provided by Marathon County
2. Hydric Soils derived from NRCS Web Soil Survey Data/Marathon County Soil Survey Rev 2003
3. Wetlands data from Wisconsin Department of Natural resources
4. Floodplain data extracted from FEMA Flood Map Service Center

This map should not be used for determinations as to whether a particular property in Weston contains wetland, floodplain, or hydric soils. Refer to the particular legal map source for more detailed investigation, along with on-site investigations that may be required in advance of development.



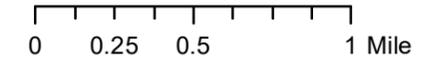
## Future Land Use



Approval Date: 10/XX/2016

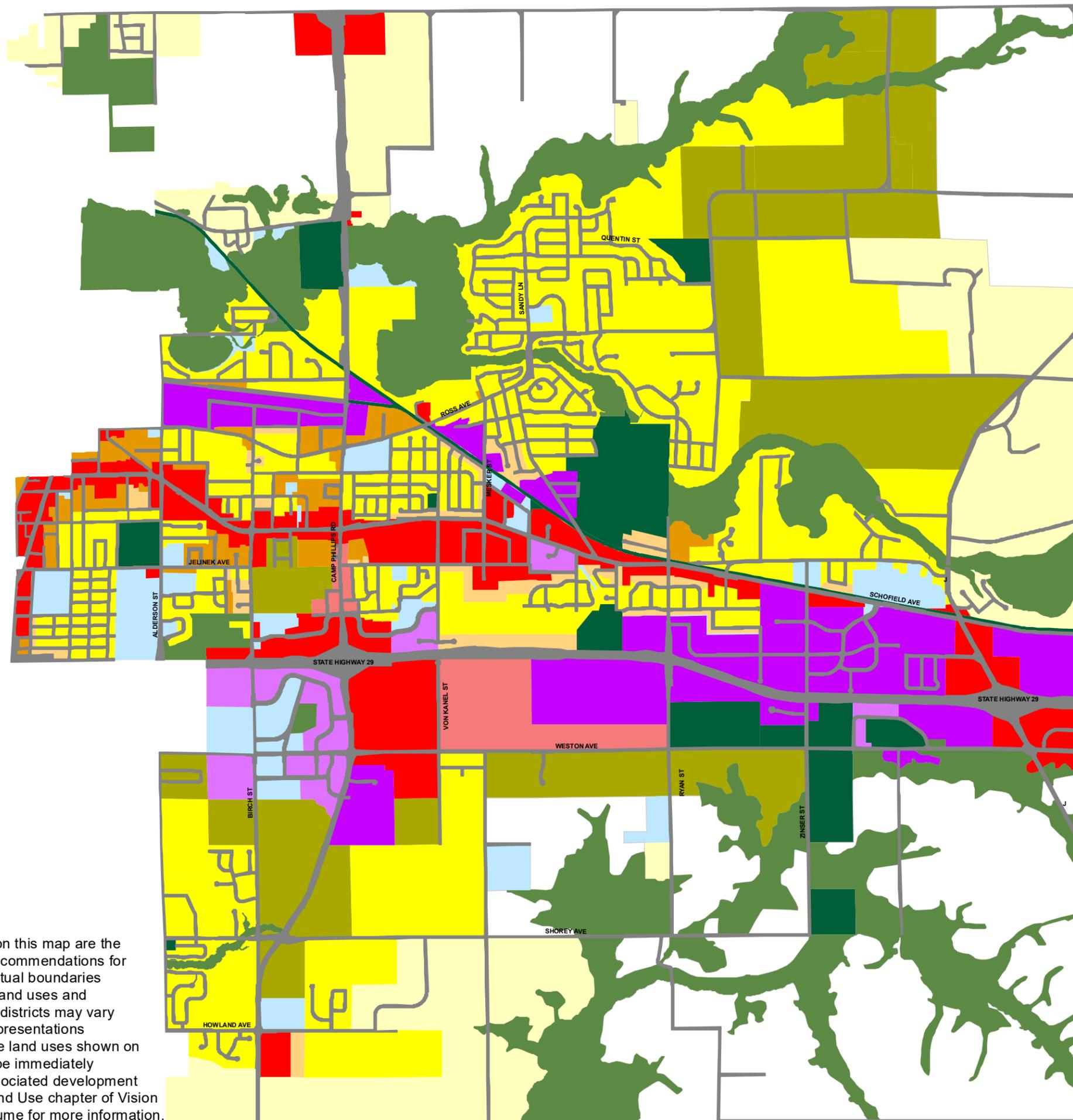
Map Date: 09/07/2016

Created by the Village of Weston  
Tech. Services Department



## Legend

-  Right-of-Way
- Future Land Use Designations**
-  Single Family Residential - Unsewered
-  Single Family Residential - Sewered
-  Two Family Residential
-  Multiple Family Residential
-  Planned Neighborhood
-  Commercial
-  Business/Office Park
-  Mixed Use/Flex
-  Industrial
-  Institutional
-  Parks and Recreation
-  Agriculture
-  Environmental Corridor



Note:  
The designations on this map are the village's general recommendations for future land use. Actual boundaries between different land uses and associated zoning districts may vary somewhat from representations on this map. Future land uses shown on this map may not be immediately appropriate for associated development approvals. See Land Use chapter of Vision and Directions volume for more information.

# Village of Weston Comprehensive Plan

# 9-1

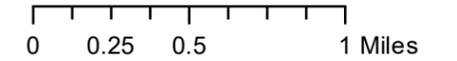
## Future Transportation / Official Map



Approval Date: 10/XX/2016

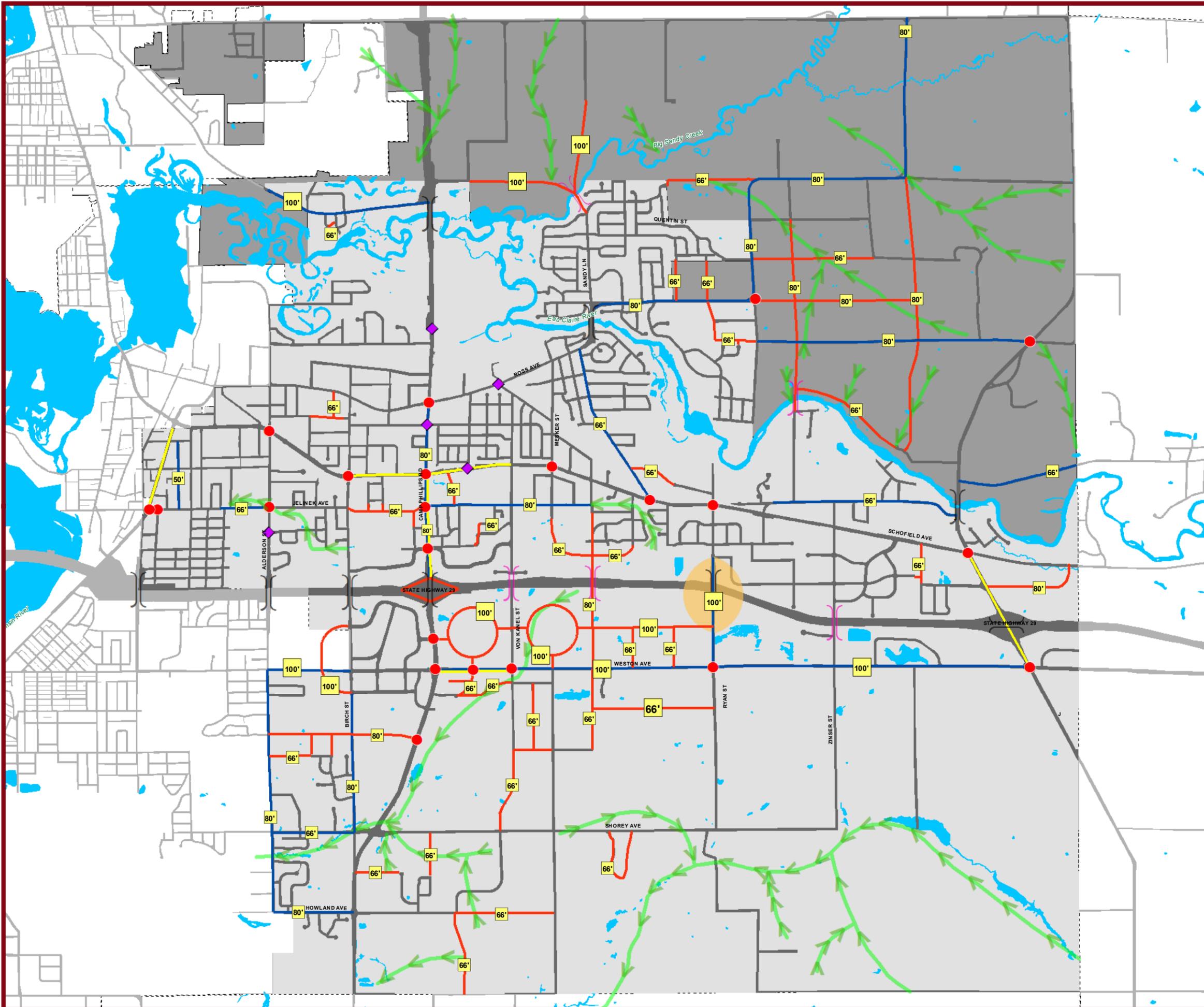
Map Date: 09/07/2016

Created by the Village of Weston  
Tech. Services Department



### Legend

- Village of Weston
- Town of Weston
- Other Municipalities
- Existing Village/Town Roads
- Other Existing Roads
- Drainage Corridor
- Existing Overpass
- Future Overpass
- Future Interchange Study Area
- Future Intersection Improvement
- Future Pedestrian Crossing Enhancement
- Future Major Road (with right-of-way width)
- Planned Road Construction (with right-of-way width)
- Planned Streetscaping
- Surface Water



# Village of Weston Marathon County, Wisconsin



## Map 5: Existing Zoning within TID #1

Map Creation Date: 10/26/2018

Adoption Date (Zoning): 2/23/2017

Adoption Date (TID): 09/17/2018

Map Author: Nate Crowe

Map by the Technology Services Department  
Village of Weston



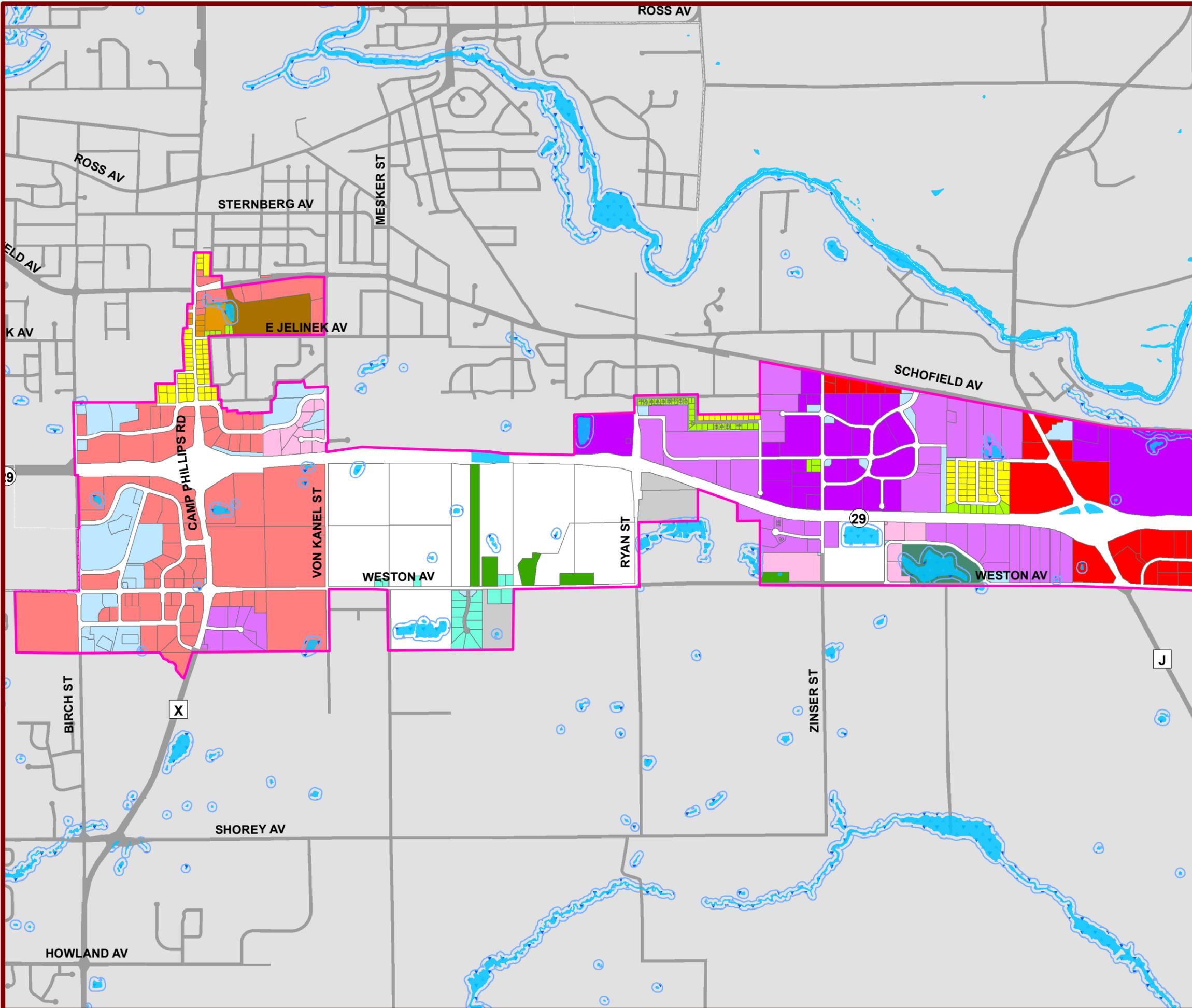
Map Version 4

0 0.25 0.5 1 Miles

### Legend

- TID #1 Boundary
  - Surface Water
  - Village of Weston Limits (2017)
  - Village of Weston Shoreland Overlay Zoning
- Zoning Districts**
- AR - Agriculture and Residential\*
  - PR - Parks and Recreation
  - RR-2 - Rural Residential-2 Acre
  - RR-5 - Rural Residential-5 Acre
  - SF-L - Single Family Residential-Large Lot
  - SF-S - Single Family Residential-Small Lot
  - 2F - Two Family Residential
  - MF - Multiple Family Residential
  - MH - Manufactured Home
  - INT - Institutional
  - B-2 - Highway Business
  - B-3 - General Business \*
  - BP - Business Park\*
  - LI - Limited Industrial \*
  - GI - General Industrial \*

\* Zoning that allows industrial use



# Village of Weston Comprehensive Plan

# 9-1

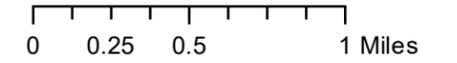
## Future Transportation / Official Map



Approval Date: 10/XX/2016

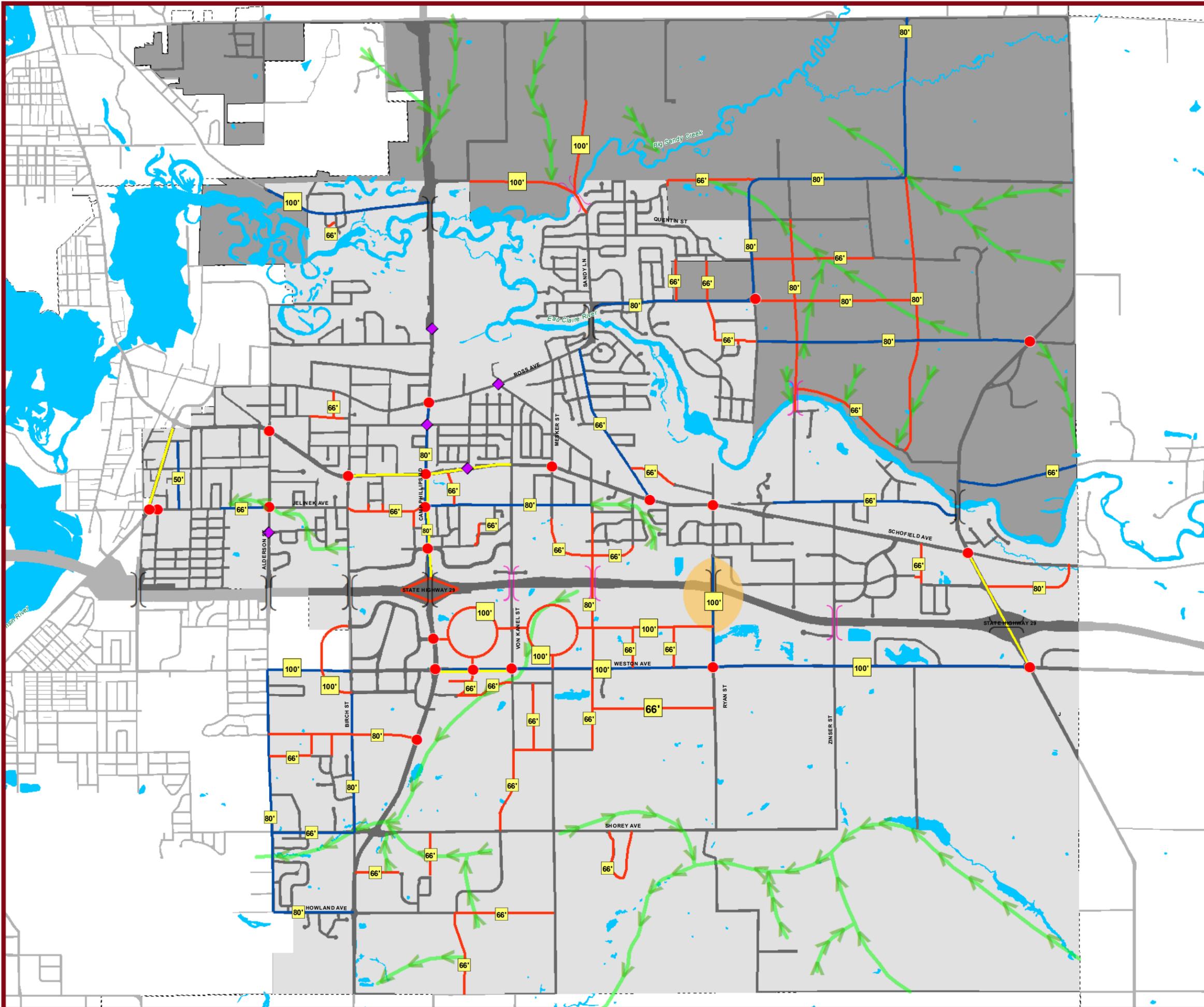
Map Date: 09/07/2016

Created by the Village of Weston  
Tech. Services Department

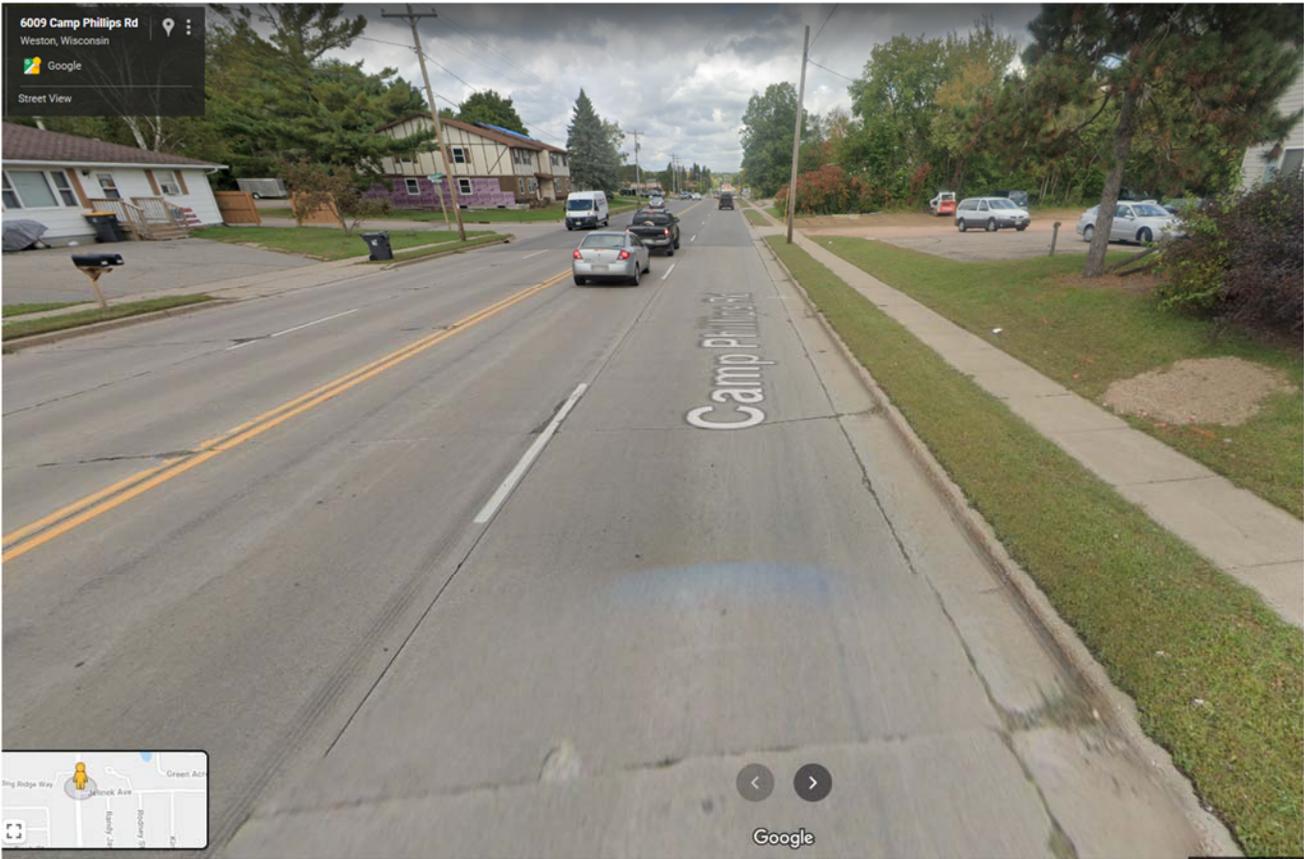


### Legend

- Village of Weston
- Town of Weston
- Other Municipalities
- Existing Village/Town Roads
- Other Existing Roads
- Drainage Corridor
- Existing Overpass
- Future Overpass
- Future Interchange Study Area
- Future Intersection Improvement
- Future Pedestrian Crossing Enhancement
- Future Major Road (with right-of-way width)
- Planned Road Construction (with right-of-way width)
- Planned Streetscaping
- Surface Water



# Roadway Alternative Examples



**4-lane, Undivided, Sidewalk: Camp Phillips Road north of STH 29**



**4-lane, Divided, Raised Median, Sidewalk and Multi-Use Path: Weston Ave west of Camp Phillips Road**



4-lane, Divided, Raised Median, Sidewalk: Schofield Avenue



4-lane, Divided, TWLTL, Multi-Use Path: Camp Phillips Road north end of town



4-lane, Divided, Raised Median, Ditches, Multi-Use Path: CTH R in Plover behind Walmart



4-lane, Divided, Raised Median, Ditch and Curb, Multi-Use Path: Eisenhower Road in Stevens Point



**2-lane, Divided, Storm Water Median, Multi-Use Path: E. Cheryl Parkway in Fitchburg**



**2-lane, Divided, Storm Water Median, Multi-Use Path: E. Cheryl Parkway in Fitchburg**

**VILLAGE OF WESTON, WISCONSIN  
KEITH DONNER, ADMINSTRATOR  
REPORT TO THE BOARD OF TRUSTEES  
#2020-07-17 FOR JULY 17, 2020**

1. **Municipal Center re-opening** – The SAFER meeting was held at the Public Safety Building this past Tuesday. Complete Office met with the Clerks on Tuesday and has come up with a proposal for to use existing furniture for the 2 workstations for the front office but, will need some additional furniture for the Utility Clerk.
2. **Parks, Playgrounds, Skate Park** – Shawn has been on vacation this week. Abby Tesch is proposing that we open the slides in an effort to boost attendance. I expect we will be working to accomplish that in the coming week. Attendance is not what we would like it to be as Shawn reported at the Board meeting on Monday.
3. **Municipal Facilities** – Jon Wallenkamp of Kueny Architects will be discussing the Public Safety Building Bids with the Board on Monday. Wodalski, Trautman and I have been reviewing the Safety Building project and implications to the CIP. Information is included in the Board Packet for discussion at Finance and at the Board meeting on Monday.
4. **Muzynoski Request to Vacate Dominika Street** – As I have not heard anything more from Paul Duerst or Joe Buska this week I will follow up later today or Monday. As I have indicated previously I am still hoping we could get to some resolution by just getting the interested parties (Duerst, Buska, Budleski, and the Village) in a meeting to first try to resolve the R.O.W. and outlot reservations.
5. **Miscellaneous**
  - Staff has been working with Jim Pinsonneault of Patriot Auto and his project team this week to refine his plans for his proposed new site at Mount View and Schofield Avenue.
  - Higgins, Wodalski, and I met with Mark Roffers and his team regarding the Weston Avenue corridor planning study and I followed up with Mark RoOn Friday Higgins, Wodalski, Osterbrink, Parker, and I participated in a Zoom meeting with Roffers to discuss the Parkland Impact Fee.
  - Higgins and I followed up with Mark Roffers regarding discussion at the Monday Plan Commission meeting about the Weston Avenue Corridor Plan and provisions for more flexibility in Zoning Code requirements.

**VILLAGE OF WESTON, WISCONSIN**  
**JESSICA TRAUTMAN, FINANCE DIRECTOR**  
**MONTHLY DEPARTMENT REPORT TO THE BOARD OF TRUSTEES**  
**#2020-07 FOR July 2020**

**1. ITEMS OF SPECIAL NOTE**

- The Department will work with the Town of Rib Mountain Finance Director to submit a proposal to do the financials for the SAFER district.

**2. WORK PLAN PROJECTS**

- We have submitted our draft financials to the auditor for final review.
- June month end is complete and in the packet, we have also included a cash summary.
- We continue to have investments call/mature, those investments were getting us around 2% for interest rates, unfortunately when I look to reinvestment I am only getting .2 - .5% rates.
- The department continues to work on writing up a policy manual, procedural manual, and updating the look of our budget book.
- We have started working on the 2021 budget
- The Department is continuing to look into available grants to help offset some of our additional/unbudgeted expenses related to COVID 19.
- Working with Administrator and Public Works Director on our 2020 borrowing

**3. IDENTIFIED NEEDS**

- None

**4. MISCELLANEOUS COMMENTS / ISSUES**

- None

# Monthly Board Activity Reports

## June 2020

	Month	Year to Date	2019 YTD
<b>EMS</b>			
Battalion 1	73	450	494
Battalion 2	145	877	793
IFT	24	112	117
<b>Fire</b>			
Service-False Alarm	25	92	
Active fires	9	20	
Vehicle Incident	3	20	
Special Rescue	4	7	
<b>Response Time</b>			
<b>EMS</b>			
Rib Mountain	4:56	5:52	
Weston	5:20	5:52	
<b>Fire Response</b>			
Total District	10:20	8:58	
<b>Mutual Aid</b>			
	Given	Received	MABAS Pass
EMS	0		

6/2 – Structure fire in a very large home.

6/21 – Two Swiftwater rescue calls off of Northwestern Ave V-Weston.

6/21 – Swiftwater rescue search

6/26 – Ammonia leak at Crystal Finishing.

Respectfully Submitted,

*Matt Savage*

Matt Savage, Fire Chief

South Area Fire District

**VILLAGE OF WESTON, WISCONSIN**  
**JENNIFER HIGGINS, DIRECTOR OF PLANNING & DEVELOPMENT**  
**MONTHLY DEPARTMENT REPORT TO THE BOARD OF TRUSTEES**  
**#2020-07 FOR JULY 2020**

**1. ITEMS OF SPECIAL NOTE**

There is a Comprehensive Plan Future Land Use Map Amendment on Monday's meeting agenda.

**2. WORK PLAN PROJECTS**

**Addressing Flag Sign Project** – in progress – second phase of this project should begin again on the 20<sup>th</sup> with another round of flag sign installations by Lange Signs. Covid had pushed them back from their June start date.

**Address number on homes Project** – in progress – Wheaton has the letters ready to go. We are just waiting on the Chapter 14 updates to determine if the address number size will change. We received the ordinance back with planned amendments from Mark Roffers and staff is currently reviewing it.

**Address Ordinance Update – new project assigned at 12/9/19 PC meeting – in progress** - following a residents appeal of the flag sign installed on her property due to the home being over 75 feet from the road, the PC would like to look at a making some adjustments to the ordinance to allow for other types of addressing, instead of flag signs, for those over 75 feet. Until an ordinance amendment is completed, the resident will need to keep her sign. Staff met with MDRoffers in February. Mark is going to be helping us update Chapter 14 Building Regulations where the addressing ordinance is located. We will include the update to the addressing ordinance in the final ordinance that is created. Mark provided staff a draft and is now in the process of reviewing it prior to it going through the review process.

**Department Land Development Services Audit** – In progress.

- Suggested Ordinance Amendments – completed 1/19
- Creation of Economic Development Coordinator Position – completed 1/2019
- Updated Position Descriptions for Department – completed 11/2018
- Customer Satisfaction Survey – completed 1/2020.
- Draft Policies and Procedure Guide – 2020 project
- Draft Land Development Handbook – 2020 Project

**Entryway/Wayfinding Sign Plan** – Completed.

- Final Plan was received 1/10/2020. It is available online at <https://westonwi.gov/DocumentCenter/View/6296/Entryway--Wayfinding-Plan->

[DRAFT digital-July-2019](#). Tom has completed the RFP for the wayfinding signs design and install. It went to Public Works and Utility Committee in February for their review. The RFP was sent out the end of February and closed the end of May. It will need to go to Public Works/PC next month. Staff was supposed to meet on this today but the meeting had to be rescheduled. This is a 2020 budgeted project, so we hope to have them installed yet this year.

### **Municipal Facilities Project – in progress**

- **Phase 1 ESA** – REI completed this report on November 14. REI did not identify any Recognized Environmental Conditions (RECs) and do not recommend any further investigation.
- **CSM** – Riverside Land Surveying has completed the survey for us to combine the 3 lots together. Need to rezone the properties and then can combine the lots via the CSM.
- **Asbestos testing report** – Maguire received the report back on 12/13.
- **Rezone Property** – Public hearing held at the June PC meeting. Comp Plan Amendment is on the agenda for Monday.

**Park Fee Impact Analysis and Subdivision Ordinance Revisions** – in progress – we discussed at the May PC meeting. Staff was directed to look at adding a fee for parkland improvements. The scope of the project will be revised and staff will come back with the requested change to have two fees. The two fees will equal the cost of the current fee, they just want it split in half so some can go to parkland purchase and the other half to parkland upgrades. Staff met last week with Mark Roffers to discuss further. Mark should have something for us to look at in September.

**Refuse and Recycling** – Nothing new to report here.

**ROW Ordinance Update** – not started yet.

**Schofield Avenue Corridor Plan** – in progress - [Draft Plan](#) was presented to the PC/CDA and the Public in August 2019. MDRoffers made minor tweaks to it from the public hearing. Staff is making our final review of the Final Draft of the Plan and will bring it through the review/approval process when it is ready. May need to look at scheduling the public hearing at a different location as our facility would not hold the number of people who attended the last meeting in 2019 with social distancing requirements.

**Weston Avenue Corridor Plan** – In progress. Mark Roffers has started the data collection process of this project. The PC and Public Works & Utility Committee held a kickoff meeting via a joint committee meeting this past Monday before the Plan

Commission. Major stakeholders were notified just prior to the 4<sup>th</sup> of July of being called by Roffers. Nick from MDRoffers is working on setting up those meetings.

**Zoning Code update project** – In progress – will continue to bring changes identified as time allows. Mark Roffers provided me with Planned Unit Development (PUD) language that we will be reviewing as staff and then bringing to the PC/BOT at an upcoming meeting. Please read the PC minutes from this past meeting on Monday and give me any suggestions and feedback.

**3. IDENTIFIED NEEDS**

- None at this time.

**4. MISCELLANOUS COMMENTS / ISSUES**

- 

<b>2019 BUILDING PERMITS</b>
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**1. Monthly Building Permit Stats**

The Dept. issued 150 building permits in June 2020 with an estimated permit valuation of \$6,411,524. 146 of the permits were issued in the Village of Weston. The Dept. collected \$41,897 in total permit fees for the month. There were 2 new housing starts in June. Please note that the report now shows Special Assessment Reports (37 were completed) with an added permit value of \$1,480 for the reports to be completed.

As of 6/30/2020, in 2020 the Department has issued 581 permits and collected \$113,875 in permit fees for the 3 jurisdictions. 570 permits issued in the Village and the Valuation of the 570 permits issued in the Village so far in 2020 is \$19,364,334.

[2020 Building Permits Issued to Date](#)

[Weston Housing Unit Totals \(1990-2019\)](#)

**2020 Building Permits Issued to Date – (Village only)**

Date:	Single Family	Duplex	Multi-Family				Commercial	Total All Permits Issued
			4	6	8	12+		
January	1	-	-	-	-	-	7	40

February	4	-	-	-	-	-	7	70
March	1	-	-	-	-	-	22	100
April	-	-	-	-	-	-	13	88
May	4	-	-	-	-	-	4	126
June	2	-	-	-	-	-	23	146
<b>Total</b>	<b>12</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>76</b>	<b>570</b>
<b>Totals through June of each year</b>								
2019	11	-	-	-	-	1	118	387
2018	14	3	-	-	-	-	78	440
2017	11	3	2	-	-	-	93	416
2016	14	1	-	-	-	-	129	330
2015	12	4	1	-	-	-	92	277
2014	8	-	-	2	2	-	136	293
2013	3	-	-	-	-	-	105	213
2012	9	-	-	-	-	-	206	275
2011	7	-	-	-	-	-	39	185
2010	18	-	-	-	-	-	56	298
2009	3	3	-	1	1	4	8	174
2008	11	3	-	-	-	4	16	127

**VILLAGE OF WESTON, WISCONSIN**  
**VALERIE PARKER, PLANNING TECHNICIAN**  
**REFUSE & RECYCLING PROGRAM UPDATE**

**Refuse and Recycling Program Intern – Chelsea Huckbody**

Chelsea Huckbody, who has worked part-time as our Refuse and Recycling Program Intern on and off for the past 4 years, has been given the opportunity to move (permanently) to Fairbanks, Alaska. Chelsea recently graduated from UW-Stevens Point with a Geography Degree and GIS Certificate. She plans to continue her Waste Management studies for a Postgraduate Degree.

We wish her all the best in her new adventures in Alaska!

**5+ Multi-Family Refuse & Recycling Compliance Project**

A project that Chelsea was working on this summer was the 5+ Multi-Family Refuse & Recycling Compliance Project, where she inspected all the remaining 5+ multi-family properties that were still working towards bringing their site into compliance with the addition of the required recycling containers and/or enclosures. Follow-up letters have been drafted for these properties, and now that I am back working in the office, I will get those sent out.

**Spring Electronics Recycling Event - Cancelled**

The May 6<sup>th</sup> Spring Electronics Recycling Event was cancelled due to the COVID-19 Pandemic. The goal is to be able to still hold the fall event, set for September 23<sup>rd</sup>.

**Spring Bulk-Item Drop-Off Event**

The Spring Bulk-Item Drop-Off Event was held May 14<sup>th</sup>, 15<sup>th</sup>, and 16<sup>th</sup>. This year we had good weather for the event, which was ran by Advanced Disposal staff, and located at Advanced Disposal's site on Fuller Street.

The only change to this event, to protect Advanced Disposal staff from COVID-19, was that residents had to unload their own trailers/vehicles, and Advanced Disposal staff directed residents where to go with their unwanted items.

This event was open to Village and Town residents, residing/owning single-family homes up to 4-unit apartments on one tax parcel. There was total of 387 Village households and 23 Town households who utilized this event, of these, there were 540 trips made from Village households and 32 trips made from Town households.

There was a total of 71.67 Tons of bulky waste dropped off at this event, which amounted to \$3,321.19.

We have a fall event scheduled for October 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup>.

**Summer Home Composting Event at Weston Farmer's Market**

We (myself and representatives of Marathon County Solid Waste Department and Recycling Connections) had planned to hold a Home Composting Event at the Weston Farmer's Market on June 13<sup>th</sup>. However, due to the COVID-19 Pandemic, it was decided to postpone this event.

The past few years, this event has been set up as an educational interactive display under a canopy, where curious passersby can come in and learn more about home composting and alternatives to landfilling food waste.

Our goal is to set a new date for this fall, when things (hopefully) get better. I will keep you all posted.

### Proposed Pilot Kitchen Food Scrap Drop-Off Program Update

Since the April 20<sup>th</sup> Board of Trustees meeting, where action on this proposed pilot project was postponed, this project is currently on hold.

### ERbin has a new name and look – Betterbin!

Michelle Goetsch announced on April 17<sup>th</sup> that the ERbin pilot project is bigger and better and has been rebranded. It will soon be relaunched as Betterbin. Again, with this app, residents can scan in the barcode of any product, and will receive instructions on how to dispose or recycling the packaging.

Heather Reich assisted Michelle Goetsch with designing a sign that will be placed out during the Farmer’s Market for Weston residents to check out and set on their phones.

**Betterbin**  
A RECYCLING APP FOR WESTON RESIDENTS

Do you ever wish you could just scan an item to see how to dispose of it? Well now you can!

Betterbin is a new app to help Village of Weston residents know what they can and cannot recycle.

Just scan the item you wish to dispose of or type in the name and then follow the instructions!

DO YOUR PART IN SAVING THE PLANET.

SNAP A PHOTO OF THE QR CODE TO GO DIRECTLY TO THE BETTERBIN APP

[openbetterbin.page.link/Weston](https://openbetterbin.page.link/Weston)

Weston Solid Waste Advanced Disposal

# Everest Metro Police Department Stats

## June 2020

### Case Number Stats

		City	Other	Town	Village	Total
51.15/51.45 - HCC COMM	0	1	0	0	3	4
ALL OTHER OFFENSES	0	0	1	0	15	16
ASSAULT - AGGRAVATED	0	0	0	0	1	1
ASSAULT - SIMPLE	0	1	0	0	1	2
ASSAULT - THREAT / INTI	0	1	0	0	1	2
BURGLARY/BREAKING &	0	0	0	0	3	3
CDTP - DESTRUCTION/D/	0	0	0	0	4	4
COUNTERFEITING / FOR	0	1	0	0	0	1
CRASH TPD	0	0	0	1	3	4
CRASH TPI	0	0	0	0	1	1
DEATH INVESTIGATION -	0	0	0	0	1	1
DISORDERLY CONDUCT	0	2	0	0	10	12
DRUG /NARCOTIC VIOLA	0	0	0	0	5	5
DRUG /NARCOTIC VIOLA	0	2	0	0	6	8
EM VEHICLE LOCKOUT	0	0	0	0	1	1
FRAUD - FALSE PRETEN	0	0	0	0	9	9
FRAUD - IDENTITY THEFT	1	0	0	0	1	2
KIDNAPPING	0	0	0	0	1	1
LIQUOR LAW VIOLATION	0	0	0	0	1	1
MISCELLANEOUS INVEST	0	2	0	0	3	5
MOTOR VEHICLE THEFT	0	0	0	0	1	1
NON REPORTABLE	0	2	0	0	1	3
OPERATING WHILE REVC	0	0	0	0	1	1
OWI / DUI - DRIVING /OPE	0	3	0	0	4	7
PORNOGRAPHY/OBSCEN	0	0	0	0	1	1
PROBATION VIOLATION -	0	0	0	0	1	1
RESISTING/OBSTRUCTIN	0	2	0	0	1	3
ROBBERY	0	0	0	0	1	1
RUNAWAY	0	1	0	0	0	1
SEXUAL ASSAULT - FORC	0	1	0	0	1	2
SEXUAL ASSAULT - FORC	0	1	0	0	0	1

### CAD Stats

	Total
	9
City	343
Other	32
Town	25
Village	866
Total	1,275

### Accidents

	TPD	TPI	Total
City	8	2	10
Town	1	0	1
Village	25	1	26
Total	34	3	37

### Citations

	ELCI	NTC	Total
	1	1	2
City	55	1	56
Town	5	0	5
Village	83	14	97
Total	144	16	160

### Warnings

	Total
City	17
Town	4
Village	47
Total	68

		City	Other	Town	Village	Total
SEXUAL ASSAULT WITH (	0	0	0	0	1	1
THEFT - ALL OTHER THE	0	0	0	0	4	4
THEFT - AUTO PARTS & /	0	0	0	0	1	1
THEFT - FROM BUILDING	0	0	0	0	2	2
THEFT - FROM MOTOR V	0	1	0	0	0	1
THEFT - SHOPLIFTING	0	1	0	0	8	9
TRESPASS OF REAL PRO	0	0	0	0	3	3
WARRANT ARREST - 739	0	1	0	0	0	1
WEAPONS LAW VIOLATIO	0	0	0	0	1	1
<b>Total</b>	<b>1</b>	<b>23</b>	<b>1</b>	<b>1</b>	<b>102</b>	<b>128</b>

**VILLAGE OF WESTON**  
**JUNE 2020**

<b>Date of Call</b>	<b>Location</b>	<b>Synopsis/Recommendation</b>
06/02/2020	7000 block of Callon Avenue	A 60 year old female reports the theft of jewelry from her mother's residence on Callon Avenue in the Village of Weston, sometime between 09/01/2019 and 12/31/2019. This case will be considered closed.
06/02/2020	2600 block of Jelinek Avenue	On 06/02/2020, a 26 year old female reported her 24 year old live in boyfriend had received a Facebook message from a 30 year old female regarding the 26 year old female. The 26 year old female and 24 year old male reside on Jelinek Avenue in the Village of Weston. The 30 year old female violated a harassment injunction. This case is closed.
06/03/2020	4000 Block of Leduc Street	A 65 year old female reports an unknown person sometime in the past two or three weeks took out all of the screws to a storm window on her lower level of her residence. The interior window was locked and undamaged. The reporting party does not believe access was gained into her residence and nothing is missing or damaged. This case is closed with no follow up needed.
06/04/2020	6000 block of Birch Street	On 06/04/2020, a 42 year old male was arrested following a domestic violence incident that occurred on Birch Street, in the Village of Weston. The male was arrested for SUBSTANTIAL BATTERY AND DOMESTIC VIOLENCE. This case is cleared by arrest with no follow up required.
06/04/2020	East Everest Avenue and Camp Phillips Road	On 06/03/2020, a 24 year old female was arrested for operating motor vehicle while under the influence after contacted was made with her due to an attempt to locate where a named complainant reported the female had been driving the vehicle and that she also had been drinking all day. This case is cleared by arrest with no follow up needed.
06/05/2020	Muskie Drive	While investigating a missing person complaint it was discovered that the 18 year old male individual had taken a utility truck from the Marathon County Landfill in Ringle and drove it to his residence. At

		this point in time the vehicle has been recovered and returned to Marathon County Landfill, which are not requesting charges at this point in time. This case is considered closed unless the Marathon County Landfill staff decide to pursue charges.
06/05/2020	2000 Block of Shepherd Avenue	An 84 year old female reported her brown, leather bi-folding wallet to be missing. This case is closed due to lack of evidentiary leads.
06/07/2020	Trig's 6205 Business Hwy 51	A 38 year old female was referred to the Marathon County District Attorney's Office on charges of DISORDERLY CONDUCT AND USE OF OLEORESIN DEVICE after she reportedly pepper sprayed a 24 year old female while at Trig's located at 6205 Business Highway 51 in the Village of Weston. This case is cleared by arrest with no follow up needed.
06/05/2020	Wish Steakhouse 5006 East Jelinek Avenue	A 39 year old female was cited for <b>Hit &amp; Run Unattended Vehicle and Failure to Notify Police of Accident</b> following a traffic crash at Wish Steakhouse, 5006 East Jelinek Avenue in the Village of Weston. This case is cleared by arrest.
06/07/2020	Wiggly Field 2005 Schofield Avenue	On 06/07/2020, contact was made with A 24 year old male. That male was released and will be referred to the Marathon County District Attorney's Office for DISORDERLY CONDUCT AND MISDEMEANOR BAIL JUMPING. This case is cleared by arrest referral.
06/06/2020	Howland Avenue	A 57 year old male reported his 68 year old brother was the victim of numerous online financial scams over the last few years. The 57 year old male was requesting assistance on how to prevent the 68 year old male from continuing with these scams. This case is closed at this point in time.
06/11/2020	Schofield Avenue and Camp Phillips Road	A 29 year old male was arrested for OPERATING MOTOR VEHICLE WHILE INTOXICATED 3 <sup>RD</sup> OFFENSE following a traffic stop for speed on Camp Phillips Road near Schofield Avenue in the Village of Weston. This case is cleared by arrest with no follow up needed.
06/10/2020	Family Dollar 3910 Schofield Avenue	On 06/10/2020 at approximately 7:40 p.m., a 36 year old male and a 22 year old female were inside of Family Dollar in the Village of Weston. Both parties created a disturbance while inside the store and fled

		prior to my arrival. Contact was later made with the parties. The 36 year old male will be referred for DISORDERLY CONDUCT AND MISDEMEANOR BAIL JUMPING. The 22 year old female will be referred for CRIMINAL DAMAGE TO PROPERTY AND DISORDERLY CONDUCT. This case is cleared by arrest with no follow up needed.
06/11/2020	Foothill Avenue	On 06/11/2020 at approximately 4:32 p.m., a 41 year old male reported missing U.S. Currency from his residence on Foothill Avenue in the Village of Weston. Through the course of the investigation there were no evidentiary leads found to follow up with. This case is closed.
06/12/2020	Camp Phillips Rd @ Hwy 29 EB Off Ramp	A 32 year old female was referred on a <b>Hit and Run "Occupied" 346.67(1)</b> following an accident at the intersection of Camp Phillips Road and Hwy 29 off ramp. The female party was also given Municipal citations for <b>Failure to Notify Law Enforcement of an Accident 346.70(1), Red Traffic Light Violation 346.37(1)(c)1</b> and <b>Inattentive Driving 346.89(1)</b> . This case is cleared by arrest.
06/12/2020	Alderson Street	On 06/12/2020, a 38 year old female and a 41 year old male were involved in a physical altercation with each other at their home located on Alderson Street, in the Village of Weston. Both parties were also found to be in possession of THC and drug paraphernalia. The male was arrested and turned over to Marathon County Jail Staff. The female will be referred for charges. This case is cleared by arrest.
06/14/2020	AmericInn Hotel 4115 Barbican Avenue	On 06/15/2020 a 38 year old male was arrested for a Felony Department of Corrections Warrant after contact at the AmericInn Hotel, 4115 Barbican Avenue in the Village of Weston. This case was cleared by arrest.
06/13/2020	Normandy Street	On 06/13/2020 a 28 year old female reported that someone put some sort of fluid on her door knob. This case is considered closed pending additional information.
06/12/2020	Tender Reflections 3404 Community Center Drive	On 06/12/2020 at approximately 7:44 p.m. a 91 year old male was found to be attempting contact with and 83 year old female at her residence in violation of a Protection Order. This case is considered cleared by arrest and is being referred to the Marathon County

		District Attorney's Office for a Protection Order Violation.
06/16/2020	Alderson Street and Joseph Avenue	A 40 year old male was referred for POSSESSION OF DRUG PARAPHERNALIA following a traffic stop at the intersection of Pointe Road and Alderson Street on 06/16/2020 at approximately 2:30 a.m. This case is cleared by arrest with no follow up needed.
06/16/2020	Mount View Avenue and Schofield Avenue	A 28 year old male was referred to the Marathon County District Attorney's Office for charges of BAIL JUMPING, OPERATING AFTER REVOCATION (OWI RELATED), and Class D Restriction Violation 2 <sup>nd</sup> , following a traffic stop on Mount View Avenue in the Village of Weston. This case is cleared by arrest.
06/15/2020	Willow Street	A 87 year old male who resides on Willow Street in the Village of Weston, was pronounced deceased by the Marathon County Medical Examiner's Office after he stopped breathing at his residence on 06/15/2020. This case will be considered closed.
06/18/2020	3100 block of Ross Avenue	On 06/17/2020, a 32 year old female reported the theft of her prescription medications. The female believed the medications to have been taken between 06/05/2020 and 06/08/2020. This case is closed due to the lack of investigative leads.
06/18/2020	Target 2707 Schofield Avenue	On 06/09/2020 at about 4:27 p.m., I was dispatched to Target located at 2707 Schofield Avenue in the Village of Weston, in reference to a shoplifting case. Investigation revealed an unknown white male stole three items with a total approximate value of \$799.93. The items that were stolen by the unknown male were located and returned to Target. I am unable to make a positive identification of the male that stole the items. There is no further investigation needed in this case. This case will be considered closed.
06/19/2020	6000 Block of Burns Street	On 06/19/2020 at 2:11 p.m. officers were dispatched for a report of a possible scam. A 20 year old female reports she was advised to use the funds from a worthless check, which was issued to her, to purchase numerous gift cards in the total amount of \$1900.00 of which she then sent the photos of the card numbers to this individual. This case is considered closed.
06/17/2020	Cousineau Auto Parts 6702 Ryan Street	A 22 year old female is being referred to the Marathon County District Attorney's Office for theft

		after taking a starter from an unknown vehicle from Cousineau Auto, 6702 Ryan Street in the Village of Weston. This case is cleared by arrest with no follow up needed.
06/26/2020	Central Wisconsin Insurance Association 5503 Schofield Ave	Sometime prior to 06/15/2020 an unknown person used a 67 year old female's personal identifying information in order to complete an Unemployment Application. Funds were not distributed and no one is suffering a loss. This investigation is closed.
06/30/2020	4000 Block of Deer Street	On 06/30/2020 a 50 year old male party reported an unknown individual had attempted to file for unemployment through his place of employment. This case is considered closed.
06/25/2020	Schofield Avenue	On 06/25/2020 a 40 year old female reported a male party had stolen and then returned a \$10.00 bill from her while at The Jim Bar, 3012 Schofield Avenue in the Village of Weston. This case is for informational purposes only and should be forwarded to Marathon County Probation and Parole.

**END REPORT**

**VILLAGE OF WESTON, WISCONSIN**  
**SHERRY WEINKAUF, CLERK/EMPLOYEE RESOURCE MANAGER**  
**MONTHLY DEPARTMENT REPORT TO THE BOARD OF TRUSTEES**  
**#2020-7 FOR July 2020**

**1. ITEMS OF SPECIAL NOTE**

**August 11 Election – To date, staff has sent out 2,173 absentee ballots. 691 have been returned. We are in the process of hiring our election workers. We plan to use our Badger Books for the election. We will have a refresher training course for our election workers. Public Test of voting machines will be Monday, August 3<sup>rd</sup>. In-person absentee voting begins Monday, July 27<sup>th</sup> and ends Friday, August 7<sup>th</sup>. Hours will be from 10:00 a.m. to 2:00 p.m. Both the August and November Elections will be held at Dale’s Weston Lanes again.**

**On the ballot:**

**Representative in Congress  
Representative to the Assembly District 86  
District Attorney  
County Clerk  
County Treasurer  
Register of Deeds**

**Farmer’s Market Update - We are averaging just under 40 vendors. The rain on Tuesday did not keep vendors or customers from being at the Market.**

**Like Keith said in his report we are working with Complete Office Systems to rearrange the front office desks. We plan to separate the quad unit and make it into 2 desks. One desk will be placed on the east side of the room and the other will be placed on the west side. Sarah and Heather will use those desks. Theresa will move into the second office by the entrance doors.**

**2. WORK PLAN PROJECTS**

- **Continue to train Renee on Payroll/HR duties.**

**3. IDENTIFIED NEEDS**

**4. MISCELLANEOUS COMMENTS / ISSUES**

- **Both Heather and Leah attended the Clerk’s Institute this week. The Clerks Institute is one week of classroom sessions consisting of 33-34 hours. This is a**

**3-year program. After 3 years Clerks graduate from the program. This is Heather and Leah's second year. One more year to go.**

- **Group Health Cooperative is working on our health insurance renewal and we should receive numbers soon.**

**VILLAGE OF WESTON, WISCONSIN**  
**MICHAEL WODALSKI, DIRECTOR OF PUBLIC WORKS**  
**MONTHLY DEPARTMENT REPORT TO THE BOARD OF TRUSTEES**  
**#2020-06 FOR JUNE 2020**

**1. ITEMS OF SPECIAL NOTE**

- Nothing this month.

**2. WORK PLAN PROJECTS**

- CIP Projects
  - Weston School Neighborhood: The contractor has been tied up with other projects in the area. Their revised plan is to start the week of July 27 and have two crews working for the duration of summer to complete the project by the October 3, 2020 completion date.
  - Zinser St Utility Extension: Should be receiving the final pay application in the next week or two. The Final Special Assessment Rates will be determined once all costs for the project are finalized.
  - Ryan St River Crossing: Staff has held an initial project scope meeting with Clark Dietz for the utility design work. The school district has authorized us to begin survey and associated work on the north side of the river on their property. This next month should include wetland delineation, survey and possibly soil borings. We'll be working on an updated Special Assessment policy for utility extensions as part of this project too.
  - Crestwood Acres Addition Reconstruction: A recommendation to award the design contract for this project is in the board packet.
  - Public Safety Building Renovations: Bids were received on July 9 for the Public Safety Building Remodel. A write-up regarding the bid results is in the board packet.
  - Tanya/Tricia Lift Station: A recommendation to award the design contract for the new lift station is in the board packet.
  - Equipment Purchasing:
    - Skid Steer: The new skid-steer is scheduled to be delivered this coming Monday, July 20.

- Water Master Plan Study: Working with AECOM to get the pumping numbers for wells clarified.
- Storm Water Model and Plan Update: Strand performed infiltration tests this past week throughout the Village and also went through our facilities to create/update our facility Storm Water Pollution Prevention Plans.
- 2020 Street Maintenance:
  - Ross Avenue Paving (Birch to X) is currently in progress. American Asphalt is planning to have the road shaped by the end of the day Friday with then the first layer of asphalt installed Saturday. This work is weather dependent.
  - Cracksealing has been completed for 2020
  - GSB-88 Sealing has been completed for 2020
  - Asphalt overlays on Riverbend Rd have been completed. Binder layer on Volkman St and Fox St is done. The Alta Verde, Sternberg Ave and Pleasant View Overlays still need to be completed.
  - Chipsealing is tentatively scheduled for the week of August 10
  - Schofield Ave Concrete Repairs are tentatively scheduled to begin the week of July 27

### **3. IDENTIFIED NEEDS**

- We are working on finding better ways to utilize mobile devices to track and report work being completed.

### **4. MISCELLANOUS COMMENTS / ISSUES**

- Staff lowered the manholes and valves on Ross Ave prior to milling the existing asphalt.
- Curb repairs in the Sandy Meadows neighborhood and in the roundabout were completed.
- Street Sweeping and rural mowing continue.
- Watermain flushing has been completed for the year.
- Sanitary Sewer cleaning has begun.
- Digger's Hotline tickets have increased with TDS now installing service lines.



**VILLAGE OF WESTON, WISCONSIN  
AGENDA ITEM COVER SHEET / REQUEST FOR CONSIDERATION**

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**DESCRIPTION:** Report re: June 2020 Building Permits

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**FROM:** Jennifer Higgins, Director of Planning & Development  
Scott Tatro, Building Inspector  
Roman Maguire, Property Inspector

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**FOR REVIEW BY:** Plan Commission, 7/13/2020  
Board of Trustees, 7/20/2020

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**POLICY QUESTION:** Should the PC & BOT acknowledge the June 2020 building permits issued as submitted by the Department?

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**ISSUE-IN-BRIEF:** Monthly report from the Planning & Development Department – Building Inspections Division.

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**FISCAL IMPACT:** **2020 Building Permits to date (6/30/2020)**  
**581 total permits issued (570 Village, 6 Town, 4 Rothschild)**  
**\$113,875 in permit fees received with a valuation of \$19,364,334**  
**In the Village of Weston-**  
**570 permits**  
**\$105,400 in permit fees received**  
**\$18,215,588 in permit valuation**

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**In June – 146 permits in the Village were issued. \$41,552 in permit fees were collected with a valuation of \$6,411,524**

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**GUIDANCE:** Director and Inspectors recommend the BOT acknowledge the report and place on file.

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**PRIOR REVIEW:** No previous public review.

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**REQUEST:** Acknowledge and place on file.

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**Is there an additional briefer with this agenda item?**

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**Are there additional documents which have been attached to this report?**

**June 2020 Building Permits Issued Report**

**June 2020 Permit Total Report Code**

# Permits Issued

Date From 06/01/2020 and Date To 06/30/2020

Permit #	Templates	Permit Address	Parcel ID	Owner Name	Contractor	Finished Sq Ft	Issue Date	Valuation
202000871	Special Assessment		1922808204097 1		CHICAGO TITLE INSURANCE COMPANY		06/08/2020	\$40.00
							Permits Issued	1
							Permits Fees	\$40
							Permits Valuation	
<b>176</b>								
202000927	Well	1611 EDWARD AV, ROTHSCHILD	1762808303109 1	THOMAS G SPEES			06/15/2020	\$135.00
202001028	Well	2203 EDGEWOOD AV, ROTHSCHILD	1762808301106 2	DALE D SEYMOUR GINNY L SEYMOUR			06/30/2020	\$135.00
							176 Permits Issued	2
							176 Permits Fees	\$270
							176 Permits Valuation	
<b>Town of Weston</b>								
202000985	Resurface	228803 SKYLINE LN, WESTON	0822808061098 7	THOMAS J WOOD JANE E RAYMOND-WOOD			06/26/2020	\$35.00

# Permits Issued

*Date From 06/01/2020 and Date To 06/30/2020*

Permit #	Templates	Permit Address	Parcel ID	Owner Name	Contractor	Finished Sq Ft	Issue Date	Valuation
							Town of Weston Permits Is	1
							Town of Weston Permits F	\$35
							Town of Weston Permits V	
<b>Village of Weston</b>								
202000764	Accessory	6300 BIRCH ST, WESTON	1922808201099 6	MHWI COLONIAL GARDENS OF WESTON LLC	storage shed		06/01/2020	\$35 \$30.00
202000951	Accessory	3404 TAPPE DR, WESTON	1922808102010 6	CHAN LAVONGSA PHETSADAVONG SOUNPHONP			06/19/2020	\$1,000 \$30.00
202000959	Accessory	6300 BIRCH ST, WESTON	1922808201099 6	MHWI COLONIAL GARDENS OF WESTON LLC			06/19/2020	\$1,000 \$60.00
202000908	Accessory	2909 JELINEK AV, WESTON	1922808202099 5	PAO CHOUA VANG POR LEE			06/10/2020	\$1,600 \$30.00
202000858	Accessory	6300 BIRCH ST, WESTON	1922808201099 6	MHWI COLONIAL GARDENS OF WESTON LLC			06/05/2020	\$2,045 \$30.00
202000949	Accessory	5503 SUNSET ST, WESTON	1922808163015 8	GREGORY W AUNE			06/18/2020	\$2,200 \$30.00
202000782	Accessory	6300 BIRCH ST, WESTON	1922808201099 6	MHWI COLONIAL GARDENS OF WESTON LLC	for shed.		06/01/2020	\$2,300 \$30.00
202000789	Accessory	6211 VON KANEL ST, WESTON	1922808211094 9	GREEN TREE CONSTRUCTION			06/01/2020	\$2,500 \$90.00
202000857	Accessory	5112 PINE ST, WESTON	1922808181098 3	DUWAYNE D ROSSENBACH THERESA M ROSSENBACH			06/04/2020	\$2,700 \$30.00
202000815	Accessory	5904 PINE PARK ST, WESTON	1922808184002 1	ROGER D NEITZKE STEPHANIE J NEITZKE			06/02/2020	\$3,400 \$60.00

# Permits Issued

*Date From 06/01/2020 and Date To 06/30/2020*

Permit #	Templates	Permit Address	Parcel ID	Owner Name	Contractor	Finished Sq Ft	Issue Date	Valuation
202000904	Accessory	9940 SIBERIAN DR, WESTON	1922808322004 6	NICK WITTER ASHLEY WITTER			06/10/2020	\$3,800 \$30.00
202000805	Accessory	6310 LABRADOR RD, WESTON	1922808202001 4	ANNETTE NINNEMANN BRIAN MINDEMAN			06/02/2020	\$6,000 \$90.00
202000804	Accessory	6206 JALEN CIR, WESTON	1922808222003 1	CHRISTOPHER C OLSON			06/02/2020	\$12,000 \$150.00
202000979	Accessory	7106 EXECUTIVE CT, WESTON	1922808151008 1	JPMJM INCOME TRUST	Trim Crafters, LLC		06/24/2020	\$15,000 \$150.00
202000862	Accessory	5006 CHADWICK ST, WESTON	1922808161007 5	MARATHON COUNTY	J & J Lee Const. Co. Inc.		06/05/2020	\$161,548 \$240.00
202000929	Accessory	1810 SCHOFIELD AV, WESTON	1922808181093 0	HABITAT FOR HUMANITY OF WAUSAU INC	Habitat for Humanity of Wausau, Inc.		06/16/2020	\$18,000 \$100.00
202000928	Commercial Building	7315 ZINSER ST, WESTON	1922808234098 9	EAU CLAIRE RIVER LLC	Wanta & Sons		06/15/2020	\$1,209,526 \$7,500.00
202000856	Commercial Building	8951 ENTERPRISE WAY, WESTON	1922808231096 5	HOXIE ENTERPRISES LLC (J & D TUBE BENDERS INC)	BOB'S ELECTRIC OF WAUSAU		06/04/2020	\$0 \$2,820.00
202000962	Commercial Building	3308 SCHOFIELD AV, WESTON	1922808174098 4	JOUAPAO PLAZA LLC	Schofield Oriental Market Inclusa		06/22/2020	\$7,155 \$100.00
202000870	Commercial Building	7802 MEADOW ROCK DR, WESTON	1922808291000 8	MEADOW ROCK LLC			06/08/2020	\$100,000 \$150.00
201801450	Commercial Building	8951 ENTERPRISE WAY, WESTON	1922808231096 5	HOXIE ENTERPRISES LLC (J & D TUBE BENDERS INC)			06/04/2020	\$1,750,000 \$5,200.00
202001009	Commercial Building	7102 COMMERCE DR, WESTON	1762807265093 0	MARATHON COUNTY	URBAN CONSTRUCTI ON COMPANY INC		06/29/2020	\$1,800,000 \$7,500.00
202000996	Deck	4707 FULLER ST, WESTON	1922808161095 9	DAVID J SCHAETZL CAROL A SCHAETZL	Hilltop Handyman LLC		06/27/2020	\$4,000 \$75.00
202000888	Deck	3108 SHOREY AV, WESTON	1922808293000 2	SCOTT D MAYER ANN M MAYER			06/09/2020	\$6,112 \$75.00
202000887	Driveway	6809 LANG LN, WESTON	1922808154000 1	SUSAN XIONG			06/09/2020	\$3,000 \$75.00
202000964	Driveway	7808 CALLON AV, WESTON	1922808143098 4	EDWIN J BECKER CAROL M BECKER			06/22/2020	\$3,500 \$35.00

# Permits Issued

*Date From 06/01/2020 and Date To 06/30/2020*

Permit #	Templates	Permit Address	Parcel ID	Owner Name	Contractor	Finished Sq Ft	Issue Date	Valuation
202000905	Electrical	4111 SCHOFIELD AV, WESTON	1922808163095 2	BENDER INVESTMENTS INC			06/10/2020	\$100.00
202000930	Electrical	5717 FERGE ST, WESTON	1922808183011 6	BILLY HUEBSCH			06/16/2020	\$55.00
202000890	Electrical	3213 BRUCE DR, WESTON	1922808082002 1	LARRY L ROTHMEYER JEAN E ROTHMEYER	FLOYD J MOORE		06/10/2020	\$55.00
202000917	Electrical	9706 LEXINGTON CT, WESTON	1922808321000 5	JOHN D MACPHERSON JILL M MACPHERSON	Pieper Electric, Inc		06/12/2020	\$55.00
202000941	Electrical	4810 STERNBERG AV, WESTON	1922808162003 9	RICHARD F SPATZ PATTI A SPATZ	NEWTON ELECTRIC CORP		06/17/2020	\$55.00
202000803	Electrical	5908 HEATH ST, WESTON	1922808102005 5	LISA THOMAS			06/02/2020	\$30.00
202000765	Excavation	7315 ZINSER ST, WESTON	1922808234098 9	EAU CLAIRE RIVER LLC	Wisconsin Public Service Corporation		06/01/2020	\$75.00
202000922	Excavation	3001 SCHOFIELD AV, WESTON	1922808173095 2	L & L OF MANITOWOC INC	MiTech Services		06/15/2020	\$75.00
202000947	Fence	6610 SCHOFIELD AV, WESTON	1922808154097 6	RYAN J HAROLDSON JOAN E HAROLDSON			06/18/2020	\$500 \$30.00
202000775	Fence	6007 HIGH RIDGE CIR, WESTON	1922808152010 0	JAY C TRUE SARA J TRUE			06/01/2020	\$500 \$30.00
202000868	Fence	2505 JELINEK AV, WESTON	1922808202098 9	DENNIS M JOHNSON KRISTINE M JOHNSON			06/08/2020	\$900 \$30.00
202000913	Fence	6104 TOWER RIDGE PL, WESTON	1922808212017 3	JAIMIE L SCHUSTER			06/11/2020	\$2,000 \$30.00
202000920	Fence	6403 CREEL DR, WESTON	1922808101004 4	JEFFORY S KARLEN JACQUELINE A KARLEN			06/15/2020	\$3,325 \$30.00
202000924	Fence	6306 TOWER RIDGE PL, WESTON	1922808212016 6	XANG S YANG SAO LAO			06/15/2020	\$4,000 \$30.00
202000967	Fence	2906 BARCLAY WAY, WESTON	1922808172005 6	Michelle Millikin			06/23/2020	\$4,250 \$30.00
202000910	Fence	6402 DOMINIKA ST, WESTON	1922808222009 6	JUSTIN WILLIS LINDA WILLIS			06/10/2020	\$5,500 \$30.00
202000952	Fence	3203 CECIL ST, WESTON	1922808082001 3	SAMANTHA FEDROWITZ OLIVER POST			06/19/2020	\$5,500 \$30.00
202000984	Fence	2708 E NEUPERT AV, WESTON	1922808173010 6	CYRIL E KLOOS LAURIE A KLOOS			06/25/2020	\$7,500 \$30.00

# Permits Issued

*Date From 06/01/2020 and Date To 06/30/2020*

Permit #	Templates	Permit Address	Parcel ID	Owner Name	Contractor	Finished Sq Ft	Issue Date	Valuation
202000943	Fence	5605 ROCK RAPIDS DR, WESTON	1922808094025 2	THOMAS LEE			06/17/2020	\$7,897 \$30.00
202000766	Fence	7005 BREHM ST, WESTON	1922808243001 4	TROY H KERSTNER LISA J KERSTNER			06/01/2020	\$14,000 \$30.00
202000787	General	3605 CROSS POINTE BLVD, WESTON	1922808291003 8	BIRCHWOOD HIGHLANDS III	United construction		06/01/2020	\$500 \$100.00
202000860	General	4907 MESKER ST, WESTON	1922808161006 8	TOM GRAWAY			06/05/2020	\$500 \$35.00
202000961	General	5917 LAWNDALE ST, WESTON	1922808184017 8	WALTER C DAVIDSON JUDITH E DAVIDSON			06/22/2020	\$1,000 \$35.00
202000942	General	6205 BUSINESS HIGHWAY 51, WESTON	1922808192098 1	BERNARD G ENKRO GERALDINE M ENKRO	Urban Construction		06/17/2020	\$26,800 \$100.00
202000911	Home Improvement	6806 LANG LN, WESTON	1922808154099 0	INCREDIBLE BANK	Sillars Hardscape & Remodeling		06/10/2020	\$500 \$125.00
202000842	Home Improvement	9303 CHRISTIE LN, WESTON	1922808243004 8	JARED C TOMANY SIDNEY R TOMANY	complete service painting and remod		06/04/2020	\$8,000 \$155.00
202000855	Home Improvement	5809 EDWARD ST, WESTON	1922808174093 0	CHA P XIONG MAI VANG	House siding		06/04/2020	\$8,000 \$75.00
202001029	Home Improvement	6003 S GORDON ST, WESTON	1922808174005 0	RT RIEHLE LLC			06/30/2020	\$10,000 \$125.00
202000840	Lateral	5105 QUIRT SANN DR, WESTON	1922808172009 1	DENYON HOMES INC	ADVANTAGE PLUMBING PLUS LLC		06/04/2020	\$545.00
202000839	Lateral	5202 QUIRT SANN DR, WESTON	1922808172007 3	DENYON HOMES INC	ADVANTAGE PLUMBING PLUS LLC		06/04/2020	\$545.00
202000837	Lateral	4906 QUIRT SANN DR, WESTON	1922808172004 9	DENYON HOMES INC	ADVANTAGE PLUMBING PLUS LLC		06/03/2020	\$545.00
202000983	Minor Home Improvement	5207 COROZALLA DR, WESTON	1922808161012 0	RULE II APTS LLC	Property Manager		06/25/2020	\$2,000 \$50.00
202000938	Minor Home Improvement	5707 FULLER ST, WESTON	1922808153097 3	PLEASANT VALLEY PROPERTIES OF WI LLC			06/17/2020	\$3,000 \$50.00
202000939	Minor Home Improvement	5707 FULLER ST, WESTON	1922808153097 3	PLEASANT VALLEY PROPERTIES OF WI LLC			06/17/2020	\$3,000 \$50.00

# Permits Issued

*Date From 06/01/2020 and Date To 06/30/2020*

Permit #	Templates	Permit Address	Parcel ID	Owner Name	Contractor	Finished Sq Ft	Issue Date	Valuation
202000912	Minor Home Improvement	6102 RANDY JAY ST, WESTON	1922808212001 8	STEVEN R MEDINA	Mad City Windows & Baths		06/11/2020	\$3,231 \$50.00
202000937	Minor Home Improvement	3216 VERN LN, WESTON	1922808083001 5	RICHARD C ALSTAD ANDREA ALSTAD			06/17/2020	\$5,000 \$50.00
202000825	Minor Home Improvement	4010 E EVEREST AV, WESTON	1922808201000 8	ALBERTO H ARAYA HOLLY L ARAYA	Denyon Homes, LLC.		06/03/2020	\$8,000 \$50.00
202000909	Minor Home Improvement	6502 ALTA VERDE ST, WESTON	1922808191009 8	RONALD PITEK LAVONNE PITEK			06/10/2020	\$9,500 \$50.00
202000859	Minor Home Improvement	3203 CECIL ST, WESTON	1922808082001 3	SAMANTHA FEDROWITZ OLIVER POST	MSR&I Construction		06/05/2020	\$14,500 \$50.00
202000843	Minor Home Improvement	2811 NORTHWESTERN AV, WESTON	1922808082099 7	SOPHIA SPARHAWK	C&C Services, LLC		06/04/2020	\$15,000 \$50.00
202000958	Minor Home Improvement	5903 THOMAS AV, WESTON	1922808152001 1	KA YENG YANG	Dun-Rite Exteriors		06/19/2020	\$18,205 \$50.00
202000790	Minor Home Improvement	6002 ROGAN LN, WESTON	1922808152004 8	JONATHAN E OLSON CLAUDIA OLSON	Oakwood Exteriors LLC		06/02/2020	\$21,000 \$50.00
202000921	Occupancy	5721 BUSINESS HIGHWAY 51, WESTON	1922808183102 7	WSI PROPERTIES LLC	Onyx-Salon		06/15/2020	\$50.00
202000906	Occupancy	4111 SCHOFIELD AV, WESTON	1922808163095 2	BENDER INVESTMENTS INC			06/10/2020	\$50.00
202000926	Occupancy	4203 SCHOFIELD AV, WESTON	1922808163095 2	BENDER INVESTMENTS INC	Legato		06/15/2020	\$50.00
202000916	Park Sign	5721 BUSINESS HIGHWAY 51, WESTON	1922808183102 7	WSI PROPERTIES LLC	Onyx-Salon		06/11/2020	\$50.00
202001002	Parking Lot	8008 TECHNOLOGY DR, WESTON	1922808232095 4	SAMALAMA LLC	Marathon Technical Services, LLC.		06/29/2020	\$30,000 \$200.00
202000946	Parking Lot	4009 COMMUNITY CENTER DR, WESTON	1922808201098 1	EYETEETH LLC ATTN: BOOKKEEPING	Lewis Construction		06/17/2020	\$100,000 \$0.00
202001014	Plumbing	7315 ZINSER ST, WESTON	1922808234098 9	EAU CLAIRE RIVER LLC	PGA INC		06/29/2020	\$100.00
202000907	Plumbing	4111 SCHOFIELD AV, WESTON	1922808163095 2	BENDER INVESTMENTS INC			06/10/2020	\$100.00
202000867	Plumbing	4912 ELM ST, WESTON	1922808172003 1	GILBERT E HOLCOMB	Steves Plumbing		06/08/2020	\$30.00

# Permits Issued

*Date From 06/01/2020 and Date To 06/30/2020*

Permit #	Templates	Permit Address	Parcel ID	Owner Name	Contractor	Finished Sq Ft	Issue Date	Valuation
202000982	Plumbing	5202 ARROW ST, WESTON	1922808162003 1	MICHAEL R SULZER	Mad City Windows & Baths		06/25/2020	\$30.00
202000981	Pool	5802 NORMANDY ST, WESTON	1922808183102 1	JOEY TESCH JILL TESCH			06/25/2020	\$2,000 \$50.00
202000865	Pool	9690 SANDHILL DR, WESTON	1922808322008 3	RICK S MEYER MELISSA L MEYER			06/08/2020	\$2,500 \$50.00
202000948	Pool	6610 SCHOFIELD AV, WESTON	1922808154097 6	RYAN J HAROLDSON JOAN E HAROLDSON			06/18/2020	\$9,000 \$50.00
202000822	Pool	3811 SCHOONOVER RD, WESTON	1922808103096 3	KELLY KREMSREITER AMY KREMSREITER			06/02/2020	\$26,000 \$100.00
202001027	Resurface	6504 ZINSER ST, WESTON	1922808232097 0	ANDREW E SUTTON			06/30/2020	\$35.00
202000953	Resurface	3210 EAU CLAIRE AV, WESTON	1922808083005 9	FRED W SCHUSTER ELAINE M SCHUSTER			06/19/2020	\$35.00
202000875	Resurface	5712 HIGH RIDGE CIR, WESTON	1922808152008 0	FREDRICK C SIMONSEN NICOLE M SIMONSEN			06/09/2020	\$35.00
202001004	Sign	4111 SCHOFIELD AV, WESTON	1922808163095 2	BENDER INVESTMENTS INC			06/29/2020	\$350 \$50.00
202000889	Sign	5209 SCHOFIELD AV, WESTON	1922808164014 0	STEPHEN SMITALA	K-9 Elementary LLC		06/10/2020	\$450 \$25.00
202001015	Sign	3414 SCHOFIELD AV, WESTON	1922808174095 7	FINKE LEASING LLC	Super Lettering & Signs Inc		06/29/2020	\$1,800 \$75.00
202000779	Sign	5605 MESKER ST, WESTON	1922808164099 4	RANDY KEUNTJES	Graphic House Inc		06/01/2020	\$5,000 \$97.00
202000806	Sign	4107 BARBICAN AV, WESTON	1922808212017 7	4107 BARBICAN AVENUE LLC	Stratford Sign Company		06/02/2020	\$795 \$0.00
202000861	Special Assessment	1901 NEUPERT AV, WESTON	1922808184099 1	ANTHONY C HERMANEK GLORIA J HERMANEK	Knight Barry Title - QTax		06/05/2020	\$40.00
202000852	Special Assessment	4105 RIVER BEND RD, WESTON	1922808103005 5	TIMOTHY BOWERS	The Closing Company, LLC		06/04/2020	\$40.00
202000853	Special Assessment	6207 BUSINESS HIGHWAY 51, WESTON	1922808192098 7	C/O RYAN LLC	FIRST AMERICAN NPS TAX DEPARTMEN T		06/04/2020	\$40.00

# Permits Issued

*Date From 06/01/2020 and Date To 06/30/2020*

Permit #	Templates	Permit Address	Parcel ID	Owner Name	Contractor	Finished Sq Ft	Issue Date	Valuation
202000918	Special Assessment	4905 CRESTWOOD DR, WESTON	1922808171004 2	SAN PROPERTIES LLC	Knight Barry Title - QTax		06/12/2020	\$40.00
202000872	Special Assessment	3400 MINISTRY PKWY, WESTON	1922808204095 9	ASCENSION WISCONSIN ATTN: FINANCE 5700	CHICAGO TITLE INSURANCE COMPANY		06/08/2020	\$40.00
202000966	Special Assessment	3404 HARRAH DR, WESTON	1922808322015 3	INCREDIBLE BANK	Knight Barry Title - QTax		06/23/2020	\$40.00
202000999	Special Assessment	5602 RICHFLEX ST, WESTON	1922808174094 4	JESSICA L BEYER	Runkel Abstract & Title Co		06/29/2020	\$40.00
202001000	Special Assessment	7607 CALLON AV, WESTON	1922808232098 7	IRENE N DZIAK	Runkel Abstract & Title Co		06/29/2020	\$40.00
202000997	Special Assessment	9403 MEADOW CREEK LN, WESTON	1922808322010 7	JANET M SHIMKUS	Runkel Abstract & Title Co		06/29/2020	\$40.00
202000998	Special Assessment	7012 RIVER TRAIL DR, WESTON	1922808154016 7	WESTON RIDGE LLC	Runkel Abstract & Title Co		06/29/2020	\$40.00
202000849	Special Assessment	7203 FEITH AV, WESTON	1922808221012 9	RENEE M LAUSCHER	The Closing Company, LLC		06/04/2020	\$40.00
202000850	Special Assessment	9609 HERITAGE HILLS DR, WESTON	1922808321003 9	JUSTIN B LEWITZKE SAMMANATHA J LEWITZKE	The Closing Company, LLC		06/04/2020	\$40.00
202000844	Special Assessment	5208 ROSS AV, WESTON	1922808161094 5	LLEWELLYN NEKLEWICZ	The Closing Company, LLC		06/04/2020	\$40.00
202000845	Special Assessment	3104 VERN LN, WESTON	1922808083001 9	BENJAMIN DIERS MOLLY DIERS	The Closing Company, LLC		06/04/2020	\$40.00
202000846	Special Assessment	3104 VERN LN, WESTON	1922808083001 9	BENJAMIN DIERS MOLLY DIERS	The Closing Company, LLC		06/04/2020	\$40.00
202000847	Special Assessment	3104 VERN LN, WESTON	1922808083001 9	BENJAMIN DIERS MOLLY DIERS	The Closing Company, LLC		06/04/2020	\$40.00
202000848	Special Assessment	5908 ISAIAH ST, WESTON	1922808102009 2	MELISSA FREES	The Closing Company, LLC		06/04/2020	\$40.00

# Permits Issued

*Date From 06/01/2020 and Date To 06/30/2020*

Permit #	Templates	Permit Address	Parcel ID	Owner Name	Contractor	Finished Sq Ft	Issue Date	Valuation
202000892	Special Assessment	6106 KAYAK DR, WESTON	1922808102027 2	JESSE E OLESON	County Land and Title Co.		06/10/2020	\$40.00
202000783	Special Assessment	3207 EAU CLAIRE AV, WESTON	1922808172004 5	RODNEY J MEANS GWENDOLYN E MEANS	Runkel Abstract & Title Co		06/01/2020	\$40.00
202000784	Special Assessment	3207 EAU CLAIRE AV, WESTON	1922808172004 5	RODNEY J MEANS GWENDOLYN E MEANS	Runkel Abstract & Title Co		06/01/2020	\$40.00
202000785	Special Assessment	3207 EAU CLAIRE AV, WESTON	1922808172004 5	RODNEY J MEANS GWENDOLYN E MEANS	Runkel Abstract & Title Co		06/01/2020	\$40.00
202000786	Special Assessment	3207 EAU CLAIRE AV, WESTON	1922808172004 5	RODNEY J MEANS GWENDOLYN E MEANS	Runkel Abstract & Title Co		06/01/2020	\$40.00
202000891	Special Assessment	5011 KELLYLAND ST, WESTON	1922808161003 3	JESSICA L STARR	County Land and Title Co.		06/10/2020	\$40.00
202000893	Special Assessment	No Address		No Address	County Land and Title Co.		06/10/2020	\$40.00
202000894	Special Assessment	3213 BRUCE DR, WESTON	1922808082002 1	LARRY L ROTHMEYER JEAN E ROTHMEYER	County Land and Title Co.		06/10/2020	\$40.00
202000895	Special Assessment	5510 WINDING CREEK DR, WESTON	1922808091007 9	CORY B LANG LISA E LANG	County Land and Title Co.		06/10/2020	\$40.00
202000896	Special Assessment	5302 JACOB ST, WESTON	1922808091004 8	ERIC M KOWIESKI	County Land and Title Co.		06/10/2020	\$40.00
202000851	Special Assessment	6003 DECKER ST, WESTON	1922808144002 2	ALAN P DEILER	The Closing Company, LLC		06/04/2020	\$40.00
202000897	Special Assessment	3407 CALEB DR, WESTON	1922808102007 4	JERRY K KRAMER	County Land and Title Co.		06/10/2020	\$40.00
202000898	Special Assessment	3102 EAU CLAIRE AV, WESTON	1922808083005 1	KEITH W WELLER MARGARET J WELLER	County Land and Title Co.		06/10/2020	\$40.00
202000899	Special Assessment	3107 FOXTAIL CT, WESTON	1922808202017 6	DEAN M HOIDA	County Land and Title Co.		06/10/2020	\$40.00
202000901	Special Assessment	7804 SERVICE LN, WESTON	1922808233000 5	EAU CLAIRE RIVER LLC	County Land and Title Co.		06/10/2020	\$40.00
202000902	Special Assessment	6207 KELLY PL, WESTON	1922808222004 6	JEREMY R KOPP REBECCA J KOPP	County Land and Title Co.		06/10/2020	\$40.00
202000900	Special Assessment	2906 BARCLAY WAY, WESTON	1922808172005 6	DENYON HOMES INC	County Land and Title Co.		06/10/2020	\$40.00

# Permits Issued

Date From 06/01/2020 and Date To 06/30/2020

Permit #	Templates	Permit Address	Parcel ID	Owner Name	Contractor	Finished Sq Ft	Issue Date	Valuation
202000903	Special Assessment	4103 PINE RIDGE LN, WESTON	1922808094020 9	MICHAEL L BOEHM BARBARA M BOEHM	County Land and Title Co.		06/10/2020	\$40.00
202000802	Special Assessment	4040 CAMP PHILLIPS RD, WESTON	1922808084096 0	FRED P NOVAK	TITLE COMPANY		06/02/2020	\$40.00
202000823	Sprinkler	2905 WEILAND AV, WESTON	1922808172008 0	DENYON HOMES INC	Sprinkler Pete		06/03/2020	\$3,000 \$50.00
202000824	Sprinkler	3902 SANDY LN, WESTON	1922808094017 1	DENISE M SKARE DONALD A SKARE	Sprinkler Pete		06/03/2020	\$3,400 \$50.00
202000791	Sprinkler	5106 QUIRT SANN DR, WESTON	1922808172007 2	DENYON HOMES INC	CWH Sprinklers & More LLC		06/02/2020	\$3,500 \$50.00
202000965	Sprinkler	5808 FIELDCREST LN, WESTON	1922808143004 6	MATTHEW MELK SARA MELK	Sprinkler Pete		06/23/2020	\$3,700 \$50.00
202000963	Sprinkler	7106 EXECUTIVE CT, WESTON	1922808151008 1	JPMJM INCOME TRUST	Green Lawn		06/22/2020	\$5,500 \$50.00
202000919	Temp Sign	4311 SCHOFIELD AV, WESTON	1922808163094 3	RJS VENTURE INC	52 Properties		06/12/2020	\$25.00
202001001	Well	5108 JANICE AV, WESTON	1922808161000 5	MARK T SOWINSKI MICHELLE A SOWINSKI			06/29/2020	\$135.00
202000986	Well	3706 SANDY LN, WESTON	1922808094017 6	ALAN B WOZNICKI			06/26/2020	\$135.00
202000940	Well	5115 ELM ST, WESTON	1922808172002 4	LAWRENCE BRZEZINSKI WINIFRED BRZEZINSKI			06/17/2020	\$135.00
202000950	Well	4711 CHADWICK ST, WESTON	1922808162001 0	MATTHEW KERSWILL			06/18/2020	\$135.00
202000956	WUBPA	6300 BIRCH ST, WESTON	1922808201099 6	MHWI COLONIAL GARDENS OF WESTON LLC	Colonial Gardens MHP LLC.	1,248	06/19/2020	\$3,500 \$240.00
202000957	WUBPA	6300 BIRCH ST, WESTON	1922808201099 6	MHWI COLONIAL GARDENS OF WESTON LLC	Colonial Gardens MHP LLC.	1,248	06/19/2020	\$35,000 \$240.00
202000955	WUBPA	6300 BIRCH ST, WESTON	1922808201099 6	MHWI COLONIAL GARDENS OF WESTON LLC	Colonial Gardens MHP LLC.	1,216	06/19/2020	\$35,000 \$240.00
202000987	WUBPA	6300 BIRCH ST, WESTON	1922808201099 6	MHWI COLONIAL GARDENS OF WESTON LLC	Colonial Gardens MHP LLC.	1,248	06/26/2020	\$35,000 \$240.00

# Permits Issued

*Date From 06/01/2020 and Date To 06/30/2020*

Permit #	Templates	Permit Address	Parcel ID	Owner Name	Contractor	Finished Sq Ft	Issue Date	Valuation	
202000988	WUBPA	6300 BIRCH ST, WESTON	1922808201099 6	MHWI COLONIAL GARDENS OF WESTON LLC	Colonial Gardens MHP LLC.	1,248	06/26/2020	\$35,000 \$240.00	
202000989	WUBPA	6300 BIRCH ST, WESTON	1922808201099 6	MHWI COLONIAL GARDENS OF WESTON LLC	Colonial Gardens MHP LLC.	1,248	06/26/2020	\$35,000 \$240.00	
202000990	WUBPA	6300 BIRCH ST, WESTON	1922808201099 6	MHWI COLONIAL GARDENS OF WESTON LLC	Colonial Gardens MHP LLC.	1,248	06/26/2020	\$35,000 \$240.00	
202000781	WUBPA	5105 QUIRT SANN DR, WESTON	1922808172009 1	DENYON HOMES INC	Denyon Homes, LLC.	1,686	06/01/2020	\$199,000 \$2,635.00	
202000874	WUBPA	No Address	226167 gavitt	No Address	Perret Homes inc.	1,988	06/15/2020	\$200,000 \$2,470.00	
202000854	WUBPA	8400 RYAN ST, WESTON	1922808272099 4	MITCHELL L MARCOTT POLLY S MARCOTT		1,536	06/04/2020	\$270,000 \$2,745.00	
								Village of Weston Permits	146
								Village of Weston Permits	\$41,552
								Village of Weston Permits	\$6,411,524
								<b>Total Permits Issued</b>	<b>150</b>
								<b>Total Permits Fees</b>	<b>\$41,897</b>
								<b>Total Permits Valuation</b>	<b>\$6,411,524</b>
								<b>Total Finished Sq Ft</b>	<b>13,914</b>

# Permit Total Report Code

Issued From 06/01/20 and Issued To 06/30/20

Type	Report Code	Jurisdiction	No of Permits	Total Valuation	Fees Paid
<i>Accessory</i>					
	101 - Residential Accessory Building	Village of Weston	14	\$55,580	\$840.00
	102 - Home Addition	Village of Weston	1	\$161,548	\$240.00
	203 - Commercial Accessory Building	Village of Weston	1	\$18,000	\$100.00
<i>Commercial Building</i>					
	200 - New Commercial Construction	Village of Weston	1	\$1,209,526	\$7,500.00
	700 - Commercial Electrical	Village of Weston	1	\$0	\$2,820.00
	202 - Commercial Addition/ Build Out/ Remodel	Village of Weston	4	\$3,657,155	\$12,950.00
<i>Deck</i>					
	103 - New Residential Deck	Village of Weston	2	\$10,112	\$150.00
<i>Driveway</i>					
	111 - New Residential Driveway/Driveway Addition	Village of Weston	2	\$6,500	\$110.00
<i>Electrical</i>					
	700 - Commercial Electrical	Village of Weston	1		\$100.00
	702 - Residential Electrical	Village of Weston	5		\$250.00
<i>Excavation</i>					
	300 - Excavation	Village of Weston	2		\$150.00
<i>Fence</i>					
	108 - New Fence or Alteration (Residential)	Village of Weston	12	\$55,872	\$360.00
<i>General</i>					
	303 - Street Privilege	Village of Weston	1	\$500	\$100.00
	104 - Residential Deck Repair	Village of Weston	2	\$1,500	\$70.00
	220 - General Building	Village of Weston	1	\$26,800	\$100.00
<i>Home Improvement</i>					
	105 - 1&2 Family Interior Remodel	Village of Weston	4	\$26,500	\$480.00
<i>Lateral</i>					
	503 - Residential Lateral	Village of Weston	3		\$1,635.00
<i>Minor Home Improvement</i>					

# Permit Total Report Code

Issued From 06/01/20 and Issued To 06/30/20

Type	Report Code	Jurisdiction	No of Permits	Total Valuation	Fees Paid
	901 - Residential Exterior Remodel	Village of Weston	11	\$102,436	\$550.00
<i>Occupancy</i>					
	750 - Non-Residential Zoning	Village of Weston	3		\$150.00
<i>Park Sign</i>					
	400 - Permanent Sign	Village of Weston	1		\$50.00
<i>Parking Lot</i>					
	211 - Commercial Parking Lot/Driveway	Village of Weston	2	\$130,000	\$200.00
<i>Plumbing</i>					
	500 - Commercial Plumbing	Village of Weston	2		\$200.00
	502 - Residential Plumbing	Village of Weston	2		\$60.00
<i>Pool</i>					
	113 - Pool/Hot Tub (Residential)	Village of Weston	4	\$39,500	\$250.00
<i>Resurface</i>					
	112 - Residential Driveway Resurfacing	Village of Weston	4		\$140.00
<i>Sign</i>					
	400 - Permanent Sign	Village of Weston	4	\$7,600	\$247.00
	403 - Face Copy Replacement	Village of Weston	1	\$795	\$0.00
<i>Special Assessment</i>					
	910 - Special Assessment	Village of Weston	37		\$1,480.00
<i>Sprinkler</i>					
	110 - In-Ground Irrigation System	Village of Weston	5	\$19,100	\$250.00
<i>Temp Sign</i>					
	401 - One Time Use Sign	Village of Weston	1		\$25.00
<i>Well</i>					
	310 - Well Certification, Serviced Area	Village of Weston	6		\$810.00
<i>WUBPA</i>					
	100 - New Home Construction	Village of Weston	10	\$882,500	\$9,530.00
<b>Total</b>			<b>150</b>	<b>\$6,411,524</b>	<b>\$41,897.00</b>

# REQUEST FOR CONSIDERATION

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**Public Mtg/Date:** Board of Trustees, July 20, 2020

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**Description:** June 2020 Budget Status Report – All Funds

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**From:** Jessica Trautman, Finance Director

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**Question:** Should the Board of Trustees acknowledge the June 2020 budget status report for all funds?

## Background

The June 2020 budget status report for all funds is attached.

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**Attached Docs:** June 2020 Budget Status Narrative  
June 2020 Budget Status Report – All Funds  
Cash and Investment Summary

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**Committee Action:** None.

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**FISCAL IMPACT:** None.

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**Recommendation:** Finance Director recommends acknowledgement.

## Recommended Language for Official Action

**I move to acknowledge the June 2020 budget status report for all funds.**

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**Additional action:** None.

TO: Village Board and Finance Committee  
FROM: Finance Department  
SUBJECT: June 2020 Budget Status Narrative  
DATE: July 16, 2020



### **Jun 2020 Budget Status Reports:**

A couple things to point out (50.0% of the year complete!):

- **General Fund Revenues to date:** 74.4% collected for 2020, compared to 71.7% collected for 2019.
  - **2020 Revenues = \$5,779,187; 2019 Revenues = \$5,469,586**
  - **Pmt in lieu of taxes-utility:** \$237,300 higher than 2019 due to monthly recording of the PILT.
  - **Transportation aids:** \$26,423 lower than 2019. 2020 should be the last year of a significant decrease because we have reached the level of our minimum aids.
  - **Other state aids:** \$16,234 lower than 2019 due to the redistribution of the personal property tax aid with more being allocated to the TIF districts in 2020.
  - **License revenue:** Tracking slightly lower than 2019; however, liquor licenses had fees reduced by 50% for 2020 and that adjustment is not reflected as of June. Refunds are being sent out soon.
  - **Interest income:** \$43,446 lower than 2019 due to the drop in interest rates, but is at 74% of budget. Several CDs are maturing this year and we will be reinvesting at a lot lower interest rate.
- **General Fund Expenditures to date:** 51.3% is expended for 2020, compared to 45.9% in 2019.
  - **2020 Expenditures = \$3,988,133; 2019 Expenditures = \$3,500,821**
  - **Wages/Salaries:** Reflected through 6/14.
  - **Attorney:** \$731 higher than 2019 – at 43% of budget; includes services through 6/5.
  - **Elections:** \$51,081 higher than 2019 as of Jun and at 224% of budget. The variance is mainly related to more wages/benefits being allocated to elections due to the Coronavirus; however, postage is also higher by \$12,330 from the influx of requests for mailed absentee ballots. The wages/benefit costs are offset by less wages/benefits allocated to other departments. We anticipate being able to recover some of these excess costs with available grants.
  - **SAFER:** At 112% of budget vs. 50% in 2019. SAFER accidentally overbilled us for 2020 operations. We advised SAFER to apply the overbilling to the Q3, Q4, and capital equipment billings. The SAFER line also includes payment 1 of 5 to resolve the deficit from prior years.
  - **Parks (combined):** Running \$20,779 lower than 2019 due to being down a person for 2020 and spending less on repairs, maintenance, and supplies so far in 2020.
  - **Street Operations-Village/Hard Materials Handling:** Street Operations-Village are \$40,366 lower than 2019 due to repair cost timing and less fuel costs in 2020. Hard materials handling is 40,490 higher than 2019 due to the timing of material purchases and more work being done related to hard materials handling.
  - **Winter Street Maintenance-Village:** \$54,077 lower than 2019 primarily in the wage/benefit lines since we had less snow in 2020; We also will see a savings in salt since we are purchasing less salt than we did last year; we will not know the cost of the salt for another month or so.
- **Special Revenue/Capital Project Funds:**
  - **Capital Project Funds:** Staff is preparing for the 2020 borrowing. Once the 2020 borrowing is complete, budget adjustments will be brought to the Board.
  - **Aquatic Center Fund:** The June report reflects the refunds for season passes and swim lessons. The pool opened 6/29/20. We will have a better gauge of how the pool is doing in July.

- **Water Utility Fund:**

Water Rev & Exp – Cur Year vs. Prior Year				
	Jun-20	Jun-19	Increase (Decrease)	% Change
Revenues	\$ 1,144,675	\$ 1,428,332	\$ (283,657)	-19.9%
Expenses	\$ 1,099,585	\$ 552,262	\$ 547,323	99.1%
Net Income	\$ 45,090	\$ 876,070	\$ (830,980)	-94.9%

- **Revenues:** Revenues are at 45.7% of budget vs. 56.2% in 2019. Jun 2020 revenues are lower than 2019 by \$283,657. There was a decrease in industrial metered sales because Kerry was hooked up to Rothschild water for a bit. In addition, there may be some unbilled water for Kerry that will be billed on the next billing cycle. Interest revenue is also down in 2020 due to lower rates.
- **Expenses:** Expenses are at 44.7% of budget compared to 23.4% of budget in 2019. Most of the increase in expenses is due to the monthly recording of the payment in lieu of taxes and depreciation expense starting in 2020. Interest expense is higher in 2020 due to the first interest payment being made for the 2019A G.O. Notes.

- **Sewer Utility Fund:**

Sewer Rev & Exp – Cur Year vs. Prior Year				
	Jun-20	Jun-19	Increase (Decrease)	% Change
Revenues	\$ 1,228,052	\$ 1,394,030	\$ (165,978)	-11.9%
Expenses	\$ 1,044,657	\$ 774,627	\$ 270,030	34.9%
Net Income	\$ 183,395	\$ 619,403	\$ (436,008)	-70.4%

- **Revenues:** Revenues are at 49.9% of budget vs. 57.6% in 2019. Most of the decrease in revenue is from interest income decreasing because of lower interest rates in 2020.
- **Expenses:** Expenses are at 41.8% of budget vs. 32.4% in 2019. The expenses are higher than 2019 due to monthly recording of the payment in lieu of taxes and depreciation expense. Rib Mt. Sewer Dist.-Services is lower in 2020 due to the billings for Rothschild's portion of the 2019 O&M expenses of \$18,142 not getting billed until 2020. Administration expenses are running lower in 2020 since there have been no expenses for the Sewer Master Plan in 2020.

- **Stormwater Utility Fund:**

Stormwater Rev & Exp – Cur Year vs. Prior Year				
	Jun-20	Jun-19	Increase (Decrease)	% Change
Revenues	\$ 336,291	\$ 339,044	\$ (2,753)	-0.8%
Expenses	\$ 300,309	\$ 104,858	\$ 195,451	186.4%
Net Income	\$ 35,982	\$ 234,186	\$ (198,204)	-84.6%

- **Revenues:** Revenues are at 51.7% of budget vs. 52.6% in 2019.
- **Expenses:** Expenses are at 49.7% of budget vs. 17.6% in 2019 and are \$195,451 higher than 2019. The large difference is due to depreciation. Depreciation is being recorded monthly starting in 2020.

VILLAGE OF WESTON  
BALANCE SHEET  
JUNE 30, 2020

GENERAL FUND

ASSETS

10-00-11110-001-000	XPRESS DEPOSIT ACCOUNT	242.00
10-00-11310-021-000	INVESTMENT-LGIP #1	1,020,841.56
10-00-11312-011-000	INVEST-INTERCITY-MONEY MKT #60	( 746,307.34)
10-00-11312-082-000	INTERCITY-MUNICIPAL COURT FINE	140,707.92
10-00-11312-094-000	INVEST-TAX ACCT-INTERCITY	356.85
10-00-11313-095-000	INVEST-TAX ACCT- INCREDIBLE	236,807.11
10-00-11314-091-021	INVEST- TAX ACCT-BMO HARRIS BK	138,398.88
10-00-11315-092-000	INVEST-TAX ACCT- ASSOCIATED	138,203.94
10-00-11316-084-000	INVEST-BROKAW CU-CD/REPO/OTHER	251,366.84
10-00-11316-093-000	INVEST-TAX ACCT- BROKAW CU	313,607.43
10-00-11318-097-000	INVEST-TAX ACCT - US BANK	80,440.65
10-00-11322-088-000	INVEST-TAX ACCT- PEOPLES	822,000.09
10-00-11323-084-000	INVEST-CLOVERBELT CU-CD/REPO/O	262,631.66
10-00-11323-099-000	INVEST-TAX ACCT-CLOVERBELT CU	279,110.69
10-00-11325-089-000	INVEST-TAX ACCT-COVANTAGE CU	1,091,289.94
10-00-11326-086-000	INVEST-TAX ACCT- ABBY BANK	80,736.55
10-00-11327-083-000	NICOLET BANK-MONEY MARKET	1,184.09
10-00-11327-084-000	INVEST-NICOLET BANK-CD/OTHER	271,559.01
10-00-11328-083-000	WISC-MONEY MARKET	531,967.01
10-00-11328-084-000	INVEST-WISC-CD/OTHER	247,000.00
10-00-11329-084-000	MORGAN STANLEY-CD/OTHER	199,092.39
10-00-11512-009-000	INTERCITY-SUNSHINE/SODA FUND	3,458.12
10-00-11512-017-000	RESTRICT INV- FLEX CHKING #116	5,168.26
10-00-11800-000-000	PETTY CASH-GENERAL FUND	1,100.00
10-00-11800-082-000	PETTY CASH-MUNICIPAL COURT FIN	200.00
10-00-12110-000-000	R/E PROP TAXES RECEIVABLE-CURR	3,169,484.54
10-00-12120-000-000	P/P PROP TAXES RECEIVABLE-CURR	48,635.34
10-00-12320-000-000	P/P PROP TAXES RECEIVABLE-DELI	( 469.51)
10-00-13100-000-000	BILLED ACCTS RECEIVABLE-CUSTOM	6,742.65
10-00-13101-000-000	UNAPPLIED ACCOUNTS RECEIVABLE	645.23
10-00-13150-000-000	ACCTS RECEIVABLE-MUNICIPAL COU	352,234.17
10-00-13300-000-000	INTEREST RECEIVABLE	3,152.22
10-00-13610-000-000	UNBILLED ACCTS RECEIV-DPW DEVE	644.00
10-00-13611-000-000	UNBILLED ACCTS RECEIV-BILLABLE	( 1,138.89)
10-00-13800-000-000	OTHER RECEIVABLES-MISCELLANEOU	2,000.00
10-00-13801-000-000	OTHER RECEIVABLES-MOBILE HOME	7,089.42
10-00-13802-000-000	OTHER RECEIVABLES-FROM EMPLOYE	164.10
10-00-14200-000-000	DUE FROM STATE OF WISCONSIN	1,104.55
10-00-14410-000-000	DUE FROM TOWN OF WESTON	2,634.38
10-00-14410-001-000	DUE FROM TOWN OF WESTON-PHONE	147.56
10-00-14510-000-000	DUE FROM EVEREST METRO POLICE	12,069.63
10-00-14520-000-000	DUE FROM SAFER DISTRICT	650,784.48
10-00-14530-000-000	DUE FROM MUNICIPAL COURT	266.78
10-00-15660-000-000	DUE FROM ENTERPRISE-WATER UTIL	465,398.91
10-00-15661-000-000	DUE FROM ENTERPRISE-SEWER UTIL	15,154.09
10-00-16110-000-000	INVENTORY-MATERIALS & SUPPLIES	5,784.68
	TOTAL ASSETS	10,113,691.98

LIABILITIES AND EQUITY

VILLAGE OF WESTON  
BALANCE SHEET  
JUNE 30, 2020

GENERAL FUND

LIABILITIES

10-00-21000-000-000	ACCOUNTS PAYABLE-CLEARING ACCO		2,205.56
10-00-21111-000-000	VOUCHERS PAYABLE		3,748.64
10-00-21120-000-000	OCCUPANCY PERMITS		54,000.00
10-00-21530-000-000	EMPLOYEE HEALTH INS W/H PAYABL	(	43,963.82)
10-00-21531-000-000	ETF LIFE INS WITHHOLDING PAYAB		.07
10-00-21532-000-000	EYE CARE DEDUCTION PAYABLE		108.33
10-00-21537-000-000	ACCID/LIFE/ST DISABILITY LIAB		348.82
10-00-21540-000-000	WORKERS COMP PAYABLE	(	11,170.24)
10-00-21561-000-000	AFLAC DEDUCTION PAYABLE		1,703.02
10-00-21562-000-000	FLEX UNREIMB MED DEDUCT PAYAB		6,698.83
10-00-21566-000-000	PREPAID LEGAL SERVICES		165.40
10-00-21590-000-000	EAP PAYABLE		204.88
10-00-23160-000-000	SECURITY DEPOSITS-PARK RENTALS		75.00
10-00-24213-000-000	DUE TO STATE OF WIS/SALES TAXE	(	22.01)
10-00-24310-000-000	DUE TO MARATHON COUNTY/CURRENT		1,348,249.71
10-00-24330-000-000	DUE TO MARATHON COUNTY/DOG LIC		269.00
10-00-24425-000-000	DUE TO OTHER GOVTS-COURT FINES		10,009.10
10-00-24510-000-000	DUE TO NORTHCENTRAL TECH/CURR		365,505.01
10-00-24600-000-000	DUE TO DC EVEREST SCHOOLS/MISC		8,531.54
10-00-24610-000-000	DUE TO DC EVEREST SCHOOLS/CURR		2,896,307.64
10-00-26603-000-000	DEFERRED REV-MUNIC COURT FINES		291,259.73
			<hr/>
	TOTAL LIABILITIES		4,934,234.21

FUND EQUITY

10-00-34120-000-000	NONSPEND FUND BAL-INVENTORIES		3,715.77
10-00-34121-000-000	RESERVED FUND BAL-PREPAID ITEM		187,256.72
10-00-34130-000-000	NONSPEND FUND BAL-ADVANC/OTHER		651,407.27
10-00-34202-000-000	ASSIGN FUND BAL-ST LIGHT/BIRCH		19,572.00
10-00-34300-000-000	UNASSIGNED FUND BALANCE		2,526,452.18
			<hr/>
	UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	1,791,053.83	
		<hr/>	
	BALANCE - CURRENT DATE		1,791,053.83
			<hr/>
	TOTAL FUND EQUITY		5,179,457.77
			<hr/>
	TOTAL LIABILITIES AND EQUITY		10,113,691.98
			<hr/> <hr/>

**VILLAGE OF WESTON**  
**OPERATING BUDGET STATUS REPORT - General Fund only**  
**June 30, 2020**

**\*\*\* 50.0% of Year Remaining \*\*\***

<u>APPROPRIATION AREA</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>REMAINING BALANCE</u>	<u>PERCENT LEFT</u>	<u>Jun 2019</u>		
					<u>BUDGET</u>	<u>ACTUAL</u>	<u>PERCENT LEFT</u>
<b>GENERAL FUND:</b>							
General Government	\$1,152,063	\$613,221	\$538,842	46.8%	\$1,235,407	\$596,637	51.7%
Public Safety	3,792,251	2,438,264	1,353,987	35.7%	3,673,075	1,884,919	48.7%
Public Works	2,021,848	680,716	1,341,132	66.3%	2,010,312	748,800	62.8%
Human Services	15,000	5,534	9,466	63.1%	15,275	5,857	61.7%
Culture & Recreation	443,609	142,552	301,057	67.9%	431,578	163,331	62.2%
Community Development	220,168	100,471	119,697	54.4%	213,818	91,016	57.4%
Misc. Programs	20,000	5,711	14,289	71.4%	18,500	8,597	53.5%
Transfer to Other Funds	32,758	1,664	31,094	94.9%	32,758	1,664	94.9%
Contingency Reserve	70,318	-	70,318	100.0%	-	-	N/A
<b>TOTAL APPROPRIATION</b>	<u>\$7,768,015</u>	<u>\$3,988,133</u>	<u>\$3,779,882</u>	<u>48.7%</u>	<u>\$7,630,723</u>	<u>\$3,500,821</u>	<u>54.1%</u>



<u>REVENUES</u>							
Property Taxes	\$4,837,344	\$4,837,344	\$ -	0.0%	\$4,598,123	\$4,598,402	0.0%
Other Taxes	629,140	276,096	353,044	56.1%	604,138	32,352	94.6%
State Shared Revenues	1,060,400	-	1,060,400	100.0%	1,044,878	-	100.0%
Other Grants & Aids	589,426	294,030	295,396	50.1%	661,314	336,687	49.1%
Interest Income	55,000	40,968	14,032	25.5%	75,000	84,414	-12.6%
Munic. Services-Town/All Other	77,150	68,868	8,282	10.7%	79,600	65,559	17.6%
Applied Fund Balance/Reserve	-	-	-	N/A	46,000	46,000	0.0%
All Other Revenue	519,555	261,881	257,674	49.6%	521,670	306,172	41.3%
<b>TOTAL RESOURCES</b>	<u>\$7,768,015</u>	<u>\$5,779,187</u>	<u>\$1,988,828</u>	<u>25.6%</u>	<u>\$7,630,723</u>	<u>\$5,469,586</u>	<u>28.3%</u>



**FUND BALANCE ANALYSIS**

Fund Balance, 1/1/20		3,388,404
Revenues Over (Under) Expenditures		1,791,054
Less: Applied Fund Balance		-
<b>Fund Balance, 6/30/2020</b>	<b>6/30/2020</b>	<b>5,179,458</b>

**VILLAGE OF WESTON**  
**STATEMENT OF REVENUES**  
**June 30, 2020**  
**(50.0% Y-T-D completed)**

<u>ACCOUNT DESCRIPTION</u>	<u>Y-T-D ACTUAL</u>	<u>Y-T-D % REV.</u>	<u>ADJUSTED BUDGET</u>	<u>REMAINING BALANCE (SURPLUS)</u>	<u>BUDGET % LEFT</u>
<b>GENERAL FUND</b>					
Property Taxes	4,837,344	100%	4,837,344	-	0%
Pmt. In Lieu of Taxes-Water Utility	237,300	49%	485,000	247,700	51%
Pmt. In Lieu of Taxes-Rothschild	-	0%	94,000	94,000	100%
Mobile Home Fees	29,560	62%	48,000	18,440	38%
Other Taxes	9,236	432%	2,140	(7,096)	-332%
Special Assessments	3,600	65%	5,500	1,900	35%
State Shared Revenues	-	0%	1,060,400	1,060,400	100%
Transportation Aids	242,236	50%	485,129	242,893	50%
Other State & Federal Aids	51,794	50%	104,297	52,503	50%
License Revenue	96,195	40%	237,705	141,510	60%
Permits Revenue	81,536	60%	136,000	54,464	40%
Fines/Forfeitures/Penalties	43,693	45%	97,200	53,507	55%
Ambulance Fees	128	64%	200	72	36%
Street & Highway Revenue	571	19%	3,000	2,429	81%
Misc. Other Fees	1,816	158%	1,150	(666)	-58%
Econ Dev Pub Fees	-	0%	50	50	100%
Park Rental Fees/Park Maint. Fees	257	4%	5,850	5,593	96%
Munic. Services-General Gov't	3,900	124%	3,150	(750)	-24%
Munic. Services-Public Safety	17,500	50%	35,000	17,500	50%
Munic. Services-Public Works	38,206	109%	35,000	(3,206)	-9%
Munic. Services-Inspections	9,262	232%	4,000	(5,262)	-132%
Interest Income	40,968	74%	55,000	14,032	26%
Sales of Village Property	132	26%	500	368	74%
Contributions - All Other	350	N/A	-	(350)	N/A
Miscellaneous Revenue	33,603	104%	32,400	(1,203)	-4%
<b>TOTAL</b>	<b><u><u>\$5,779,187</u></u></b>	<b><u><u>74.4%</u></u></b>	<b><u><u>\$7,768,015</u></u></b>	<b><u><u>\$1,988,828</u></u></b>	<b><u><u>25.6%</u></u></b>

**VILLAGE OF WESTON  
STATEMENT OF EXPENDITURES**

**June 30, 2020  
(50.0% Y-T-D completed)**

<u>ACCOUNT DESCRIPTION</u>	<u>Y-T-D ACTUAL</u>	<u>Y-T-D % EXP.</u>	<u>ADJUSTED BUDGET</u>	<u>REMAINING BALANCE</u>	<u>BUDGET % LEFT</u>
<b>GENERAL FUND</b>					
Village Board Trustees	15,157	38%	39,894	24,737	62%
Village Municipality Dues	2,688	45%	6,000	3,312	55%
Personnel Committee	-	0%	1,567	1,567	100%
Board of Review	100	25%	400	300	75%
Municipal Court	27,874	50%	55,747	27,873	50%
Village Attorney	15,130	43%	35,000	19,870	57%
Administrator	31,031	43%	72,117	41,086	57%
Clerk	104,633	33%	320,362	215,729	67%
Personnel	933	8%	11,750	10,817	92%
Elections	90,302	224%	40,237	(50,065)	-124%
Data Processing/Central Services	85,167	57%	149,815	64,648	43%
Information Technology	27,602	44%	62,735	35,133	56%
Finance/Audit & Budgeting/Tax Collection	83,372	47%	177,829	94,457	53%
Village Assessor	27,349	81%	33,963	6,614	19%
Finance Committee	-	0%	1,597	1,597	100%
Risk Management/Insurance	77,636	90%	86,400	8,764	10%
Municipal Building/Misc. Gen'l Gov't.	24,247	44%	54,650	30,403	56%
Illegal Taxes/Tax Refunds/Bad Debt	-	0%	2,000	2,000	100%
Everest Metro Police Dept.	1,377,629	51%	2,710,946	1,333,317	49%
Safety Building Maintenance	2,387	80%	3,000	613	20%
Other Public Safety	448	18%	2,550	2,102	82%
SAFER	967,880	112%	862,625	(105,255)	-12%
Building Inspections	89,920	42%	213,130	123,210	58%
Director of Public Works	7,363	50%	14,685	7,322	50%
Deputy Director of Public Works	12,024	40%	30,000	17,976	60%
Street Operations - Village	261,157	22%	1,173,941	912,784	78%
Traffic Control	19,231	59%	32,500	13,269	41%
Winter Street Maintenance - Village	261,613	54%	485,980	224,367	46%
Hard Materials Handling	43,657	132%	33,064	(10,593)	-32%
Street Irrigation Maintenance	2,804	7%	38,168	35,364	93%
Street Operations - Town	2,319	40%	5,733	3,414	60%
Winter Street Maintenance - Town	6,667	54%	12,277	5,610	46%
Street Lighting	63,881	33%	195,000	131,119	67%
Public Works/Utilities Committee	-	0%	500	500	100%
Human Services	5,534	37%	15,000	9,466	63%
Parks-Administration	108,162	41%	265,169	157,007	59%
Parks-Grounds Maintenance	17,714	13%	137,143	119,429	87%
Parks - Mowing	12,828	39%	32,531	19,703	61%
Parks-Ice Rinks	3,740	50%	7,410	3,670	50%
Park & Recreation Committee	108	8%	1,356	1,248	92%
Community Development	90,620	46%	195,667	105,047	54%
Planning Commission	1,496	21%	7,013	5,517	79%
Board of Appeals	80	3%	2,387	2,307	97%
Extra Limits/Smart Growth/Land Use	8,275	55%	15,101	6,826	45%
Newsletter	5,711	29%	20,000	14,289	71%
Interfund Transfers - Refuse/Recycling	-	0%	29,430	29,430	100%
Interfund Transfers - Debt Service	1,664	50%	3,328	1,664	50%
Contingency Reserve	-	0%	70,318	70,318	100%
<b>TOTAL - General Fund</b>	<b><u>\$3,988,133</u></b>	<b><u>51.3%</u></b>	<b><u>\$7,768,015</u></b>	<b><u>\$3,779,882</u></b>	<b><u>48.7%</u></b>

**VILLAGE OF WESTON**  
**Contingency Reserve - General Fund**  
**6/30/2020**

	<b>Salaries/ Wages</b>	<b>Misc. Exps.</b>	<b>TOTAL</b>
Original Budget	\$25,000	\$45,318	\$70,318
FINAL Adjusted Budget	\$25,000	\$45,318	\$70,318

# REQUEST FOR CONSIDERATION

**Public Mtg/Date:** Board of Trustees, July 20, 2020

**Description:** Village Vouchers from 6/29/20-7/12/20

**From:** Jessica Trautman, Finance Director

**Question:** Should the Board of Trustees approve payment of Village expenditures (vouchers) for the period of 6/29/20-7/12/20 in the amount of \$389,923.93?

Check numbers were 52782-52877. Check numbers 51765, 52649, and 52706 were voided checks.

There were no manual payroll checks.

## Background

Vouchers were received by the Finance Department from various departments during the period. All invoices were reviewed for proper authorized approval by a department manager or supervisor prior to processing payment. All phone or ACH payments are numbered in a 9XXXX series.

Manual payroll checks were entered and approved by the Clerk Department.

Accounts numbers are set up as follows:

XX-XX-XXXXX-XXX-XXX

Fund, Department, Function, Object, Project

The following is the Fund number with the Fund title:

10 – General Fund	27 – CDA TIF #1	60 – Water
18 – Recycling	28 – CDA TIF #2	61 – Sewer
21 – TIF#1	29 – Room Tax	63 - Stormwater
22 – Weston Aquatic Center	30 – Debt Service	81 – Civic Trust
26 – TIF #2	40 – TIF #1 Capital Projects	82 – Park Trust Fund
27 – CDA TIF #1	41-45 – Capital Projects	

**Attached Docs:** Check register for accounts payable and payroll

**Committee Action:** None.

**FISCAL IMPACT:** \$389,923.93 across various funds and departments.

**Recommendation:** Finance Director recommends approval.

## Recommended Language for Official Action

**I move to approve vouchers from 6/29/20-7/12/20.**

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
<b>51765</b>									
07/20	07/07/20	51765	21373	INFOVISION SOFTWARE INC	201912276	SECOND INSTALLMENT OF EVOLVE SOFTWARE PURCHASE	1	10-01-51450-808-000	1,400.00- V
Total 51765:									1,400.00-
<b>52649</b>									
06/20	06/30/20	52649	20604	ADVANCE MARKING SYSTEMS	2763-380478	#14 FILTERS	1	10-03-53310-353-000	158.91- V
Total 52649:									158.91-
<b>52706</b>									
07/20	07/07/20	52706	21725	XPRESS BILL PAY	49088	CREDIT CARD FEES	1	10-01-51450-286-000	120.69- V
Total 52706:									120.69-
<b>52782</b>									
07/20	07/02/20	52782	20528	ADVANCED DISPOSAL SERVICES	D20000721726	SPRING BULK-ITEM DROP-OFF	1	18-03-53620-295-000	3,321.19
Total 52782:									3,321.19
<b>52783</b>									
07/20	07/02/20	52783	530	AMERICAN ASPHALT OF WISCONSIN	5300049629	RIVER BEND SANITARY MANHOLE RAISING	1	61-03-53603-349-000	248.53
07/20	07/02/20	52783	530	AMERICAN ASPHALT OF WISCONSIN	5300049744	ASPHALT PATCHING - VOLKMAN ST	1	10-03-53310-236-000	1,000.00
07/20	07/02/20	52783	530	AMERICAN ASPHALT OF WISCONSIN	5300049744	LAGUNA WATER LATERAL PAVING	2	60-03-53762-290-000	2,000.00
07/20	07/02/20	52783	530	AMERICAN ASPHALT OF WISCONSIN	5300049744	POINTE RD WATER LATERAL ABANDONMENT	3	60-03-53762-290-000	2,105.00
07/20	07/02/20	52783	530	AMERICAN ASPHALT OF WISCONSIN	5300049744	POINTE RD SEWER LATERAL ABANDONMENT	4	61-03-53600-252-000	2,105.00
07/20	07/02/20	52783	530	AMERICAN ASPHALT OF WISCONSIN	5300049744	PAVING FOR VALVE REPAIRS ON JELINEK	5	60-00-18416-000-000	23,390.00
Total 52783:									30,848.53
<b>52784</b>									
07/20	07/02/20	52784	1900	BORTH, JOHN	JUN2020	CLOTHING ALLOWANCE: BORTH	1	60-03-53780-346-586	179.35
Total 52784:									179.35
<b>52785</b>									
07/20	07/02/20	52785	20264	BROCK WHITE COMPANY	14026761-00	CAULK FOR POOL	1	22-05-55420-247-000	38.34
Total 52785:									38.34

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
<b>52786</b>									
07/20	07/02/20	52786	22049	BURIED TREASURES	165483	DEBIT TOKENS	1	81-06-56940-349-000	20.00
Total 52786:									20.00
<b>52787</b>									
07/20	07/02/20	52787	20743	CARRICO AQUATIC RESOURCES INC	20202484	CHEMICALS FOR POOL	1	22-05-55420-366-000	49.53
Total 52787:									49.53
<b>52788</b>									
07/20	07/02/20	52788	21367	CASE, TONI	165481	F/M TOKENS - DEBIT	1	81-06-56940-349-000	315.00
Total 52788:									315.00
<b>52789</b>									
07/20	07/02/20	52789	5720	CINTAS	12709045 JUN 202	CLEAN RUGS/MATS	1	10-01-51600-290-000	485.84
07/20	07/02/20	52789	5720	CINTAS	12709045 JUN 202	PAPER PRODUCTS & AIR FRESHENER	2	10-01-51600-344-000	196.29
07/20	07/02/20	52789	5720	CINTAS	12709045 JUN 202	HAND SOAP/SHOP RAGS/TOWELS/ETC	3	10-03-53310-344-000	1,029.64
07/20	07/02/20	52789	5720	CINTAS	12709045 JUN 202	ST- HUERTH: UNIFORM MAINT/RNTL	4	10-03-53310-162-573	24.48
07/20	07/02/20	52789	5720	CINTAS	12709045 JUN 202	ST - LAKE: UNIFORM MAINT/RNTL	5	10-03-53310-162-574	32.24
07/20	07/02/20	52789	5720	CINTAS	12709045 JUN 202	ST - BLAREK: UNIFORM MAINT/RNTL	6	10-03-53310-162-572	29.44
07/20	07/02/20	52789	5720	CINTAS	12709045 JUN 202	SWR - SKERVEN: UNIFORM MAINT/RNTL	7	61-03-53613-162-592	34.52
07/20	07/02/20	52789	5720	CINTAS	12709045 JUN 202	ST - VLIESTRA: UNIFORM MAINT/RNTL	8	10-03-53310-162-582	20.52
07/20	07/02/20	52789	5720	CINTAS	12709045 JUN 202	ST - YONKER: UNIFORM MAINT/RNTL	9	10-03-53310-162-584	43.20
07/20	07/02/20	52789	5720	CINTAS	12709045 JUN 202	ST - SKRZYPCHAK: UNIFORM MAINT/RNTL	10	10-03-53310-162-578	30.80
07/20	07/02/20	52789	5720	CINTAS	12709045 JUN 202	BI- TATRO: UNIFORM MAINT/RNTL	11	10-02-52400-162-000	27.00
07/20	07/02/20	52789	5720	CINTAS	12709045 JUN 202	BI- MAGUIRE: UNIFORM MAINT/RNTL	12	10-02-52400-162-000	40.88
07/20	07/02/20	52789	5720	CINTAS	12709045 JUN 202	ST - SUCHOMSKI: UNIFORM MAINT/RNTL	13	10-03-53310-162-580	22.08
07/20	07/02/20	52789	5720	CINTAS	12709045 JUN 202	P - FALKOWSKI: UNIFORM MAINT/RNTL	14	10-05-55200-162-594	16.36
07/20	07/02/20	52789	5720	CINTAS	12709045 JUN 202	ST - PLATTA: UNIFORM MAINT/RNTL	15	10-03-53310-162-577	39.76
07/20	07/02/20	52789	5720	CINTAS	12709045 JUN 202	W - DIETSCHKE: UNIFORM MAINT/RNTL	16	60-03-53780-162-588	46.96
07/20	07/02/20	52789	5720	CINTAS	12709045 JUN 202	ST - VON SCHRADER: UNIFORM MAINT/RNTL	17	10-03-53310-162-581	16.92
07/20	07/02/20	52789	5720	CINTAS	12709045 JUN 202	W - BORTH: UNIFORM MAINT/RNTL	18	60-03-53780-162-586	29.48
07/20	07/02/20	52789	5720	CINTAS	12709045 JUN 202	ST- SCHMIDT: UNIFORM MAINT/RNTL	19	10-03-53310-162-570	44.48
07/20	07/02/20	52789	5720	CINTAS	12709045 JUN 202	ST - LENHARD: UNIFORM MAINT/RNTL	20	10-03-53310-162-575	42.84
07/20	07/02/20	52789	5720	CINTAS	12709045 JUN 202	W - KRAUSE: UNIFORM MAINT/RNTL	21	60-03-53780-162-590	30.68
Total 52789:									2,284.41

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
<b>52790</b>									
07/20	07/02/20	52790	2930	CIVIC SYSTEMS LLC	CVC19643	SEMI-ANNUAL CIVIC SUPPORT FEES JUL - DEC 2020	1	10-01-51450-286-000	4,522.02
07/20	07/02/20	52790	2930	CIVIC SYSTEMS LLC	CVC19643	SEMI-ANNUAL CIVIC SUPPORT FEES JUL - DEC 2020	2	60-03-53771-286-000	2,353.88
07/20	07/02/20	52790	2930	CIVIC SYSTEMS LLC	CVC19643	SEMI-ANNUAL CIVIC SUPPORT FEES JUL - DEC 2020	3	61-03-53612-286-000	2,120.85
07/20	07/02/20	52790	2930	CIVIC SYSTEMS LLC	CVC19643	SEMI-ANNUAL CIVIC SUPPORT FEES JUL - DEC 2020	4	63-03-53652-286-000	352.25
Total 52790:									9,349.00
<b>52791</b>									
07/20	07/02/20	52791	21660	CLARK DIETZ INC	428523	WESTON SCHOOL NEIGHBORHOOD CONSTRUCTION SERVI	1	60-00-18700-000-395	2,192.40
07/20	07/02/20	52791	21660	CLARK DIETZ INC	428523	WESTON SCHOOL NEIGHBORHOOD CONSTRUCTION SERVI	2	42-07-57301-215-395	4,293.45
07/20	07/02/20	52791	21660	CLARK DIETZ INC	428523	WESTON SCHOOL NEIGHBORHOOD CONSTRUCTION SERVI	3	61-00-18700-826-395	1,096.20
07/20	07/02/20	52791	21660	CLARK DIETZ INC	428523	WESTON SCHOOL NEIGHBORHOOD CONSTRUCTION SERVI	4	63-00-18700-000-395	1,552.95
Total 52791:									9,135.00
<b>52792</b>									
07/20	07/02/20	52792	21604	COLEMAN, THERESA	JUN2020	COLEMAN MILEAGE - JUNE 2020	1	60-03-53780-334-000	72.45
07/20	07/02/20	52792	21604	COLEMAN, THERESA	JUN2020	COLEMAN MILEAGE - JUNE 2020	2	61-03-53613-334-000	72.45
Total 52792:									144.90
<b>52793</b>									
07/20	07/02/20	52793	11160	CORE & MAIN LP	M456523	CLA-VAL 2-IN WELL 6	1	60-03-53720-242-633	826.23
Total 52793:									826.23
<b>52794</b>									
07/20	07/02/20	52794	4020	D&L SIGNS LLC	12034	FLAG FOR AQUATIC CENTER	1	22-05-55420-390-000	95.40
07/20	07/02/20	52794	4020	D&L SIGNS LLC	12036	COVID SIGNS FOR AQUATIC CENTER	1	22-05-55420-312-000	462.00
Total 52794:									557.40
<b>52795</b>									
07/20	07/02/20	52795	7180	DEX MEDIA LLC	610045585160	ADVERTISING CONTRACT: JUN	1	10-01-51450-326-000	39.27
Total 52795:									39.27
<b>52796</b>									
07/20	07/02/20	52796	19843	DIVERSIFIED BENEFIT SERVICES	307219	(10) VOW FLEX ADMIN FEES- JUN 2020	1	10-01-51430-163-000	79.21
07/20	07/02/20	52796	19843	DIVERSIFIED BENEFIT SERVICES	307219	(9) METRO FLEX ADMIN FEES- JUN 2020	2	10-00-14510-000-000	71.29

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
Total 52796:									150.50
<b>52797</b>									
07/20	07/02/20	52797	4620	E O JOHNSON COMPANY	INV737030	GLOBAL SEARCH SOFTWARE ADD IN INSTALL	1	10-01-51450-290-000	203.50
Total 52797:									203.50
<b>52798</b>									
07/20	07/02/20	52798	4610	ENVIROTECH EQUIPMENT	20-0013405	8" PIPE GASKET #4	1	61-03-53610-353-000	188.80
Total 52798:									188.80
<b>52799</b>									
07/20	07/02/20	52799	4910	FASTENAL COMPANY	WISCH327068	PARK SHOP SUPPLIES	1	10-05-55210-390-000	13.56
Total 52799:									13.56
<b>52800</b>									
07/20	07/02/20	52800	20369	FERGUSON WATERWORKS #1476	0302261	STORM SEWER CASTINGS	1	63-03-53655-360-000	2,969.00
07/20	07/02/20	52800	20369	FERGUSON WATERWORKS #1476	0302261	SANITARY MANHOLE CASTINGS	2	61-03-53603-349-000	715.00
07/20	07/02/20	52800	20369	FERGUSON WATERWORKS #1476	0302261	SIDEWALK WARNING PLATES	3	10-03-53310-236-000	316.00
Total 52800:									4,000.00
<b>52801</b>									
07/20	07/02/20	52801	5490	GANNETT WISCONSIN MEDIA	0004236085	AFFIDAVIT OF PUBLICATION RE COMP PLAN PUBLIC HEARIN	1	10-06-56930-321-000	44.36
Total 52801:									44.36
<b>52802</b>									
07/20	07/02/20	52802	21672	HUERTH, CLAYTON	JUN2020	CLOTHING ALLOWANCE	1	10-05-55200-346-000	195.00
Total 52802:									195.00
<b>52803</b>									
07/20	07/02/20	52803	20205	HYDRITE CHEMICAL CO	02374080	1950 CAUS SODA, 52 SOD HYPOCHLOR, 550 HFS ACID	1	60-03-53730-366-000	1,244.79
07/20	07/02/20	52803	20205	HYDRITE CHEMICAL CO	02374081	3250 CAUS SODA LIQ, 52 SOD HYPOCHLOR, 550 HFS ACID	1	60-03-53730-366-000	1,790.79
07/20	07/02/20	52803	20205	HYDRITE CHEMICAL CO	02374507	550 HFS ACID, 260 SOD HYPOCHLOR	1	60-03-53730-366-000	1,204.95

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
Total 52803:									4,240.53
<b>52804</b>									
07/20	07/02/20	52804	21852	KIEFER AQUATICS	INV292896	RESCUE EQUIPMENT	1	22-05-55420-314-000	425.70
07/20	07/02/20	52804	21852	KIEFER AQUATICS	INV292896	GLOVES	2	22-05-55420-344-000	36.05
Total 52804:									461.75
<b>52805</b>									
07/20	07/02/20	52805	8460	K-TECH KLEENING SYSTEMS INC	8140	COVID WIPES FOR AQUATIC CENTER	1	22-05-55420-344-000	89.25
Total 52805:									89.25
<b>52806</b>									
07/20	07/02/20	52806	22067	KYSELY, PATRICIA	JUN2020	REFUND OF CONDITIONAL USE PERMIT	1	10-00-44495-000-000	250.00
Total 52806:									250.00
<b>52807</b>									
07/20	07/02/20	52807	21859	LEE, CHENG	165486	EBT TOKENS	1	81-06-56940-349-000	5.00
07/20	07/02/20	52807	21859	LEE, CHENG	165486	ASPIRUS TOKENS	2	81-00-13611-000-000	1.00
Total 52807:									6.00
<b>52808</b>									
07/20	07/02/20	52808	9810	MARATHON COUNTY HEALTH DEPT	20061510	WATER TEST	1	22-05-55420-279-000	8.00
07/20	07/02/20	52808	9810	MARATHON COUNTY HEALTH DEPT	20061803	1 BAC-T SAMPLES	1	60-03-53730-294-000	22.00
07/20	07/02/20	52808	9810	MARATHON COUNTY HEALTH DEPT	20062201	POOL TEST	1	22-05-55420-279-000	8.00
07/20	07/02/20	52808	9810	MARATHON COUNTY HEALTH DEPT	20062310	6 BAC-T SAMPLES	1	60-03-53730-294-000	66.00
07/20	07/02/20	52808	9810	MARATHON COUNTY HEALTH DEPT	7QWHVJ-2020	POOL LICENSE	1	22-05-55420-279-000	721.00
07/20	07/02/20	52808	9810	MARATHON COUNTY HEALTH DEPT	7QXN6Y-2020	CONCESSION LICENSE	1	22-05-55420-279-000	666.00
07/20	07/02/20	52808	9810	MARATHON COUNTY HEALTH DEPT	9J3QYV-2020	YELLOWBANKS WELL PERMIT	1	10-05-55210-390-000	47.00
Total 52808:									1,538.00
<b>52809</b>									
07/20	07/02/20	52809	9900	MARATHON CTY REGISTER OF DEED	202000000075	MCROD RECORDING FEES CUP PINCE 52 PROPERTIES	1	10-06-56910-219-000	60.00
Total 52809:									60.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
<b>52810</b>									
07/20	07/02/20	52810	21860	MARCO TECHNOLOGIES	INV7687179	CONTRACT COP5943-03: KYOCERA- B/W 5/15-6/14	1	10-01-51450-280-000	10.43
07/20	07/02/20	52810	21860	MARCO TECHNOLOGIES	INV7687179	CONTRACT COP5943-03: KYOCERA- COLOR 5/15-6/14	2	10-01-51450-280-000	99.68
Total 52810:									110.11
<b>52811</b>									
07/20	07/02/20	52811	10050	MENARDS INC	59896	WOOD TRIM FOR SERVICE WINDOW	1	10-01-51600-349-000	64.20
Total 52811:									64.20
<b>52812</b>									
07/20	07/02/20	52812	10910	MSA PROFESSIONAL SERVICES INC	R093660140-9	MARGARET STREET CONSTRUCTION ADMINISTRATION	1	61-00-18700-826-167	842.50
07/20	07/02/20	52812	10910	MSA PROFESSIONAL SERVICES INC	R093660140-9	MARGARET STREET CONSTRUCTION ADMINISTRATION	2	60-00-18700-827-167	3,370.00
Total 52812:									4,212.50
<b>52813</b>									
07/20	07/02/20	52813	3410	NASSCO INC	S2635578.001	POOL CLEANING SUPPLIES	1	22-05-55420-344-000	33.68
07/20	07/02/20	52813	3410	NASSCO INC	S2635578.001	PARK CLEANING SUPPLIES	2	10-05-55210-390-000	33.68
Total 52813:									67.36
<b>52814</b>									
07/20	07/02/20	52814	12460	PGA INC	527486	VALVE REPAIR - JELINEK AND BURNS	1	60-00-18416-000-000	7,583.00
07/20	07/02/20	52814	12460	PGA INC	527488	VALVE REPAIR: FOOTHILL AND NORMANDY	1	60-00-18416-000-000	4,397.65
07/20	07/02/20	52814	12460	PGA INC	527490	POINTE RD WATER LATERAL ABANDONMENTS	1	60-03-53762-290-000	3,490.50
07/20	07/02/20	52814	12460	PGA INC	527490	POINTE RD SEWER LATERAL ABANDONMENTS	2	61-03-53600-252-000	3,490.50
Total 52814:									18,961.65
<b>52815</b>									
07/20	07/02/20	52815	12720	POOL PEOPLE, THE	425783-1	POOL VACUUM POLE	1	22-05-55420-390-000	31.40
Total 52815:									31.40
<b>52816</b>									
07/20	07/02/20	52816	22003	PRIMADATA LLC	50901	PRIMADATA POSTAGE 6/30/20	1	60-03-53771-311-000	330.57
07/20	07/02/20	52816	22003	PRIMADATA LLC	50901	PRIMADATA POSTAGE 6/30/20	2	61-03-53612-311-000	330.56
07/20	07/02/20	52816	22003	PRIMADATA LLC	50901	PRIMADATA POSTAGE 6/30/20	3	63-03-53652-311-000	330.56

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
Total 52816:									991.69
<b>52817</b>									
07/20	07/02/20	52817	22018	QUADIENT LEASING USA, INC.	N8349646	POSTAGE METER LEASE 4/18-7/17	1	10-01-51450-281-000	516.78
Total 52817:									516.78
<b>52818</b>									
07/20	07/02/20	52818	13290	RECREONICS INC	837173	SUPPLIES FOR POOL	1	22-05-55420-390-000	498.29
Total 52818:									498.29
<b>52819</b>									
07/20	07/02/20	52819	20009	REFRIGERATION CONTROL & DESIG	062620S	AQ CTR: SERVICE POOL HEATER	1	22-05-55420-247-000	110.00
Total 52819:									110.00
<b>52820</b>									
07/20	07/02/20	52820	19838	RHYME BUSINESS PRODUCTS LLC	AR391206	MONTHLY B&W USAGE: 5/11-6/10/20	1	10-01-51450-280-000	3.51
07/20	07/02/20	52820	19838	RHYME BUSINESS PRODUCTS LLC	AR391206	MONTHLY COLOR USAGE: 5/11-6/10/20	2	10-01-51450-280-000	277.01
Total 52820:									280.52
<b>52821</b>									
07/20	07/02/20	52821	20700	ROTHMEYER, MARY	165472	FARMERS MARKET TOKENS- DEBIT	1	81-06-56940-349-000	100.00
07/20	07/02/20	52821	20700	ROTHMEYER, MARY	165484	FARMERS MARKET TOKENS- DEBIT	1	81-06-56940-349-000	40.00
Total 52821:									140.00
<b>52822</b>									
07/20	07/02/20	52822	14330	SCHIERL TIRE & SERVICE CENTERS	35-89540	TIRE REPAIR #142	1	10-05-55210-242-000	62.52
Total 52822:									62.52
<b>52823</b>									
07/20	07/02/20	52823	16710	USA BLUE BOOK	266274	HOSE REEL, EYEWASH AND RESPIRATOR CARTRIDGES FO	1	22-05-55420-314-000	593.29
Total 52823:									593.29

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount	
52824	07/20	07/02/20	52824	16890	VAN ERT ELECTRIC COMPANY INC	43423	TRAFFIC SIGNAL RPRS-ROSS & CAMP PHILLIPS 6/9	1	10-03-53311-290-000	235.00
Total 52824:									235.00	
<b>52825</b>	07/20	07/02/20	52825	17130	VIKING ELECTRIC SUPPLY	S003723848-001	LIGHT BULBS AQUATIC CENTER	1	22-05-55420-247-000	95.94
Total 52825:									95.94	
<b>52826</b>	07/20	07/02/20	52826	17500	WAUSAU AWARDS & ENGRAVING INC	JUL2020	GAVEL FOR SPARKS	1	10-00-13802-000-000	37.90
Total 52826:									37.90	
<b>52827</b>	07/20	07/02/20	52827	17530	WAUSAU CHEMICAL CORPORATION	INV-306947	AQ CTR POOL CHEMICALS	1	22-05-55420-366-000	802.20
Total 52827:									802.20	
<b>52828</b>	07/20	07/02/20	52828	21725	XPRESS BILL PAY	46621	CREDIT CARD E-COMMERCE FEES	1	10-01-51450-286-000	109.71
Total 52828:									109.71	
<b>52829</b>	07/20	07/10/20	52829	2500	ADVANCE AUTO PARTS	2763-380478	#14 FILTERS	1	10-03-53310-353-000	158.91
Total 52829:									158.91	
<b>52830</b>	07/20	07/10/20	52830	22072	ALLIED	1609178	AED PADS FOR AQUATIC CENTER	1	22-05-55420-314-000	65.99
Total 52830:									65.99	
<b>52831</b>	07/20	07/10/20	52831	1530	BECHER-HOPPE ASSOC INC	22006	HARLYN LIFT STATION CONSTRUCTION SERVICES	1	61-00-18342-000-000	1,291.53
	07/20	07/10/20	52831	1530	BECHER-HOPPE ASSOC INC	22007	ZINSER ST CONSTRUCTION SERVICES	1	61-03-53603-290-000	261.72
	07/20	07/10/20	52831	1530	BECHER-HOPPE ASSOC INC	22007	ZINSER ST CONSTRUCTION SERVICES	2	61-03-53603-290-000	261.73

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
Total 52831:									1,814.98
<b>52832</b>									
07/20	07/10/20	52832	20264	BROCK WHITE COMPANY	14049325-00	#86 ASPHALT BLADE	1	10-03-53310-353-000	119.25
Total 52832:									119.25
<b>52833</b>									
07/20	07/10/20	52833	3150	COLUMBIA PIPE & SUPPLY CO	2278499 S1	GASKETS FOR #4 VAC TRUCK (CREDIT)	1	61-03-53606-241-000	13.81-
07/20	07/10/20	52833	3150	COLUMBIA PIPE & SUPPLY CO	3333178	PIPE GASKETS #4 VAC TRUCK	1	61-03-53606-241-000	13.81
Total 52833:									.00
<b>52834</b>									
07/20	07/10/20	52834	22068	CTW CORPORATION	39676	WELL #2 (KERRY) REHAB	1	60-03-53710-245-614	15,826.00
07/20	07/10/20	52834	22068	CTW CORPORATION	39676	WELL #2 (KERRY) REHAB	2	60-03-53720-242-633	10,210.00
Total 52834:									26,036.00
<b>52835</b>									
07/20	07/10/20	52835	20479	DIAMOND MOWERS INC	0179600-IN	#61 MOWER PARTS	1	10-05-53656-353-000	174.36
Total 52835:									174.36
<b>52836</b>									
07/20	07/10/20	52836	21755	DIETRICH VANDERWAAL S.C.	2255	SEX OFFENDER ORDINANCE REVIEW	1	10-01-51300-212-000	270.00
Total 52836:									270.00
<b>52837</b>									
07/20	07/10/20	52837	4900	FARRELL EQUIPMENT & SUPPLY CO	INV0000000108866	MARKING PAINT - WATER	1	60-03-53740-349-000	134.40
07/20	07/10/20	52837	4900	FARRELL EQUIPMENT & SUPPLY CO	INV0000000110163	SHOVELS-STREET DEPT	1	10-03-53310-314-000	419.85
07/20	07/10/20	52837	4900	FARRELL EQUIPMENT & SUPPLY CO	INV0000000110443	12 CANS FLUID FILM	1	10-03-53310-390-000	105.00
Total 52837:									659.25
<b>52838</b>									
07/20	07/10/20	52838	4910	FASTENAL COMPANY	WISCH326896	SHOP SUPPLIES	1	10-03-53310-390-000	3.51
07/20	07/10/20	52838	4910	FASTENAL COMPANY	WISCH326896	SHOP TOOLS-SOCKETS	2	10-03-53310-353-000	29.26
07/20	07/10/20	52838	4910	FASTENAL COMPANY	WISCH327307	SHOP SUPPLIES	1	10-03-53310-390-000	58.92

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07/20	07/10/20	52838	4910	FASTENAL COMPANY	WISCH327397	THIRST QUENCHER	1	10-03-53310-349-000	24.00
07/20	07/10/20	52838	4910	FASTENAL COMPANY	WISCH327460	PPE HI VIS RAIN JACKET	1	10-03-53310-161-000	78.99
Total 52838:									194.68
<b>52839</b>									
07/20	07/10/20	52839	20369	FERGUSON WATERWORKS #1476	0302261-1	CATCH BASIN FRAME	1	63-03-53655-360-000	378.00
07/20	07/10/20	52839	20369	FERGUSON WATERWORKS #1476	0302261-1	DETECTABLE WARNING PLATES	2	10-03-53310-236-000	90.00
Total 52839:									468.00
<b>52840</b>									
07/20	07/10/20	52840	20307	FRAAZA ROCKS & SAND	5399	MULCH FOR LANDSCAPE	1	10-05-55210-365-000	126.00
Total 52840:									126.00
<b>52841</b>									
07/20	07/10/20	52841	22071	HAHN, BRENDA	JUN2020	DUPLICATE FIRE SIGN PMT - 6404 HUBERT AVE	1	10-00-13611-000-000	38.30
Total 52841:									38.30
<b>52842</b>									
07/20	07/10/20	52842	7140	HYDROCORP	0057908-IN	CROSS CONNECTION CONTROL INSPECTION: JUNE 2020	1	60-03-53762-256-000	1,350.00
Total 52842:									1,350.00
<b>52843</b>									
07/20	07/10/20	52843	22069	INDERMUEHLE	JUN2020	MAILBOX REIMBURSEMENT - 4620 STERNBERG	1	10-03-53312-370-000	50.00
Total 52843:									50.00
<b>52844</b>									
07/20	07/10/20	52844	21740	ISTATE TRUCK CENTER	C271039782:01	#15 AIR BRAKE VALVE	1	10-03-53310-353-000	411.52
Total 52844:									411.52
<b>52845</b>									
07/20	07/10/20	52845	20580	KIMBALL MIDWEST	8024714	RETURN CREDIT	1	10-03-53310-390-000	61.10-
07/20	07/10/20	52845	20580	KIMBALL MIDWEST	8051658	SHOP SUPPLIES HAND WIPES	1	10-03-53310-390-000	47.94
07/20	07/10/20	52845	20580	KIMBALL MIDWEST	8052606	SHOP SUPPLIES-DIELECTRIC GREASE	1	10-03-53310-390-000	27.46
07/20	07/10/20	52845	20580	KIMBALL MIDWEST	8052615	SHOP SUPPLIES	1	10-03-53310-390-000	301.03

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07/20	07/10/20	52845	20580	KIMBALL MIDWEST	8058049	SHOP SUPPLIES- PAINT AND PRIMER	1	10-03-53310-354-000	309.00
07/20	07/10/20	52845	20580	KIMBALL MIDWEST	8060139	SHOP SUPPLIES RETURN CREDIT	1	10-03-53310-390-000	66.12-
Total 52845:									558.21
<b>52846</b>									
07/20	07/10/20	52846	21288	KUENY ARCHITECTS LLC	5045	ARCH SERV THRU- MUN CTR BLDG	1	41-07-57141-290-000	37,990.67
07/20	07/10/20	52846	21288	KUENY ARCHITECTS LLC	5046	ARCH SERV - SAFETY BUILDING RENO	1	45-02-52110-215-000	19,547.33
Total 52846:									57,538.00
<b>52847</b>									
07/20	07/10/20	52847	9080	LINCOLN CONTRACTORS SUPPLY IN	M88868	#86 ASPHALT BLADE	1	61-03-53603-349-000	319.00
Total 52847:									319.00
<b>52848</b>									
07/20	07/10/20	52848	9200	LONDERVILLE STEEL ENTERPRISES	570327	#60D STEEL FOR DUST SCREEN	1	18-03-53635-353-000	148.40
07/20	07/10/20	52848	9200	LONDERVILLE STEEL ENTERPRISES	570432	#60D STEEL FOR DUST SCREEN	1	18-03-53635-353-000	101.80
Total 52848:									250.20
<b>52849</b>									
07/20	07/10/20	52849	2200	BRUCE EQUIPMENT	E00471	NEW LEAF VAC UNIT - 2019 CIP PURCHASE	1	44-07-57324-814-000	97,654.00
07/20	07/10/20	52849	2200	BRUCE EQUIPMENT	P15763	#81 NOZZLE RUBBER-2 SETS	1	63-03-53318-353-000	131.79
Total 52849:									97,785.79
<b>52850</b>									
07/20	07/10/20	52850	9810	MARATHON COUNTY HEALTH DEPT	20061615	1 BAC-T SAMPLES	1	60-03-53730-294-000	22.00
07/20	07/10/20	52850	9810	MARATHON COUNTY HEALTH DEPT	20061705	1 BAC-T SAMPLES	1	60-03-53730-294-000	22.00
07/20	07/10/20	52850	9810	MARATHON COUNTY HEALTH DEPT	20062312	1 BAC-T SAMPLES	1	60-03-53730-294-000	22.00
07/20	07/10/20	52850	9810	MARATHON COUNTY HEALTH DEPT	20062502	1 BAC-T SAMPLES	1	60-03-53775-294-000	22.00
07/20	07/10/20	52850	9810	MARATHON COUNTY HEALTH DEPT	20062503	1 BAC-T SAMPLES	1	60-03-53775-294-000	22.00
07/20	07/10/20	52850	9810	MARATHON COUNTY HEALTH DEPT	20062508	1 BAC-T SAMPLES	1	60-03-53775-294-000	22.00
07/20	07/10/20	52850	9810	MARATHON COUNTY HEALTH DEPT	20062901	WATER TEST	1	22-05-55420-279-000	8.00
Total 52850:									140.00
<b>52851</b>									
07/20	07/10/20	52851	20887	MARTELLE WATER TREATMENT INC	20036	AQUADENE - 550 GALLONS	1	60-03-53730-366-000	6,730.00

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Total 52851:									6,730.00
<b>52852</b>									
07/20	07/10/20	52852	20623	MDROFFERS CONSULTING LLC	20200613	MDROFFERS WO 15 PARK IMPACT FEE NEEDS ASSESSMEN	1	10-06-56930-219-000	202.50
07/20	07/10/20	52852	20623	MDROFFERS CONSULTING LLC	20200614	WESTON AVENUE CORRIDOR PLAN	1	40-07-57355-215-000	2,591.18
07/20	07/10/20	52852	20623	MDROFFERS CONSULTING LLC	20200616	MASTER PLANNING - PC QUESTION	1	10-06-56930-219-000	33.75
Total 52852:									2,827.43
<b>52853</b>									
07/20	07/10/20	52853	10640	MONROE TRUCK EQUIPMENT INC	420126	ASPHALT REJUVENATOR	1	10-03-53310-236-000	105.57
Total 52853:									105.57
<b>52854</b>									
07/20	07/10/20	52854	21416	MUNICIPAL WELL & PUMP INC	16929	MESKER WELL REHAB	1	60-03-53720-242-633	14,845.50
07/20	07/10/20	52854	21416	MUNICIPAL WELL & PUMP INC	16929	MESKER WELL REHAB	2	60-03-53710-245-614	12,478.50
Total 52854:									27,324.00
<b>52855</b>									
07/20	07/10/20	52855	19860	NORTHERN LAKE SERVICE INC	380881	WATER TESTING: NITRATE SAMPLING 2ND QUARTER	1	60-03-53730-294-000	28.00
Total 52855:									28.00
<b>52856</b>									
07/20	07/10/20	52856	20598	OFFICE ENTERPRISES INC	466830	INK CARTRIDGE - POSTAGE MACHINE	1	10-01-51450-310-000	184.00
Total 52856:									184.00
<b>52857</b>									
07/20	07/10/20	52857	22064	PENROSE, HARRY	JUN2020	PARK RENTAL REFUND	1	10-00-46720-000-087	60.00
07/20	07/10/20	52857	22064	PENROSE, HARRY	JUN2020	PARK RENTAL SECURITY DEPOSIT REFUND	2	10-00-23160-000-000	25.00
07/20	07/10/20	52857	22064	PENROSE, HARRY	JUN2020	PARK RENTAL SALES TAX REFUND	3	10-00-24213-000-000	3.30
Total 52857:									88.30
<b>52858</b>									
07/20	07/10/20	52858	21597	PROCESS RESEARCH SOLUTIONS L	JUN2020	WELL #2 INVESTIGATION	1	60-03-53780-215-000	2,565.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
Total 52858:									2,565.00
<b>52859</b>									
07/20	07/10/20	52859	22070	REGER, BARBARA	JUN2020	MAILBOX REIMBURSEMENT - 4704 STERNBERG AVE	1	10-03-53312-370-000	43.21
Total 52859:									43.21
<b>52860</b>									
07/20	07/10/20	52860	13730	ROCK OIL REFINING INC	293789	USED ANTI-FREEZE DISPOSAL	1	10-03-53310-351-000	80.00
Total 52860:									80.00
<b>52861</b>									
07/20	07/10/20	52861	13830	ROTHSCHILD WATERWORKS	JUN2020	PURCHASED WATER 5/11 - 6/8/20	1	60-03-53710-220-000	49,257.50
Total 52861:									49,257.50
<b>52862</b>									
07/20	07/10/20	52862	14330	SCHIERL TIRE & SERVICE CENTERS	35-89560	#15 FLOAT TIRES	1	10-03-53310-242-000	1,467.36
07/20	07/10/20	52862	14330	SCHIERL TIRE & SERVICE CENTERS	35-89651	#143 TIRE	1	10-05-55210-242-000	54.88
Total 52862:									1,522.24
<b>52863</b>									
07/20	07/10/20	52863	15220	SOUTHSIDE TIRE CO INC	414192	#23 TIRE REPAIR	1	10-03-53310-242-000	69.69
Total 52863:									69.69
<b>52864</b>									
07/20	07/10/20	52864	22063	SWITS	2020/214	ANNUAL WATER REPORT TRANSLATION	1	60-03-53780-290-000	356.60
Total 52864:									356.60
<b>52865</b>									
07/20	07/10/20	52865	21247	SYNCHRONY BANK/AMAZON	APR2020-1	COMPUTER REPAIR KIT	1	10-01-51460-310-000	15.99
07/20	07/10/20	52865	21247	SYNCHRONY BANK/AMAZON	APR2020-1	PLOTTER PAPER	2	10-01-51460-310-000	67.18
07/20	07/10/20	52865	21247	SYNCHRONY BANK/AMAZON	APR2020-1	POWER CORDS FOR IPADS	3	10-01-51450-310-000	29.07
07/20	07/10/20	52865	21247	SYNCHRONY BANK/AMAZON	APR2020-1	POWER CORDS FOR LENOVO P3 LAPTOPS	4	10-01-51450-310-000	133.28
07/20	07/10/20	52865	21247	SYNCHRONY BANK/AMAZON	APR2020-1	REPLACEMENT COMPUTER FOR LAB - WATER	5	60-03-53780-314-000	205.72
07/20	07/10/20	52865	21247	SYNCHRONY BANK/AMAZON	APR2020-1	REPLACEMENT COMPUTER FOR THE LAB - SEWER	6	61-03-53613-314-000	205.72

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
07/20	07/10/20	52865	21247	SYNCHRONY BANK/AMAZON	APR2020-1	DRUM UNIT FOR FRONT COUNTER PRINTER	7	10-01-51450-310-000	50.70
07/20	07/10/20	52865	21247	SYNCHRONY BANK/AMAZON	APR2020-1	FILE ORGANIZER FOR BALLOTS	8	10-01-51440-310-000	26.33
07/20	07/10/20	52865	21247	SYNCHRONY BANK/AMAZON	APR2020-1	COVID-19 HAND SANITIZER FOR ELECTION	9	10-01-51440-310-000	95.92
07/20	07/10/20	52865	21247	SYNCHRONY BANK/AMAZON	APR2020-1	COVID-19 PENS FOR POLLING PLACE AND ABSENTEE VOTI	10	10-01-51440-310-000	304.50
07/20	07/10/20	52865	21247	SYNCHRONY BANK/AMAZON	APR2020-1	ABSENTEE BALLOT LABELS - CODE 1 OF 2 TO COVID-19	11	10-01-51440-310-000	121.09
07/20	07/10/20	52865	21247	SYNCHRONY BANK/AMAZON	APR2020-1	KEY CABINET FOR LAB	12	60-03-53780-314-000	52.22
07/20	07/10/20	52865	21247	SYNCHRONY BANK/AMAZON	APR2020-1	BUTANE TORCH FOR WATER UTILITY	13	60-03-53740-349-000	35.89
07/20	07/10/20	52865	21247	SYNCHRONY BANK/AMAZON	APR2020-1	DYMO LABEL PRINTER FOR ABSENTEE LABELS	14	10-01-51440-314-000	85.66
07/20	07/10/20	52865	21247	SYNCHRONY BANK/AMAZON	APR2020-1	COVID-19 FUNNEL FOR HAND SANITIZER	15	10-01-51440-310-000	8.00
07/20	07/10/20	52865	21247	SYNCHRONY BANK/AMAZON	APR2020-1	WELLNESS INCENTIVES FOR CHALLENGE	16	10-01-51430-310-000	176.37
07/20	07/10/20	52865	21247	SYNCHRONY BANK/AMAZON	APR2020-1	DOOR CHIME FOR COURT OFFICE	17	10-00-14530-000-000	27.99
07/20	07/10/20	52865	21247	SYNCHRONY BANK/AMAZON	JUN2020	IPAD CASES	1	10-01-51450-310-000	132.72
07/20	07/10/20	52865	21247	SYNCHRONY BANK/AMAZON	JUN2020	WIRELESS MOUSE FOR DANR.	2	10-01-51450-310-000	24.99
07/20	07/10/20	52865	21247	SYNCHRONY BANK/AMAZON	JUN2020	RAGS FOR WATER UTILITY	3	60-03-53780-310-000	15.49
07/20	07/10/20	52865	21247	SYNCHRONY BANK/AMAZON	JUN2020	CANS OF AIR FOR DUSTING	4	10-01-51450-310-000	25.99
07/20	07/10/20	52865	21247	SYNCHRONY BANK/AMAZON	JUN2020	VARIOUS OFFICE SUPPLIES	5	10-01-51450-310-000	660.04
07/20	07/10/20	52865	21247	SYNCHRONY BANK/AMAZON	JUN2020	REPLACEMENT LAPTOP FOR CHARTRAND	6	10-01-51450-809-000	899.95
07/20	07/10/20	52865	21247	SYNCHRONY BANK/AMAZON	JUN2020	CREDIT CARD FEES	7	10-01-51450-317-000	68.76
Total 52865:									3,469.57
<b>52866</b>									
07/20	07/10/20	52866	21666	TAYLOR ENTERPRISES OF WISCONSI	68299A-IN	AQ CTR: REPAIR ICE CREAM MACHINE	1	22-05-55420-247-000	534.27
Total 52866:									534.27
<b>52867</b>									
07/20	07/10/20	52867	4190	TEREX SERVICES	7037999	#111 ANNUAL INSPECTION	1	10-03-53310-242-000	1,598.52
Total 52867:									1,598.52
<b>52868</b>									
07/20	07/10/20	52868	21673	TIAA COMMERCIAL FINANCE INC	7311611	CONTRACT #20283922: KYOCERA COPIER LEASE- JUNE 202	1	10-01-51450-280-000	193.08
Total 52868:									193.08
<b>52869</b>									
07/20	07/10/20	52869	16460	TRUCK COUNTRY OF WISCONSIN IN	X205268666:01	#81 FILTERS	1	63-03-53318-353-000	90.10
Total 52869:									90.10

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
<b>52870</b>									
07/20	07/10/20	52870	16710	USA BLUE BOOK	280939	WATER TESTING SUPPLIES	1	60-03-53730-366-000	217.61
Total 52870:									217.61
<b>52871</b>									
07/20	07/10/20	52871	16890	VAN ERT ELECTRIC COMPANY INC	43424	TRAFFIC SIGNAL RPRS-BARBICAN & CAMP PHILLIPS	1	10-03-53311-290-000	5,101.48
Total 52871:									5,101.48
<b>52872</b>									
07/20	07/10/20	52872	22000	WATER QUALITY INVESTIGATIONS	0420_56	WELL #2 INVESTIGATION	1	60-03-53780-215-000	880.00
Total 52872:									880.00
<b>52873</b>									
07/20	07/10/20	52873	17530	WAUSAU CHEMICAL CORPORATION	INV-307288	POOL CHEMICALS	1	22-05-55420-366-000	862.80
Total 52873:									862.80
<b>52874</b>									
07/20	07/10/20	52874	18100	WESTON UTILITIES	MAY2020	UTILITY BILL FOR 4707 CAMP PHILLIPS	1	10-01-51600-221-000	120.17
Total 52874:									120.17
<b>52875</b>									
07/20	07/10/20	52875	19070	WI STATE LABORATORY OF HYGIENE	638153	FLOURIDE TESTING- JUN 2020	1	60-03-53730-294-000	26.00
Total 52875:									26.00
<b>52876</b>									
07/20	07/10/20	52876	19350	ZIENTARA FLEET EQUIPMENT INC	01117528P	#15 AIR BRAKE PARTS	1	10-03-53310-353-000	557.40
Total 52876:									557.40
<b>52877</b>									
07/20	07/10/20	52877	19882	CELLCOM	428189	SKERVEN: WATER HOTSPOT - 370-3222: 4/21-5/20/2020	1	60-03-53740-225-000	12.62
07/20	07/10/20	52877	19882	CELLCOM	428189	KRAUSE: WATER HOTSPOT - 370-3314: 4/21-5/20/2020	2	60-03-53740-225-000	352.62
07/20	07/10/20	52877	19882	CELLCOM	428189	DIETSCHE: WATER HOTSPOT - 370-3467: 4/21-5/20/2020	3	60-03-53740-225-000	12.62
07/20	07/10/20	52877	19882	CELLCOM	428189	SEWER: IPAD FOR GIS - 370-6193: 4/21-5/20/2020	4	61-03-53610-226-000	6.31
07/20	07/10/20	52877	19882	CELLCOM	428189	WATER: IPAD FOR GIS - 370-6193: 4/21-5/20/2020	5	60-03-53740-226-000	6.31

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Inv Seq	Invoice GL Account	Check Amount
07/20	07/10/20	52877	19882	CELLCOM	428189	WATER UTILITY IPAD 1 - 846-0189: 4/21-5/20/2020	6	60-03-53740-226-000	12.62
07/20	07/10/20	52877	19882	CELLCOM	428189	WATER UTILITY - 846-0190: 4/21-5/20/2020	7	60-03-53740-226-000	12.62
07/20	07/10/20	52877	19882	CELLCOM	428189	SEWER UTILITY 2 - 846-0191: 4/21-5/20/2020	8	61-03-53610-226-000	12.62
07/20	07/10/20	52877	19882	CELLCOM	428189	SEWER UTILITY IPAD 2 - 846-0194: 4/21-5/20/2020	9	61-03-53610-226-000	12.62
07/20	07/10/20	52877	19882	CELLCOM	428189	STREETS IPAD 2 - 846-0216: 4/21-5/20/2020	10	10-03-53310-226-000	12.62
07/20	07/10/20	52877	19882	CELLCOM	428189	TRUSTEE ZIEGLER IPAD 4 - 846-0274: 4/21-5/20/2020	11	10-01-51101-226-000	12.62
07/20	07/10/20	52877	19882	CELLCOM	428189	BUILDING INSPECT MIFI - 846-0459: 4/21-5/20/2020	12	10-02-52400-225-000	12.62
07/20	07/10/20	52877	19882	CELLCOM	428189	BORTH: SEWER HOTSPOT - 846-0589: 4/21-5/20/2020	13	61-03-53610-225-000	12.62
07/20	07/10/20	52877	19882	CELLCOM	428189	MAGUIRE: MIFI 6620 - 846-0596: 4/21-5/20/2020	14	10-02-52400-225-000	12.62
07/20	07/10/20	52877	19882	CELLCOM	428189	PLAN DEV IPAD - 846-2136: 4/21-5/20/2020	15	10-06-56900-226-000	320.63
07/20	07/10/20	52877	19882	CELLCOM	428189	POOL IPAD - 846-2451: 4/21-5/20/2020	16	22-05-55420-226-000	315.80
07/20	07/10/20	52877	19882	CELLCOM	428189	POOL IPAD - 846-2452: 4/21-5/20/2020	17	22-05-55420-226-000	315.80
07/20	07/10/20	52877	19882	CELLCOM	428189	STREETS IPAD - 846-2453: 4/21-5/20/2020	18	10-03-53310-226-000	315.80
Total 52877:									1,772.09
Grand Totals:									389,923.93

Dated \_\_\_\_\_

Finance Committee Chairperson \_\_\_\_\_

Report Criteria:  
 Report type: GL detail

Report Criteria:

- Computed checks included
  - Manual checks included
  - Supplemental checks included
  - Termination checks included
  - Void checks included
- [Report]. Check Number = 50000-59999

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Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Description	GL Account	Amount
Grand Totals:			<u>0</u>					<u>.00</u>

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# REQUEST FOR CONSIDERATION

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<b>Public Mtg/Date:</b>	<b>Village Board – 7/20/2020</b>
<b>Description:</b>	<b>Crestwood Acres Neighborhood Reconstruction Engineering Services Contract</b>
<b>From:</b>	<b>Michael Wodalski, Director of Public Works Josh Swenson, Utility Superintendent</b>
<b>Question:</b>	<b>Should the Village Board award an Engineering Services Contract to AECOM for the Crestwood Acres Neighborhood Reconstruction Project in an amount of \$242,457?</b>

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## Background

The proposals for the Crestwood Acres Neighborhood Reconstruction Project were received on Monday, July 13. The proposals were sent out to 4 firms (AECOM, Becher Hoppe, Clark Dietz, and MSA). Staff received proposals from 3 of the firms with Clark Dietz electing to not submit a proposal. Proposals were evaluated on:

- 1) Project Understanding and Approach (35%);
- 2) Firm Background and Experience (20%);
- 3) Staff Background and Experience (20%);
- 4) Cost (25%);

All of the proposals were well written and covered the needs of the project. In rating the projects, all of the proposals were in the same range for scoring and it was not easy to select one that was far and away better than the others, which is to be expected.

The scoring of the proposals came out to be:

Overall Rankings			
Firm	Score	Cost	Est Hours
AECOM	9.6	\$ 242,457	2,553
MSA	9.4	\$ 255,153	2,823
Becher Hoppe	9.1	\$ 299,900	2,802

There was a slightly different approach taken with this project as Construction Services were asked for up front as opposed to past projects where only Design Cost was asked for. The purpose of doing this was to make sure decisions based on cost were taking the entire project into consideration and not just the design aspect.

With that being the case, the total cost of \$242,457 from AECOM was the lowest cost of the 3 firms. All of the firms are well qualified to perform the work and touched on the same scope aspects and potential hurdles of the project (high ground water, storm water requirements, etc.). The construction services were based on an estimated 900 hours for project oversight and construction staking requirements for the project.

# REQUEST FOR CONSIDERATION

In the Capital Improvement Plan, the total cost reserved for Engineering Services is \$327,700. Thus, all of the proposals are under the estimated cost.

The purpose of the project is to replace the aging utility infrastructure and upgrade the watermain size from the Everest Tower heading to the commercial area along Camp Phillips Rd. The streets in this area also suffer from the spring freeze/thaw cycle due to the underlying clay soils. The project will look to rectify that issue and provide a long-lasting pavement surface. The project will also need to account for the new storm water requirements from the DNR for the Wisconsin River Basin. AECOM had included up to 3 alternatives analysis for storm water treatment whereas MSA's proposal was based off of 1 alternative and if additional scenarios were to be looked at the work would be considered additional services.

With the scores on the previous page and cost received, Village staff is recommending the Engineering Contract be awarded to AECOM due to AECOM having a well written proposal, a good understanding of project scope and their firm having the lowest overall cost.

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**Attached Docs:** - RFP and Addendums #1 and #2

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**Committee Action:** - Committee discussed but did not take action as staff review of proposals was not completed at the time of the last meeting.

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**Fiscal Impact:** - The estimated CIP amount for Engineering Services is \$327,700 which AECOM is \$85,243 under. This cost is split between the General Fund, Water, Sanitary and Storm Water Utilities

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**Recommendation:** Staff recommends awarding the Engineering Services Contract to AECOM

## Recommended Language for Official Action

**I Move to award the Crestwood Acres Neighborhood Reconstruction Engineering Services Contract to AECOM in the amount of \$242,457.**

**Or, Something else**

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Additional action:



REQUEST FOR PROPOSALS  
FOR  
NEIGHBORHOOD STREET  
RECONSTRUCTION  
CRESTWOOD ACRES ADDITION

**Village of Weston, Wisconsin**

June 8, 2020

## INTRODUCTION

The Village of Weston desires assistance from a qualified consultant to prepare construction plans and bidding documents for a neighborhood reconstruction project.

This request for proposals is for design services related to the reconstruction of a residential neighborhood to include street, sanitary sewer, storm sewer, and water distribution system evaluation and design. The project consists of Randy Jay St, Rodney St, Kirk St, Douglas Ln, Robin St and E Everest Ave. The neighborhood is bounded by E Everest Ave to the South, Kirk St/Tower Ridge to the East, E Jelinek Ave to the North and Camp Phillips Rd (CR-X) to the West. These streets are currently a rural cross section with minimal drainage facilities. The current streets were built between 1969 and 1975 generally. The water main is Asbestos Cement and the sanitary sewer consists of ABS pipe. Soils in this area are generally clay with high ground water and rock present.

## SCOPE OF WORK

To provide prospective consultants some background on the proposed project, the following materials are attached: (\*.pdf files):

- GIS map of the neighborhood showing approximate location of utility mains with existing material and pipe size.
- As-Builts for existing sanitary sewer, storm sewer and watermain:  
<https://westonwi.gov/DocumentCenter/View/7464/Crestwood-Acres-Addition-As-Builts>

In general, the consultant shall complete the design documents to reconstruct the roadway, water main, sanitary sewer, surface drainage and storm sewer within the project area. The project will include complete replacement of existing watermain with Ductile Iron main as well as sanitary sewer main replacement. Watermain sizing will stay the same except for on E Everest Ave where a 12-inch main will be installed to replace the existing 6-inch. A storm water management plan for the area will need to be developed to best handle the high ground water problem and ensure street sections are designed to minimize water impact during the freeze/thaw cycle in the spring which these roads are extremely susceptible to.

The total project length is estimated at 5,545 feet. As part of the stormwater analysis, the typical section of the project will be determined. The right of way on the streets within the project area varies from 55 feet to 66 feet depending on the road thus, multiple typical sections may need to be created to account for the differing Right-of-Way widths. Per current Village codes, streets will need to be designed with sidewalk on both sides of all streets and connect to the existing sidewalk at Camp Phillips Rd and Douglas Ln, E Everest Ave/Barbican Ave and Robin St, and near the Tower Ridge Dr/E Everest Ave intersection. Street termini with E Jelinek Ave shall also be setup to connect to future sidewalk planned on E Jelinek in the near future.

The specific tasks for the project are listed below. The result of these tasks will be complete final construction plans and specifications. The consultant will also manage the bidding phase of the project.

1. Field, Topographic Survey, Base Map
  - a. Consultant shall contact Digger's Hotline for a list and location of utilities in the area and survey for as-built locations including the establishment of sufficient detail

for possible conflicts and/or relocations. Field surveys will need to be completed to establish accurate drainage design, earth work quantities, construction boundaries, centerline roadway design, driveway improvements and utility reconstruction at a minimum.

- b. A base map shall be developed based on the information obtained from the field survey. The consultant will be responsible for setting bench mark data and horizontal control points for future project use. The survey will include locating existing property irons along the entire project to determine property lines, locate existing section corner monuments and obtain property ownership data. The right-of-way will be shown throughout the project area.
2. Project Management and Coordination
- a. The Consultant shall ensure an efficient and coordinated project development process, the delivery of a high-quality product and development of the project components within budget and on schedule.
  - b. The consultant shall conduct one operational planning meeting to acquaint the Village, utilities and other potentially affected parties, based on the Village's concurrence with the concepts and probable impacts of the project. The Consultant shall prepare all exhibits and handouts to conduct the meeting. The Village will select the site for the meeting and assist with coordinating the time for the meeting. The Consultant shall prepare and send the notices to affected parties.
  - c. The Consultant shall participate in at least one Public Information Meeting with the residents in the project area. Consultant shall prepare all exhibits and handouts for this meeting.
  - d. The Village will be responsible for notifying residents and coordinating any meetings related to special assessments.
  - e. Consultant shall at a minimum conduct and attend one preliminary design meeting and one final design meeting with the Village of Weston.
  - f. The Consultant shall research and coordinate with other agencies such as, Wisconsin Public Service Corp., etc. to obtain necessary drawings or as-built plans. Coordinate all proposed project impacts with corresponding local utility companies. Consultant shall conduct one utility coordination meeting inviting all utilities and/or services such as refuse, postal service, etc. to the meeting. Utility review and feedback of the utility meeting and project plans will be used in the final design of the project. This would include the development of any special requirements in the specifications or specific details in the project plans to aid in the bidding process.
  - g. Describe the number of meetings and types of meetings that you recommend in your scope of work, if any, that are not included above.
3. Preliminary Design – Prepare preliminary construction plans consisting of the following:
- a. Title Sheet
  - b. Typical Sections and General Notes
  - c. Plan and Profile Sheets
  - d. Water Main & Sanitary Sewer Plan
  - e. Storm Sewer Plan
  - f. Cross Sections
  - g. Erosion Control Plan
  - h. Project Overview – Single Sheet Schematic Drawing showing project limits.

4. Geotechnical Investigation – Include soil borings to establish sub grade conditions, ground water elevations and pavement design parameters. From existing as-builts, there appears to be rock present along Douglas Ln in areas near Camp Phillips as well as closer to Kirk St. This information will be helpful in determining potential dewatering and blasting requirements for the project.
5. Permitting – Conduct coordination with the Wisconsin Department of Natural Resources (DNR) and other regulatory agencies as required.
  - a. Apply for applicable permits required by DNR for storm water discharge NR151/216 compliance including a storm water management plan.
  - b. Sanitary sewer coordination with DNR, Marathon County and Rib Mountain Metropolitan Sewerage District shall be conducted to apply for applicable approvals.
  - c. Water main extension approval applications showing fire flow levels for improvements to the piping network shall be coordinated with DNR.

Further design requirements by these agencies or environmental approvals beyond state agencies, such as the Army Corp of Engineers, etc. shall be deemed Extra Services if mandated.

6. Final Design – Prepare final construction plans consisting of the following sheets:
  - a. Title Sheet
  - b. Project Overview – Single Sheet Schematic Drawing showing limits of the project
  - c. Typical Cross Section and General Notes Sheet
  - d. Details
  - e. Storm Sewer Plans
  - f. Water Main & Sanitary Sewer Plans
  - g. Erosion Control Plan
  - h. Pavement Marking Plan
  - i. Plan and Profile sheets (1" = 20' scale)
  - j. Cross Sections
7. Specifications, Quantities, Estimate, Bid documents – Prepare construction specifications and bidding documents utilizing standard specifications for the Village of Weston and applicable Standard Specifications for Sewer and Water Construction in Wisconsin and Wisconsin Department of Transportation Standard Specifications for Highway and Structure Construction, recent Editions. Quantities for applicable bid items shall be taken off of the final plan for bidding and inserted into the bid form. Schedules for storm sewer shall be generated and inserted into the project plans. Consultant shall prepare an opinion of probable construction costs. The opinion of probable construction costs shall utilize average bid prices from similar type and size projects in the area.
8. Bidding Services – The consultant shall
  - a. Prepare and submit advertisements for bids to the Wausau Daily Herald
  - b. Review prequalifications and make recommendations to the Village
  - c. Conduct the bid opening
  - d. Check contractors bidding calculations
  - e. Prepare bid tabulation of contractors' bids
  - f. Make a recommendation of award to the Village
  - g. Prepare contract documents and submit to contractor and the Village for execution

Construction Services will be determined at a future time and those services are not part of the scope of work for this proposal.

## **SCHEDULE FOR DELIVERABLES**

Consultants are asked to propose the project schedule for a 2021 calendar year construction.

## **PROJECT PROPOSAL**

The proposal should describe your firm's experience and capabilities to provide design and bidding services for the project. Your proposal should provide sufficient information to the Village to determine your firm's capabilities to provide the required deliverables. The proposal must include the following minimum information:

- 1) Firm name, address, telephone number and contact person.
- 2) A statement of interest and qualifications for this project.
- 3) A description of your project understanding and your firm's approach to the tasks identified. Include any concerns regarding permits, data, etc., required to provide the deliverables for this project. Any concerns your firm would have with the proposed schedule for deliverables should also be identified.
- 4) Discussion of your firm's specific abilities and expertise to provide the required professional services and qualifications related to the project requirements.
- 5) The proposed project manager and key personnel who would have a significant role on this project team, including detailed resumes. Clearly identify sub-consultants, if proposed, with similar information. If sub-consultants are proposed explain the intended working relationship and responsibilities of each firm.
- 6) Examples of specific knowledge, expertise, and project management experience related to this type of project.
- 7) Descriptions of not more than 3 related/similar projects completed by your firm for other owners. Reference information must include:
  - a) Name of owner
  - b) Project name
  - c) Brief Description of your firm's involvement
  - d) Contact Person
  - e) Address (including e-mail if applicable)
  - f) Telephone number
  - g) Your firm's key personnel involved with the referenced project.
- 8) Project Cost Breakdown
  - a) For each section identified in the Project Scope, list the estimated hours and estimated cost to complete each of those tasks.

## PROPOSAL SUBMITTALS

1. Any restrictions on the use of data contained within a proposal must be clearly stated in the proposal itself. Non-disclosure cannot be guaranteed after the selection stage of this procurement due to public records law considerations.
2. Submit an electronic copy of the proposal to the individual specified in item 3 below.
3. Proposals shall be received by **4:00 p.m. Wednesday, July 8, 2020 and sent to:**

Michael Wodalski, P.E.,  
Director of Public Works  
Village of Weston  
[mwodalski@westonwi.gov](mailto:mwodalski@westonwi.gov)  
5500 Schofield Avenue  
Weston, WI 54476

Proposals received after the above stated day and time will **NOT** be accepted. Actual receipt by said time is required.

4. Only written questions concerning the project will be accepted. Questions must be directed to the address above. Written answers to all questions will be provided to all firms solicited for the project, provided they are received no later than 5:00 P.M. on July 3, 2020. Questions received after July 3 will not be answered. Addendums will be sent out on Monday's following questions the week prior with the final Addendum to be issued on Monday, July 6, 2020.

## CONSULTANT SELECTION

Proposals will be reviewed and evaluated by a Consultant Selection Committee comprised of three representatives of the Village of Weston. Consultants will be ranked in order of preference based on their proposal and supplementary information gathered via telephone and/or e-mail. The Consultant Selection Committee will consider the following criteria in evaluation of the proposals

1. Consultant's understanding of and approach to this project (35%)
2. Related project experience/qualifications of the firm (20%)
3. Related project experience for the assigned personnel (20%)
4. Cost (25%)

## SELECTION PROCESS CALENDAR

The anticipated calendar for the selection process is as follows:

July 8, 2020 – proposals received.

July 13, 2020 –discussed with the Public Works and Utility Committee

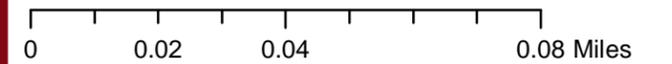
July 20, 2020 – contract awarded by Village Board



Map Date: 6/8/2020  
Adoption Date (Village): N/A



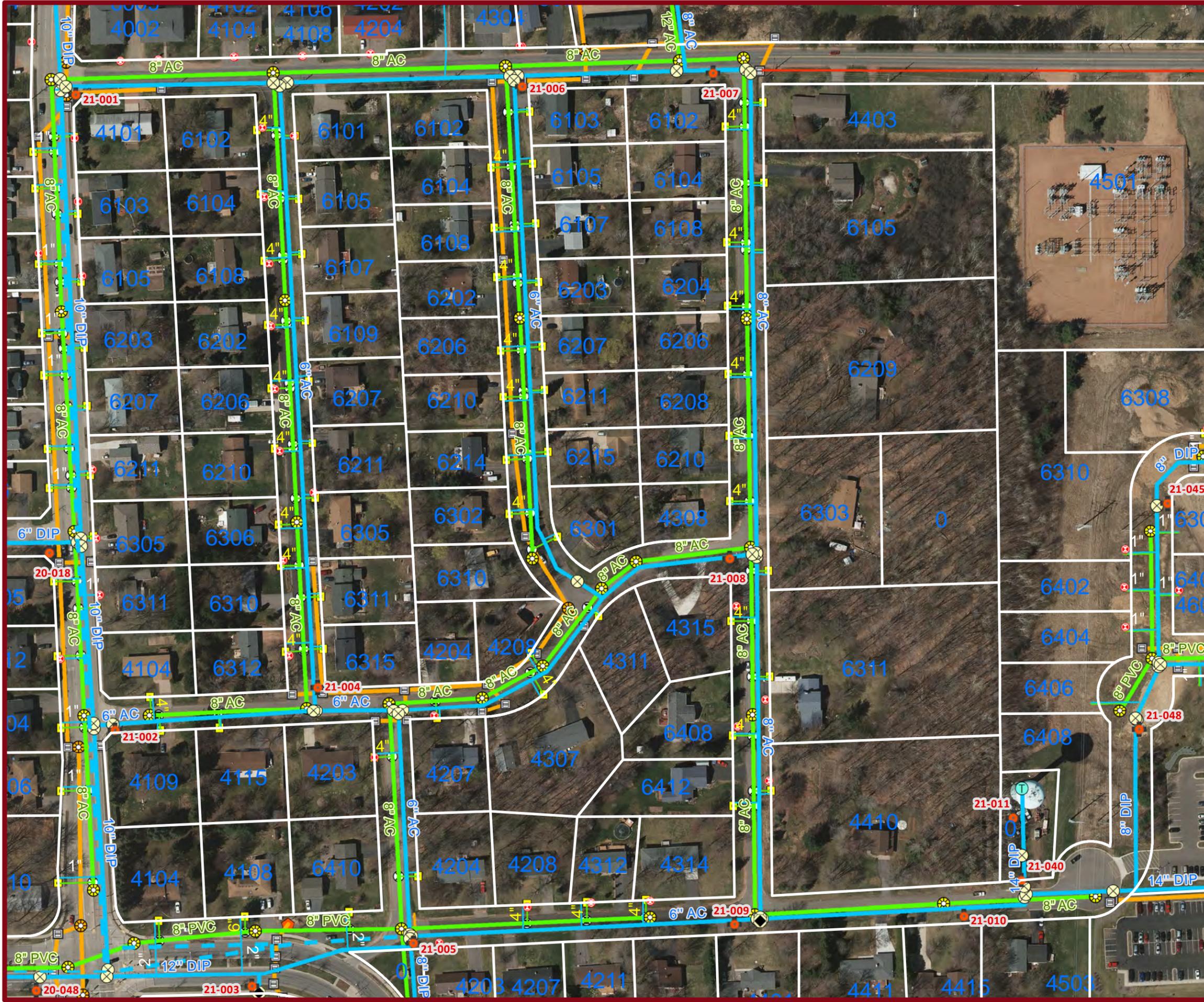
Map by the Village of Weston Public Works, Utilities,  
& Technology Services Department



## Crestwood Acres Utility Overview Map

### Legend

- |   |  |
|---|--|
| <ul style="list-style-type: none"> <li> Water Abandoned Points</li> <li> Water Abandoned Lines</li> <li> Water Construction Lines</li> <li> Water Test Stations</li> <li> Water Hydrants</li> <li> Water Pumps</li> <li> &lt;other values&gt;</li> <li> Treatment Plant</li> <li> Enclosed Storage Facility</li> <li> Weston.DBO.CurbStopGPS</li> <li> &lt;other values&gt;</li> <li> Ball</li> <li> Butterfly</li> <li> Cone</li> <li> Gate</li> <li> Plug</li> <li> Water Mains</li> <li> Water Lateral Lines</li> <li> Water Casings</li> <li> Water Structures</li> <li> Sewer Manholes</li> <li> Sewer Gravity Mains</li> <li> Sewer Pressurized Mains</li> <li> Abandoned Sewer Line</li> <li> Sewer Lateral Lines</li> </ul> | <h4>Sewer Network Structures</h4> <p>Structure Type</p> <ul style="list-style-type: none"> <li> Discharge Structure</li> <li> Diversion Chamber</li> <li> Diversion Point</li> <li> Junction Chamber</li> <li> Lift Station</li> <li> Production Well</li> <li> Pump Station</li> <li> Split Manhole</li> <li> Storage Basin</li> <li> Tide Chamber</li> <li> Treatment Plant</li> <li> Sewer System Valves</li> <li> Sewer Clean Outs</li> <li> Sewer Taps</li> <li> Sewer Service Connections</li> <li> Sewer Casings</li> <li> Storm Inlets</li> <li> Storm Manholes</li> <li> Storm Gravity Mains</li> <li> Storm Culverts</li> <li> Storm Lateral</li> <li> Storm Clean Outs</li> <li> Storm System Valves</li> <li> Storm Detention Areas</li> </ul> |
|---|--|



**ADDENDUM #1**



REQUEST FOR PROPOSALS  
FOR  
NEIGHBORHOOD STREET  
RECONSTRUCTION  
CRESTWOOD ACRES ADDITION

**Village of Weston, Wisconsin**

July 3, 2020

## **BACKGROUND**

The following questions and scope clarifications have been submitted to date.

## **PROPOSAL DUE DATE**

Due to the increased scope of work, Proposals will not be due until **Monday, July 13, 2020 at 4pm.**

Additional questions related to the Additional Scope for Construction Services shall be submitted by 4pm on Wednesday, July 8<sup>th</sup> with an Addendum, if necessary, sent out by noon on Thursday, July 9<sup>th</sup>.

## **ADDITIONAL PROPOSAL SCOPE**

Please include the following Scope of Services with the proposal including estimated hours and cost for each line item (excluding item 7 Construction Staking). For project duration, assume an 18-week construction schedule:

Construction Services:

- Include a Scope of Services to include the following items for Construction Services:
  - 1) Meetings (including meeting minutes and distribution)
    - a. Preconstruction Meeting
    - b. Weekly Progress Meetings
    - c. Punch List Meeting – Walkthrough
    - d. Final Payment Meeting
  - 2) Construction Administration
    - a. Review Construction Plans for Compliance with Design
    - b. Submittals Log and Review
    - c. Submittals Comparison to Delivered Materials
    - d. Substitutions and Or-equal Review
    - e. Monthly pay request reviews to verify quantities prior to processing payments
    - f. Change Order Preparation
    - g. Work Change Directives Preparation
  - 3) Erosion Control Inspections and Reports
    - a. Weekly or after 1/2 inch of precipitation
    - b. Erosion Control Plan – Field Copy Redlines (in addition to contractor's requirements)
  - 4) Full-Time, On-site Project Representation
    - a. Maintain a daily report of activities, labor, quantities and communication.
    - b. Maintain a daily photolog
    - c. Submit daily reports and photologs to the Village on Tuesday the following week

- d. Coordinate with appropriate Village staff on activities and schedule
  - e. Obtain field measurements for use in record drawings
  - f. Prepare a punch list and conduct final inspection
  - g. Monitor Traffic Control (Traffic Control Plan provided by contractor)
  - h. Keep residents informed as questions arise
  - i. Ensure contractor is providing necessary notification to residents related to driveway access, refuse/recycling pickup, mail location, etc.
- 5) Record Drawings – Provide record drawings with exact location of service laterals, invert depths, pipe lengths and utility configurations as installed.
- 6) Material Testing:
- a. Concrete Tests shall be performed at the following frequencies:
    - i. Slump – Every other load
    - ii. Air Content – Every other load
    - iii. Cylinders – 1 set every 75 Cubic Yards. Cylinders to be tested at 7 and 28 days of cure time.
  - b. Asphalt Tests: Compaction of asphaltic pavement shall be done with a nuclear density gauge for every 150 tons of asphalt placed per asphalt layer. (i.e. there would be 5 tests for 750 tons of asphalt placed)
  - c. Base Courses: Testing of base course will be done utilizing the Modified Proctor approach. One compaction test shall be completed for every 50 feet of placed base course.
- 7) Construction Staking:
- a. Provide vertical and horizontal control and vertical and horizontal alignment for the project.
  - b. Provide stationing/offset and hubs at 50' stations on each side of the right-of-way.
  - c. Provide staking for sanitary sewer, water main and storm sewer as requested by the contractor.
  - d. Provide base grade and top of gravel grade staking as requested by the contractor.
  - e. Provide curb and gutter staking as requested by the contractor.
  - f. Maintain records regarding vertical and horizontal alignment of constructed bid items.

**\*NOTE:** It is understood that costs for construction staking can be difficult to determine as the degree to which services are rendered is based on the need of the contractor. If a contractor chooses to utilize GPS on their equipment, that would potentially reduce the need for as much off-set staking, but regular checks should be made to ensure bid items are being installed in the correct location. For the sake of the RFP, include anticipated scope/experience with Construction Staking, but a cost estimate for this portion of the work does not need to be submitted.

## QUESTIONS

1. *There is a single 30-inch reinforced concrete pipe conveying runoff from the Crestwood Acres neighborhood, and it is discharging to what appears to be the Green Acres (Stillwater Landing) Mobile Home Park retention pond according to the as-built drawings provided. Does the Village know if this pond was designed for the entire Crestwood Acres neighborhood? Will the hydraulic design calculations be available for review if selected for the project?*

**Response: The Village does not have a specific hydraulic design for the pond within the Mobile Home park. From past experience, the pond has not had issues with receiving water from the subdivision, thus any future storm water design shall be made to meet the existing runoff rate of the neighborhood.**

2. *No as-builts appeared to show the entire storm sewer system on Camp Phillips Road (CTH X) except for one area drain connection on the south side of East Jelinek. Does the Village have any knowledge regarding if any drainage from the Crestwood Acres neighborhood was planned to enter the Camp Phillips Road storm sewer system?*

**Response: Topographically it does not appear water would naturally drain towards Camp Phillips Road, thus it is unlikely drainage was planned to go to Camp Phillips Rd directly. It is expected that water will still be diverted north to the Mobile Home Park pond as stated in Question 1 above.**

3. *There is either a 24- or 30-inch culvert that crosses East Jelinek Avenue between Kirk and Rodney St. Is the culvert abandoned or should it be incorporated into the project since no work is planned for East Jelinek at this time? Is there a drainage easement for the water running to this culvert behind all the properties along the east side of Rodney St and the west side of Kirk St?*

**Response: The GIS map at this location is misleading as there are not inlets leading to a pipe, but rather the large culvert draining water south to north. This culvert should be planned into the drainage design for the neighborhood. There is not a current drainage easement for the backyards of the properties in place.**

4. *We have reviewed the WISLR database and could not identify a street to be reconstructed that had a ROW less than 60 feet. Could you provide the street that has a 55-foot ROW width?*

- a. *If there is a street with a 55-foot ROW width, according to Sec. 70.109, the Village requires that all streets have a 66 foot ROW width, given these existing streets have widths varying from 55 to 66 feet, will the Village be looking to maintain existing ROW widths, as suggested in the RFP by having different typical sections, or will the Village possibly purchase ROW to obtain the 66 feet of ROW requirement for new streets?*

- b. *If sidewalk will be required on both sides and ROW happens to be less than 60-feet on a particular street, will a roadway narrower than 24-feet be allowed by the Village?*

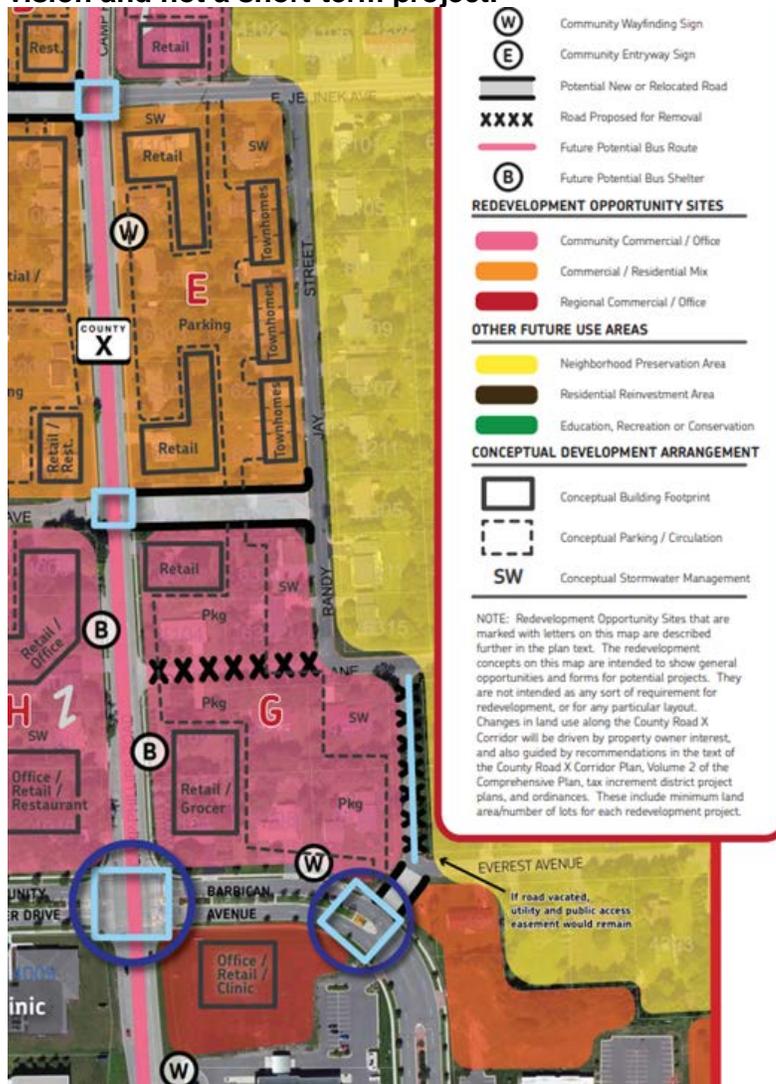
**Response: The street that appears to have a 55-foot ROW is Douglas Ln west of Robin St according to GIS data. The subdivision plat however identifies this area as a 60-foot ROW. Village staff will be following up with Marathon County Land Records to verify actual ROW width in this area as it appears it should be 60 feet.**

- a. **If the ROW is only 55-feet, the Village would not look to purchase ROW at this time as it is an existing street. Thus, varying typical sections may be utilized to fit within existing ROWs.**

b. If the ROW is less than 60 feet, the compromise would likely be to narrow up the terrace area between the street and the sidewalk as much as possible, but not to make the street narrower than 24-feet. This would tie into a) above where a different typical section may need to be used.

5. Should any planning be included to discuss improvements related to the neighborhood to best align with the future based on the County Road X Corridor Plan? This question is in direct relation to the development concept portrayed in Map 4 on page 42 as displayed below. Suggestions would include the Village making exceptions to constructing sidewalk, curb and gutter, or storm sewer on streets that may be removed in the future.

**Response:** There is not any planning required at this time for potential development related to the County Road X Corridor Plan. If the closing of Douglas Ln were to happen, a utility easement would still be preserved for existing services. There is also no set timeframe on development along the corridor as this is a long-term vision and not a short-term project.



END OF ADDENDUM #1

**ADDENDUM #2**



REQUEST FOR PROPOSALS  
FOR  
NEIGHBORHOOD STREET  
RECONSTRUCTION  
CRESTWOOD ACRES ADDITION

**Village of Weston, Wisconsin**

July 7, 2020

## BACKGROUND

The following questions and scope clarifications have been submitted to date.

## QUESTIONS

1. *You indicated 18 weeks of construction; would it be possible to provide what the estimated hours are so there is no guessing between consultants?*

**Response: Yes, in lieu of the 18 weeks of construction time, please utilize 900 hours. Please also provide an hourly rate for construction services beyond the estimated hours on a Time and Materials basis.**

2. *You indicated that the base course will need a test every 50ft placed and this would require excessive staffing for 110 tests on the entire project. Is this what Weston wants?*

**Response: This was a typo, it should be a base course test every 250 feet, not 50. Utilizing a project length of 5,545 LF, this would equate to 22 base course compaction tests.**

3. *Generally Construction staking is needed for all the utility work and the only savings you may see if the contractor has machine guidance is in the ditch grading, blue tops (subgrade) and red tops (base) for the project and that also depends on the amount of tree cover. I think it would be in the best interest of Weston to assume the entire project will need staking and that the item will be de-scoped if the contractor plans to utilize GPS machine guidance.*

**Response: The Village agrees with this sentiment and as such, consultants shall provide an estimate for hours and cost for construction staking for the project. As stated in the original RFP, the estimated project length is 5,545 LF. If there are any caveats the consultant wants to note, please do so with your submittal.**

4. *Could you clarify the way you would like to see construction services scoped? Generally, we propose to clients a lump sum contract for the construction administration services which includes staking and construction observation as a time and materials estimated fee. We have also proposed all construction services would be estimated fee based on time and materials. Although the original RFP does not specifically state it, I assume design and bidding are being proposed as lump sum services as in previous proposals.*

**Response: Due to the changes in construction staking as is noted in Item 3 above, a lump sum to not exceed contract for construction administration services to include construction staking and construction observation is expected based on the estimated construction time. If the amount of time or the scope of the work changes significantly during construction an addendum to the contract for construction services will be made.**

**It is the correct assumption that design and bidding services are to be proposed as lump sum services as in previous proposals. Again, construction services are being based on a project that is 5,545 LF in length and an estimated 900 hours of construction observation. If the scope of that work were to change, an appropriate amendment to the construction services contract will be made.**

5. *Material Testing – Can the Village elaborate on the material testing for slump and air content? Similar to cylinders, which has a test every 75 CY, could the Village define Slump*

*and Air Content testing every 10, 15, 20 CY, etc? Depending on the day and the amount of work, the contractor may choose to run smaller loads or full loads as this is controlled by the contractor and its subs. Would the Village be willing to assign a volume with a +/- variance for each of these tests? An example to consider is if concrete is slip-formed, it will be difficult for on field engineer to keep up with this required amount of testing.*

**Response: A slump and air test shall be performed for every 20 CY of concrete placed.**

6. *Material Testing – Can the Village confirm if the materials for Base Course and Concrete Testing will be collected and tested by the consultant selected or does the Village have a separate general services agreement with a certified testing lab or consultant to perform the actual proctor and cylinder breaks for the materials “collected” during construction? Please confirm if the consultant selected for this RFP will be responsible for both material collection and testing or if they consultant will be responsible for only the collection. Slump, air content and nuclear density are tests typically completed in the field and are expected to be completed by the selected consultant for this RFP.*

**Response: The Village does not have a separate general services agreement with a certified testing lab. The expectation is the selected consultant will either be able to self-perform the necessary tests or will contract those services out to a testing agency. The consultant and/or their subconsultant will be responsible for both material collection and testing. Field tests will also be the responsibility of the consultant and/or their subconsultant.**

**END OF ADDENDUM #2**

# REQUEST FOR CONSIDERATION

<b>Public Mtg/Date:</b>	Board of Trustees, July 20, 2020
<b>Description:</b>	Ordinance No. 20-008: An Ordinance to Approve the Rezoning of 4707 Camp Phillips Rd from GI General Industrial to INT Institutional & 4106 Ross Ave & 4204 Ross Ave from MF Multiple-Family Residential to INT Institutional.
<b>From:</b>	Jennifer Higgins, Director of Planning and Development
<b>Question:</b>	Should the Board of Trustees approve the Plan Commission recommendation to adopt an ordinance to rezone the three parcels in preparation for the new Municipal Center to be built there?

## BACKGROUND

The three properties were purchased by the Village Board earlier this year. The plan for the site is to combine them together via CSM and construct the new municipal center at this location.

<b>Attached Docs:</b>	Draft Determination, Draft Ordinance No. 20-008, and Current Zoning Map
<b>Committee Action:</b>	Plan Commission held a public hearing on 6/8/20. No one spoke in support or in opposition. The PC recommended approval.
<b>Fiscal Impact:</b>	TBD.
<b>Recommendation:</b>	Director and PC recommends approval. Please note, the item can only be acted on if the Comprehensive Plan Map Amendment earlier on in the agenda is approved.

## RECOMMENDED LANGUAGE FOR OFFICIAL ACTION

**I move to approve the rezone request through the adoption of Ordinance No. 20-008, as requested by the applicant.**

<b>ADDITIONAL ACTION:</b>	Publication of Ordinance in Wausau Daily Herald (Staff) Change made to the zoning map (Staff) Site Plan Review (Plan Commission) State Building Plan Approvals (Applicant) Building Permit Issuance (Staff)
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Application for Rezone  
**REZONE DETERMINATION BY THE VILLAGE OF WESTON  
PLAN COMMISSION**

Application/Petition No.: **20200161** Hearing Date: **June 8, 2020**  
Applicant: **Village of Weston**  
Property Location: **4707 Camp Phillips Rd, 4106 & 4204 Ross Avenue**  
Property Owner: **Village of Weston**  
Description: **A rezoning of 3 lots from GI General Industrial and MF Multiple Family Residential to INT Institutional to allow for the parcels to be combined to allow for construction of the future municipal center.**

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

**GENERAL INFORMATION:**

Current Zoning: **GI General Industrial**  
Definition: 94.2.02(3)(g) The GI district accommodates a range of manufacturing, assembling, fabrication and processing, bulk handling, storage, warehousing, trucking, and utility uses. The uses associated with this district may have significant off-site impacts such as heavy truck traffic, noise, and odors. Development within this district is served by public sanitary sewer and water services. This district is intended for mapping in limited areas planned for industrial uses within the Comprehensive Plan, at the Village’s discretion. (Predecessor district: M1 Manufacturing and warehousing)

Current Zoning **MF Multiple Family Residential**  
Definition: 94.2.02(2)(d) The MF district accommodates a range of housing types, including multiple family residences (e.g., townhouses, apartment buildings, multiplexes), two family residences, and single-family residences, along with compatible institutional and recreational uses. Development within this district is served by public sanitary sewer and water services, and roadways with an urban cross section (e.g., curbs, storm sewer). The MF district is intended for areas planned for multiple family residential development, or portions of areas planned for neighborhood development at the Village’s discretion, within the Comprehensive Plan.

Proposed Zoning **INT Institutional**  
Definition: 94.2.02(3)(a) The INT district enables a range of public, semi-public, educational, religious, and other “gathering” type uses generally intended for non-commercial purposes, subject to performance standards to ensure compatibility between institutional uses and surrounding uses, zoning districts, and infrastructure. Development within this district is generally served by public sanitary sewer and water services, and roadways with an urban cross section (e.g., curbs, storm sewer). The INT district is intended for areas planned for public/quasi-public uses within the Comprehensive Plan, and for other non-residential, non-agricultural use. (Predecessor district: PUL Public and Utility Lands; OIP Institutional and Public Service overlay)

Future Land Use 1: **Institutional**  
FLU Description: **A range of public, semi-public, educational, religious, and other “gathering” type uses generally intended for non-commercial purposes, generally served by a public sanitary sewer system.**

**Typical Implementing Zoning Districts:**

- INT Institutional
- For institutional uses that are smaller scale or nestled in other non-residential areas, other zoning districts may be appropriate.

**Development Policies:**

1. Meet associated non-residential building and site design standards per zoning ordinance.
2. Require developments to address off-site traffic, environmental, and neighborhood impacts.

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

- Minimum new lot size of 30,000 square feet, though larger scale institutional uses may require considerably more area.

**DETERMINATION:**

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

**Yes, the BOT are also looking at a comprehensive plan future land use map amendment for this site. It will be approved prior to the rezone request being approved.**

2. Does the rezoning further the purpose and intent of this Chapter?

**Yes, the purpose and intent of the zoning code is being upheld to the standards intended.**

3. Does rezoning address any of the following that are not properly addressed on the current Official Zoning Map?

1. A mistake was made in mapping on the Official Zoning Map. That is, an area is or has developed in a manner and purpose different from that for which it is mapped. If this reason is cited, it must be demonstrated that the discussed inconsistency between actual land use and designated zoning is not intended, as the Village may intend to stop an undesirable land use pattern from being perpetuated.

2. **Factors have changed, such as the availability of new data, the presence of new roads or other infrastructure, additional development, annexation, or other zoning changes, making the subject property more appropriate for a different zoning district.**

3. Growth patterns or rates have changed, thereby creating the need for a rezoning.

**Yes, the Village purchased the property earlier this year for the use as a then municipal center facility site.**

4. Does the proposed zoning district maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property?

**Yes.**

**BACKGROUND INFORMATION:**

The 3 properties were purchased by the Village Board earlier this year. The plan for the site is to combine them together via CSM and construct the new municipal center at this location.

**CURRENT PROPERTY CONDITIONS:**

One of the properties has the old G&B Produce Building on it. The other two lots, located on Ross Ave, are undeveloped.

**STAFF RECOMMENDATION:**

Staff recommends approval as long as the comprehensive plan amendment is approved earlier on the agenda.

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

- 1) **RECOMMEND APPROVAL:** Plan Commission recommends approval of the rezone request and forwards the recommendation on to the Village Board 7/20/2020 meeting agenda.

- 2) **RECOMMEND DENIAL:** Plan Commission recommends denial of the rezone request and forwards the recommendation on to the Village Board 7/20/2020 meeting agenda.
- 3) **NO RECOMMENDATION:** Plan Commission takes no action and the request moves on to the Village Board 7/20/2020 meeting agenda.
- 4) **DEFER ACTION:** Plan Commission can defer action until the next meeting date. The Plan Commission has 45 days following the public hearing per code to take action.

**ACTION:**

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**Plan Commission Determination on 6/8/2020:**

**RECOMMEND APPROVAL**

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

- 1) Board approves the rezone request per the PC recommendation by adopting Ord. No. 20-008 as written. (simple majority required)
- 2) Board approves the rezone request with modifications to Ord. No. 20-008 – Sec. 94.16.03(8)(b) Requires affirmative vote of  $\frac{3}{4}$  or greater of the full Village Board.
- 3) Board denies the rezone request. – Sec. 94.16.03(8)(b) Requires affirmative vote of  $\frac{3}{4}$  or greater of the full Village Board.

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**Board of Trustees Determination on 7/20/2020:**

**APPROVE / DENY**

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**VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN**

**ORDINANCE NO. 20-008**

**AN ORDINANCE TO APPROVE THE REZONING OF 4707 CAMP PHILLIPS RD FROM GI GENERAL INDUSTRIAL TO INT INSTITUTIONAL & 4106 ROSS AVE & 4204 ROSS AVE FROM MF MULTIPLE-FAMILY RESIDENTIAL TO INT INSTITUTIONAL.**

WHEREAS, the Plan Commission of the Village of Weston having held a public hearing on the 8<sup>th</sup> day of June 2020, on the application described below for the zoning of the property described herein; and

WHEREAS, the Plan Commission having thereafter filed its written recommendations and findings with the Village Board, and the said Board having received and approved the recommendation of said Commission;

NOW THEREFORE, the Village Board of the Village of Weston do ordain as follows:

**SECTION 1:** On the application (20200161) of property owners, Village of Weston, for the following territory now comprising a part of the GI General Industrial Lot Zoning District and MF Multiple Family Residential Zoning District, located in Section 16, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin, is hereby designated to be and become hereafter part of the following zoning district:

**INT Institutional** – Parcel 1 of Certified Survey Map Number 6043, recorded in Volume 22 of Certified Survey Maps on Page 121, of Parcel 2 and part of Parcel 1 of Certified Survey Map Number 6044 recorded in Volume 22 of Certified Survey Maps on Page 122 located in the Northwest  $\frac{1}{4}$  of the Northwest  $\frac{1}{4}$  and the Southwest  $\frac{1}{4}$  of the Northwest  $\frac{1}{4}$  of Section 16, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin. These parcels are also identified as PINs 192 2808 162 0971, 192 2808 162 0970 and 192 2808 162 0969.

BE IT FURTHER RESOLVED that the foregoing amendment to the zoning district designations shall take effect only upon publication of this ordinance. If the rezoning of any lands by this Ordinance does not take effect within 180 days of the date hereof, this Ordinance shall become null and void and the zoning for such lands shall remain unchanged.

**SECTION 2:** The Zoning Administrator shall make necessary alterations upon the official map of the Village of Weston to reflect the changes in the zoning classifications of the property described herein.

**SECTION 3: SEVERABILITY.** If any section, clause, provision, or portion of this Ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby. If an application of this Ordinance to a particular structure, land, or water is adjudged unconstitutional or invalid by a court of competent jurisdiction, such judgment shall not be applicable to any other structure, land, or water not specifically included in said judgment. If any requirement or limitation attached to an authorization given under this Ordinance is found invalid, it shall be presumed that the authorization would not have been granted without the requirement or limitation and, therefore, said authorization shall also be invalid.

Any other ordinances whose terms are in conflict with the provisions of this ordinance are hereby repealed as to those terms that conflict.

SECTION 4: EFFECTIVE DATE. This ordinance shall take effect upon approval and publication.

Dated the 20<sup>th</sup> day of July 2020.

BOARD OF TRUSTEES

By: \_\_\_\_\_, its President

Attest:

\_\_\_\_\_  
Sherry Weinkauf, its Clerk

APPROVED: \_\_\_\_\_

PUBLISHED: \_\_\_\_\_

# Village of Weston Marathon County, WI



## OFFICIAL ZONING MAP



Map Date: 5/21/2020  
Adoption Date: 2/21/2019



### LEGEND

4707 Camp Phillips Rd & 4106, 4204 Ross Ave

### MUNICIPAL FEATURES

Village of Weston Incorporated Boundary

Right-of-Way

### WELLHEAD PROTECTION OVERLAY

Zone B 5-Year Municipal Well Recharge Area

### ZONING DISTRICTS

PR - Parks and Recreation

RR-5 - Rural Residential-5 Acre

SF-L - Single Family Residential-Large Lot

SF-S - Single Family Residential-Small Lot

MF - Multiple Family Residential

INT - Institutional

B-3 - General Business

LI - Limited Industrial

GI - General Industrial

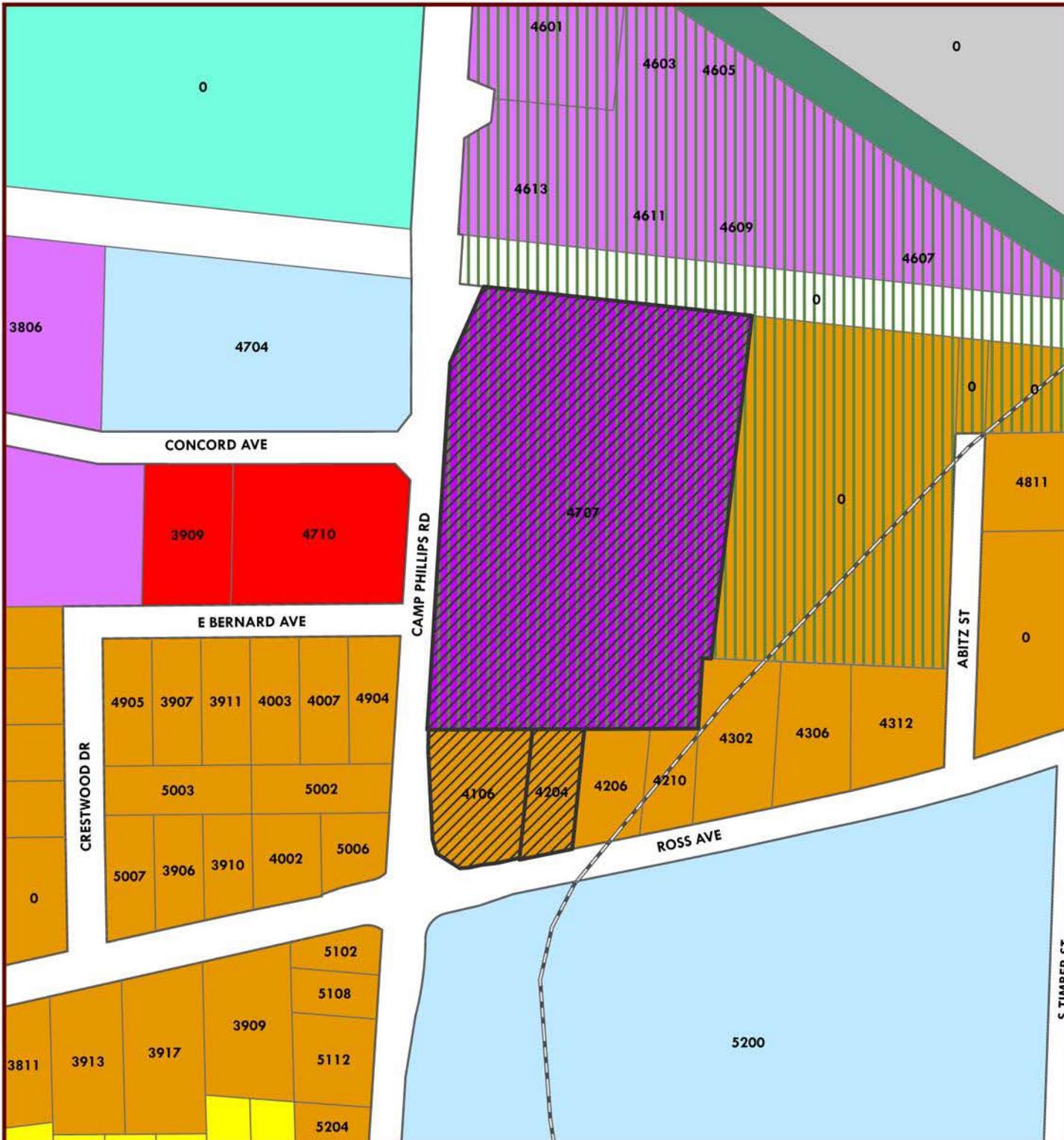
### Overlay Districts

D-CO

D-R

D-RT

D-WM



# REQUEST FOR CONSIDERATION

<b>Public Mtg/Date:</b>	Board of Trustees, July 20, 2020
<b>Description:</b>	Ordinance No. 20-009: An Ordinance to Approve the Rezoning of a 5.38 Acre And 14.13 Acre Lots Along Weston Avenue Between Zinser St and Progress Way from AR Agriculture And Residential To LI Limited Industrial.
<b>From:</b>	Jennifer Higgins, Director of Planning and Development
<b>Question:</b>	Should the Board of Trustees approve the Plan Commission recommendation to adopt an ordinance to rezone the requested parcels near Business Park South?

## BACKGROUND

This is the location of the property owned by the Village and referred to as the Mashuda property. It had been slated to be an outdoor sports complex however, the Board has since changed direction on this and has recently directed staff to market the land for business park property. In order to do this, staff has requested a comprehensive plan future land use map amendment and rezone for the properties to an industrial use and compatible industrial zoning district.

<b>Attached Docs:</b>	Draft Determination, Draft Ordinance No. 20-009, and Current Zoning Map
<b>Committee Action:</b>	Plan Commission held a public hearing on 6/8/20. No one spoke in support or in opposition. The PC recommended approval.
<b>Fiscal Impact:</b>	TBD.
<b>Recommendation:</b>	Director and PC recommends approval. Please note, the item can only be acted on if the Comprehensive Plan Map Amendment earlier on in the agenda is approved.

## RECOMMENDED LANGUAGE FOR OFFICIAL ACTION

**I move to approve the rezone request through the adoption of Ordinance No. 20-009, as requested by the applicant.**

<b>ADDITIONAL ACTION:</b>	Publication of Ordinance in Wausau Daily Herald (Staff) Change made to the zoning map (Staff) Site Plan Review (Plan Commission) State Building Plan Approvals (Applicant) Building Permit Issuance (Staff)
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**VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN**

**ORDINANCE NO. 20-009**

**AN ORDINANCE TO APPROVE THE REZONING OF A 5.38 ACRE AND 14.13 ACRE LOTS ALONG WESTON AVENUE BETWEEN ZINSER ST AND PROGRESS WAY FROM AR AGRICULTURE AND RESIDENTIAL TO LI LIMITED INDUSTRIAL.**

WHEREAS, the Plan Commission of the Village of Weston having held a public hearing on the 8<sup>th</sup> day of June 2020, on the application described below for the zoning of the property described herein; and

WHEREAS, the Plan Commission having thereafter filed its written recommendations and findings with the Village Board, and the said Board having received and approved the recommendation of said Commission;

NOW THEREFORE, the Village Board of the Village of Weston do ordain as follows:

**SECTION 1:** On the application (20200162) of property owners, Village of Weston, for the following territory now comprising a part of the AR Agriculture and Residential Zoning District, located in Section 23, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin, is hereby designated to be and become hereafter part of the following zoning district:

**LI Limited Industrial** – A parcel of land being part of Lot 1 of Certified Survey Map 17438 located in the Southwest  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$  of Section 23, Township 28 North, Range 8 East, Village of Weston, Marathon County, Wisconsin

Commencing at the South  $\frac{1}{4}$  corner of Section 23, thence N 33° 33' 36" E, 59.85 feet to the SW corner of Lot 1 CSM No. 17438 and the Easterly R/W of Zinser Street; thence N 0° 06' 04" E, 382.14 feet along the Easterly R/W of Zinser Street to the point of beginning of the parcel herein described; thence continuing N 0° 06' 04" E, 348.08 feet along the Easterly R/W of Zinser Street to the SW Corner of Lot 2 CSM No. 17438; thence S 89° 55' 55" E, 314.00 feet along the South line of Lot 2 to the Southeast corner thereof; thence N 0° 06' 04" E, 37.19 feet along the East line of Lot 2; thence S 89° 55' 55" E, 324.67 feet; thence S 0° 00' 00" E, 384.52 feet; thence N 90° 00' 00" W, 639.34 feet to the Easterly R/W of Zinser Street and the point of beginning of the parcel herein described.

Said parcel contains 234,271 SF or 5.38 Acres. Subject to all roadways and easements of record.

AND

Commencing at the South  $\frac{1}{4}$  corner of Section 23, thence N 33° 33' 36" E, 59.85 feet to the SW corner of Lot 1 CSM No. 17438 and the point of beginning of the parcel herein described; thence N 0° 06' 04" E, 730.23 feet along the Easterly R/W of Zinser Street to the SW Corner of Lot 2 CSM No. 17438; thence S 89° 55' 55" E, 314.00 feet along the South line of Lot 2 to the Southeast corner thereof; thence N 0° 06' 04" E, 37.19 feet along the East line of Lot 2; thence S 89° 55' 55" E, 324.67 feet; thence S 0° 00' 00" E, 192.19 feet to the centerline of an ANR Gas pipeline easement; thence S 89° 55' 55" E, 642.34 feet along the centerline of said easement to the Westerly R/W of Progress Way; thence S 0° 13' 48" W,

578.46 feet along the Westerly R/W of Progress Way to the Northerly R/W of Weston Avenue; thence N 89° 47' 13" W, 1280.05 feet along the Northerly R/W of Weston Avenue to the Easterly R/W of Zinser Street and the point of beginning of the parcel herein described.

Said parcel contains 615,585 SF or 14.13 Acres. Subject to all roadways and easements of record. This parcel is also identified as PIN 192 2808 234 0990.

BE IT FURTHER RESOLVED that the foregoing amendment to the zoning district designations shall take effect only upon publication of this ordinance. If the rezoning of any lands by this Ordinance does not take effect within 180 days of the date hereof, this Ordinance shall become null and void and the zoning for such lands shall remain unchanged.

SECTION 2: The Zoning Administrator shall make necessary alterations upon the official map of the Village of Weston to reflect the changes in the zoning classifications of the property described herein.

SECTION 3: SEVERABILITY. If any section, clause, provision, or portion of this Ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby. If an application of this Ordinance to a particular structure, land, or water is adjudged unconstitutional or invalid by a court of competent jurisdiction, such judgment shall not be applicable to any other structure, land, or water not specifically included in said judgment. If any requirement or limitation attached to an authorization given under this Ordinance is found invalid, it shall be presumed that the authorization would not have been granted without the requirement or limitation and, therefore, said authorization shall also be invalid. Any other ordinances whose terms are in conflict with the provisions of this ordinance are hereby repealed as to those terms that conflict.

SECTION 4: EFFECTIVE DATE. This ordinance shall take effect upon approval and publication.

Dated the 20<sup>th</sup> day of July 2020.

BOARD OF TRUSTEES

By: \_\_\_\_\_, its President

Attest:

\_\_\_\_\_  
Sherry Weinkauff, its Clerk

APPROVED: \_\_\_\_\_

PUBLISHED: \_\_\_\_\_



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

Application/Petition No.: **20200162** Hearing Date: **June 8, 2020**  
Applicant: **Village of Weston**  
Property Location: **5.38 Acre And 14.13 Acre Lots Along Weston Avenue Between Zinser St and Progress Way**  
Property Owner: **Village of Weston**  
Description: **Rezoning of a 5.38 Acre and 14.13 Acre Lot along Weston Avenue Between Zinser St and Progress Way from AR Agriculture and Residential to LI Limited Industrial to allow for the parcels to be resurveyed and different sized lots be sold off for business park development.**

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

**GENERAL INFORMATION:**

Current Zoning: **AR Agriculture and Residential**  
Definition: 94.2.02(1)(b) The AR district is primarily intended to preserve agricultural, forested, and other open lands until ripe for non-agricultural development, including residential, commercial, and industrial development, and to allow for very low-density residential development. The AR district is also intended for areas planned for denser development in the Comprehensive Plan, but not yet suited for such denser development due to lack of public utilities or services in the area, inadequate roads, a sufficient supply of lands zoned for development elsewhere, and other factors.

Proposed Zoning: **LI Limited Industrial**  
Definition: 94.2.02(3)(f) The LI district accommodates primarily light industrial, storage, office, and other compatible businesses and support uses. Allowable uses are geared toward activities which are not associated with high levels of noise, odor, particulate emissions, outdoor activities, and other potential nuisances. Development within this district is served by public sanitary sewer and water services. This district is intended for mapping in areas planned for industrial uses within the Comprehensive Plan.

Future Land Use 1: **Industrial**  
FLU Description: **Industrial, storage, office, and other compatible businesses and support uses, all served by a public sewer system. Certain areas may be appropriate for a broader range of manufacturing, assembling, fabrication and processing, bulk handling, storage, warehousing, trucking, and utility uses with significant off-site impacts such as heavy truck traffic, noise, and odors. Served by a public sewer system.**

**Typical Implementing Zoning Districts:**

- **LI Limited Industrial (where narrower range of industry/impacts preferred)**
- **GI General Industrial (where wider range of industry/impacts acceptable)**
- **B-3 General Business (for mix of light industrial and commercial uses).**

### **Development Policies:**

- 1. Require performance standards as necessary to avoid placing excessive demand on municipal utilities and roads, or creating environmental hazards or unwanted neighborhood impacts.**
- 2. Meet design requirements in the zoning ordinance.**
- 3. Encourage relocation of older industrial uses that have outgrown their sites or that are located in residential areas to a modern Industrial area.**

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

- Minimum new lot size of 30,000 square feet (LI) or 40,000 square feet (GI)**
- Encourage site selection and building placement that facilitates future on-site building expansion as business grows.**

### **DETERMINATION:**

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

**Yes, the BOT are also looking at a comprehensive plan future land use map amendment for this site. It will be approved prior to the rezone request being approved.**

2. Does the rezoning further the purpose and intent of this Chapter?

**Yes, the purpose and intent of the zoning code is being upheld to the standards intended.**

3. Does rezoning address any of the following that are not properly addressed on the current Official Zoning Map?

1. A mistake was made in mapping on the Official Zoning Map. That is, an area is or has developed in a manner and purpose different from that for which it is mapped. If this reason is cited, it must be demonstrated that the discussed inconsistency between actual land use and designated zoning is not intended, as the Village may intend to stop an undesirable land use pattern from being perpetuated.
2. **Factors have changed, such as the availability of new data, the presence of new roads or other infrastructure, additional development, annexation, or other zoning changes, making the subject property more appropriate for a different zoning district.**
3. Growth patterns or rates have changed, thereby creating the need for a rezoning.

**Yes, the Village has decided not to pursue an outdoor sports complex on this site.**

4. Does the proposed zoning district maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property?

**Yes.**

### **BACKGROUND INFORMATION:**

This is the location of the property owned by the Village and referred to as the Mashuda property. It had been slated to be an outdoor sports complex however, the Board has since changed direction on this and has recently directed staff to market the land for business park property. In order to do this, staff has requested a comprehensive plan future land use map amendment and rezone for the properties to an industrial use and compatible industrial zoning district.

### **CURRENT PROPERTY CONDITIONS:**

Undeveloped. It's an old farm field.

### **STAFF RECOMMENDATION:**

Staff recommends approval as long as the comprehensive plan amendment is approved earlier on the agenda.

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

- 1) RECOMMEND APPROVAL:** Plan Commission recommends approval of the rezone request and forwards the recommendation on to the Village Board 7/20/2020 meeting agenda.

- 2) **RECOMMEND DENIAL:** Plan Commission recommends denial of the rezone request and forwards the recommendation on to the Village Board 7/20/2020 meeting agenda.
- 3) **NO RECOMMENDATION:** Plan Commission takes no action and the request moves on to the Village Board 7/20/2020 meeting agenda.
- 4) **DEFER ACTION:** Plan Commission can defer action until the next meeting date. The Plan Commission has 45 days following the public hearing per code to take action.

**ACTION:**

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**Plan Commission Determination on 6/8/2020:**

**RECOMMEND APPROVAL**

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

- 1) Board approves the rezone request per the PC recommendation by adopting Ord. No. 20-009 as written. (simple majority required)
- 2) Board approves the rezone request with modifications to Ord. No. 20-009 – Sec. 94.16.03(8)(b) Requires affirmative vote of  $\frac{3}{4}$  or greater of the full Village Board.
- 3) Board denies the rezone request. – Sec. 94.16.03(8)(b) Requires affirmative vote of  $\frac{3}{4}$  or greater of the full Village Board.

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**Board of Trustees Determination on 7/20/2020:**

**APPROVE / DENY**

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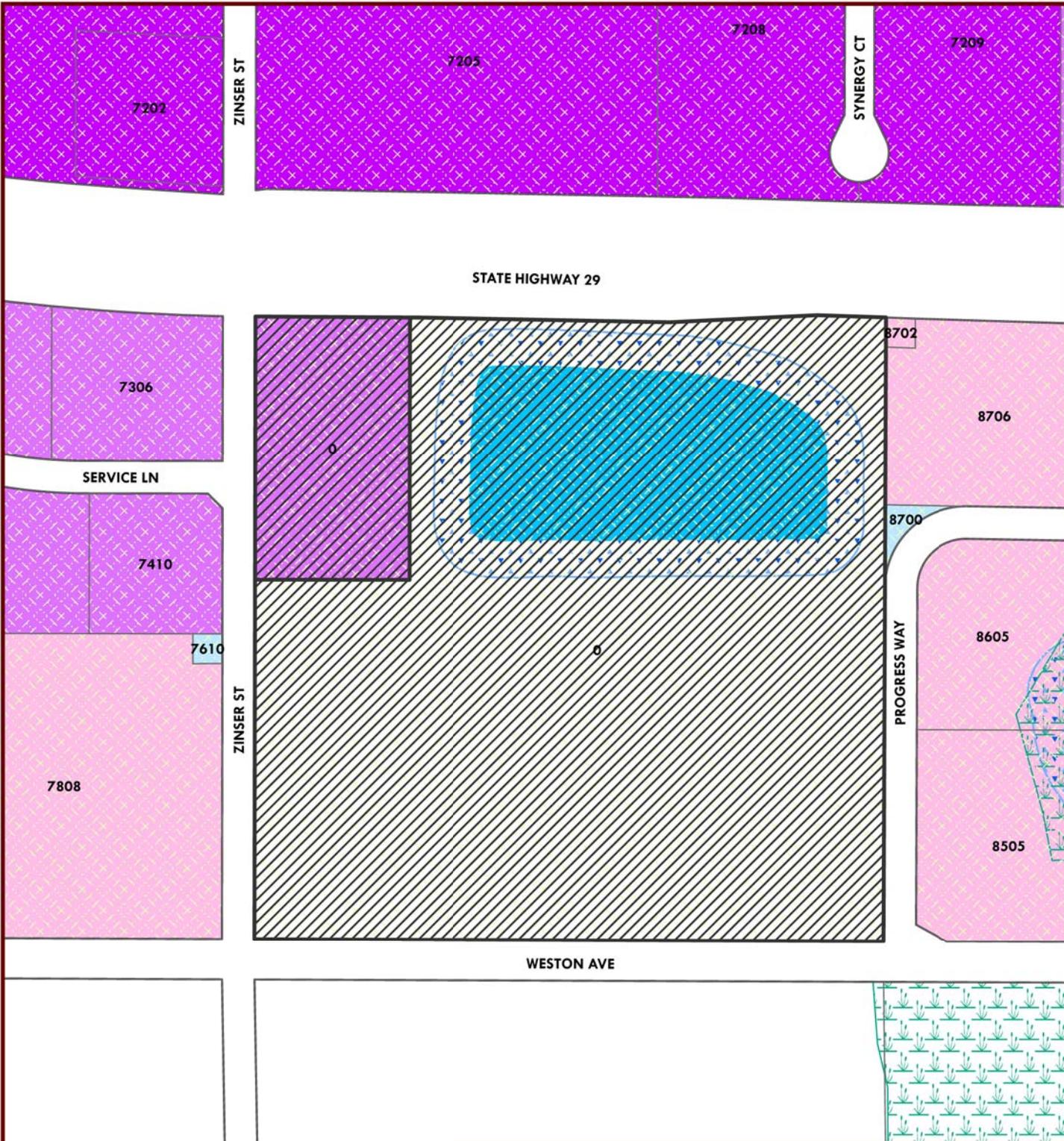
# Village of Weston Marathon County, WI



## OFFICIAL ZONING MAP



Map Date: 5/21/2020  
Adoption Date: 2/21/2019



### LEGEND

Project #20200162 Parcels

### MUNICIPAL FEATURES

- Village of Weston Incorporated Boundary
- Right-of-Way
- Wetland Presence
- Surface Water
- Village of Weston Shoreland Overlay

### ZONING DISTRICTS

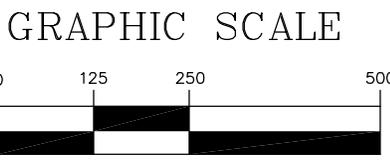
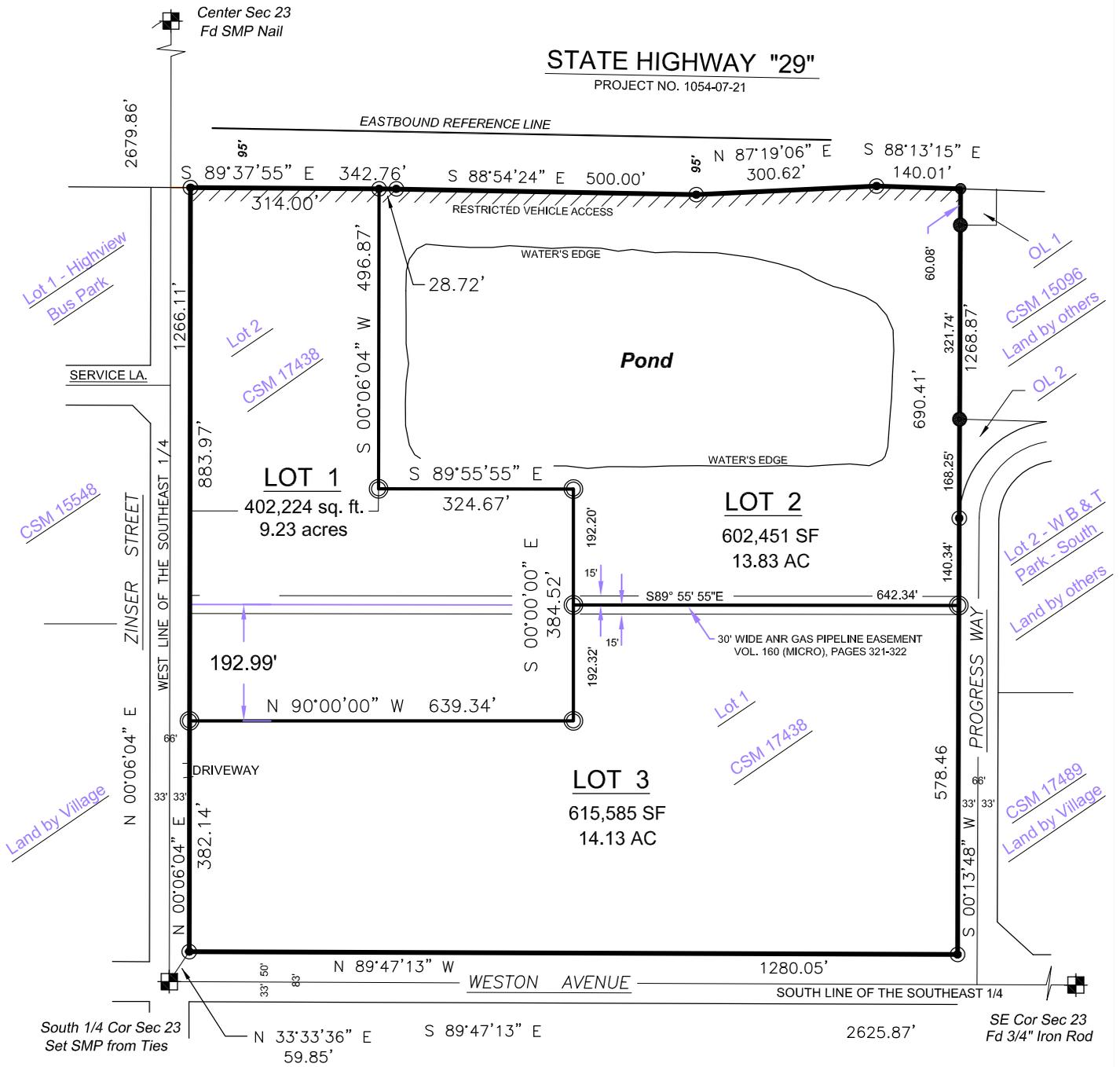
- AR - Agriculture and Residential
- PR - Parks and Recreation
- INT - Institutional
- BP - Business Park
- LI - Limited Industrial
- GI - General Industrial

### Overlay Districts

- D-CO
- D-R
- D-RT
- D-WM

# Certified Survey Map No \_\_\_\_\_

OF ALL OF LOTS 1 AND 2 OF CERTIFIED SURVEY MAP NO. 17438  
 LOCATED IN THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 23  
 TOWNSHIP 28 NORTH, RANGE 8 EAST, VILLAGE OF WESTON  
 MARATHON COUNTY, WISCONSIN



- 1" X 24" OD IRON PIPE WEIGHING 1.13 LBS/LINEAL FOOT SET
- FOUND 3/4" IRON ROD
- ⦿ FOUND 1" ID IRON PIPE
- ( ) RECORD DATA

BEARINGS ARE REFERENCED TO THE SOUTH LINE OF THE SE 1/4 OF SEC 23 ASSUMED TO BEAR S 89° 47' 13" E

**VILLAGE OF WESTON**

**RESOLUTION NO. 2020-009**

**A RESOLUTION**, changing the Polling Place for all Wards in the Village of Weston to Dale's Weston Lanes, 5902 Schofield Ave., Weston, WI.

**WHEREAS**, pursuant to Section 5.25(2) All polling places shall be established by the governing body; and

**WHEREAS**, due to the COVID-19 pandemic all polling locations will be consolidated due to fact that the usual polling locations are unavailable; and

**WHEREAS**, the following polling locations for the August 11, 2020 and November 3, 2020 Elections have changed:

Weston Municipal Center has moved to Dale's Weston Lanes  
Key to Life Community Center has moved to Dale's Weston Lanes  
Greenheck Field House has moved to Dale's Weston Lanes  
Wausau Homes Scout Center has moved to Dale's Weston Lanes

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees that the polling place for all wards in the Village of Weston be located at Dale's Weston Lanes, 5902 Schofield Ave., Weston WI 54476; and

**BE IT FURTHER RESOLVED**, the Village Clerk is directed to notify each registered voter on the voter registration list for all Wards 1 to 13.

**PASSED BY THE BOARD OF TRUSTEES OF THE VILLAGE OF WESTON**, on the 20th day of July 2020.

VILLAGE OF WESTON, a Municipal Corporation of the State of Wisconsin.

By: \_\_\_\_\_  
Village President

ATTEST:

By: \_\_\_\_\_  
SHERRY WEINKAUF, Village Clerk

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# REQUEST FOR CONSIDERATION

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<b>Public Mtg/Date:</b>	<b>Village Board – 7/20/2020</b>
<b>Description:</b>	<b>Development Agreement with SC Swiderski for the River Trail Estates Phase II Project on Callon Ave</b>
<b>From:</b>	<b>Michael Wodalski, Director of Public Works</b>
<b>Question:</b>	<b>Should the Village Board approve the Development Agreement with SC Swiderski to install water and sewer infrastructure as well as road restoration as part of their River Trail Estates Phase II Development Project on Callon Ave?</b>

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## Background

SC Swiderski is proposing to build a multi-family development on the west end of Callon Avenue just west of the Fieldcrest Ln subdivision and south of the existing Weston Ridge Development. As part of their project, public water and sewer mains will be installed within their development. Additionally, this development creates an opportunity to loop the watermain and potentially extend sewer service to the east for future expansion.

In April, the Village Board approved awarding a design contract to REI Engineering to perform Civil Design work for the utility infrastructure work along Callon Ave to loop the watermain on Fieldcrest Ln. In discussing the project with SC Swiderski, it made sense to enter into an agreement for the construction of the water and sewer utilities so one contractor would be installing all of the underground utilities as one project instead of possibly having two separate contractors working in the same area.

There were two ways to proceed with a cost share agreement for the project, one would be to special assess the project and the other is to enter into a development agreement that follows the special assessment guidelines regarding allocation of infrastructure costs.

The attached Development Agreement outlines the costs SC Swiderski is responsible for which include:

- All watermain costs incurred between the connection on the far west end of Callon Ave, east to their development and then north through their development to the connection point with the existing utilities within the River Trail Estates Phase I project.
- All sanitary sewer costs
- Costs associated with the restoration of the existing street section from the western termini of Callon Ave to the eastern edge of their Development driveway.

The Village is then responsible for the costs of the watermain infrastructure installed east of their driveway to Fieldcrest Ln as well as additional street restoration east of the driveway as well.

# REQUEST FOR CONSIDERATION

Attorney Yde is currently reviewing the Draft Agreement attached. Staff would recommend approving the Development Agreement contingent on Attorney review and recommendations.

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**Attached Docs:**     - Draft Development Agreement  
                          - Draft Utility Drawings

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**Committee Action:** - N/A

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**Fiscal Impact:**     - The costs associated with the Swiderski portion of the project will be their responsibility as outlined in a Developer's Agreement. Other costs will be paid for through utility cash reserves.

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**Recommendation:** Staff recommendation is to approve the Development Agreement contingent on Attorney review.

## Recommended Language for Official Action

**I Recommend approving the Development Agreement with SC Swiderski for the River Trail Estates Phase II Project on Callon Ave contingent on Attorney review.**

**Or, Something else**

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Additional action:

**CONTRACT FOR PUBLIC IMPROVEMENTS  
FOR THE RIVER TRAIL ESTATES PHASE II PROJECT  
VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN**

THIS AGREEMENT, executed in three (3) original counterparts, is entered into as of this \_\_\_\_\_ day of \_\_\_\_\_, 2020, by and between S.C. Swiderski, LLC, hereafter referred to as the “Developer”, and the Village of Weston, hereinafter referred to as the “Village”.

WITNESSETH:

WHEREAS, the Developer desires Village approval of a final development identified as River Trail Estates Phase II, hereinafter referred to as the “Development”; and

WHEREAS, Section 74.7.04 of the General Code of Ordinances of the Village of Weston, requires the Developer to design, construct, and install all public infrastructure necessary to serve the Development including, but not limited to, streets, storm sewers, sanitary sewers, water mains, and to reimburse the Village for all time, costs, and expenses related to engineering, inspections, testing, and administration; and

WHEREAS, the Village will be entering into a general contract for the construction of similar infrastructure on Callon Avenue; and

WHEREAS, Developer wishes to have the Village contract for the design, construction, and installation of the public infrastructure necessary to serve the Development, and pay the Village for all costs and expenses consistent with what the Developer would owe if the Village assessed in full all improvements necessary to serve the Development; and

WHEREAS, the Village is willing to contract for the design, construction, and installation of the public infrastructure necessary to serve the Development provided the Developer timely pays the Village for all costs and expenses to design, construct, and install the public infrastructure necessary to serve the Development and reimburses the Village for all time, costs, and expenses related to engineering, inspections, testing, and administration; and

NOW, THEREFORE, it is agreed as follows:

(1) The Village shall contract for the design, construction, and installation of the public infrastructure necessary to serve the Development including, but not limited to, storm sewers, streets, sanitary sewers, water mains, and appurtenances thereto. What public infrastructure is necessary to serve the Development shall be determined by the Village at its sole discretion.

(2) Developer shall pay the Village one hundred percent (100%) of the costs and expenses for the design, construction, and installation of the public infrastructure necessary to serve the Development. This includes, but is not limited to, (a) the design, reconstruction, and installation of a street (24-foot wide asphalt street) from the western termini of Callon Avenue to the eastern edge of the Development driveway (denoted in the plans as Station 5+00 to Station 8+70.15); (b) the design, reconstruction, and installation of the sanitary sewer from its point of

connection on Callon Avenue through the Development, and for sanitary sewer laterals and manholes within the Development; and (c) the design, reconstruction, and installation of the water main and appurtenances from its point of connection on Callon Avenue from Station 5+00 to Station 8+70.15, and all of the water main through the Development, including the tee and valves, and for water laterals within the Development.

(3) Developer agrees to pay the Village within 10 days of receiving an invoice for work completed with respect to public infrastructure necessary to serve the Development.

(4) Developer agrees to pay for all construction, inspection, surveying, testing, administrative costs associated with said infrastructure construction, including advertising costs, plan reproduction costs, and bidding services in the amount obtained by multiplying the total of these costs times the percentage obtained by dividing the total construction costs of the infrastructure hereinabove defined by the total value of the construction contract for the entire project. The engineering fees shall exclude any design costs that have been paid by the Developer.

(5) Developer agrees not to request an occupancy permit for the Development until Developer has paid the Village for 100% of all costs and expenses the Village has invoiced the Developer pursuant to this Contract.

(6) This Contract shall be binding upon the parties hereto, their heirs, administrators, successors, and assigns.

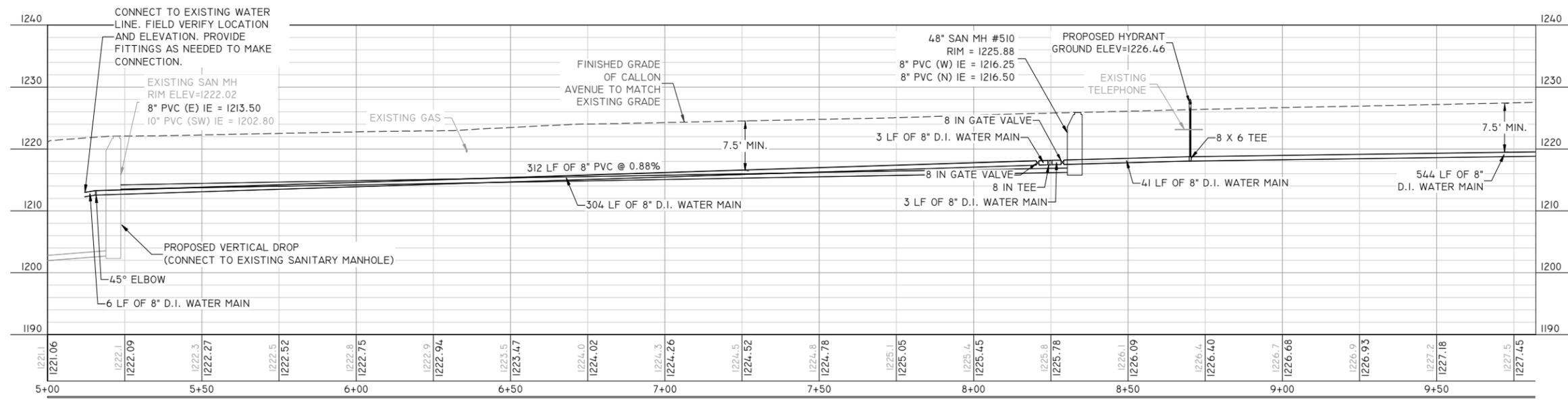
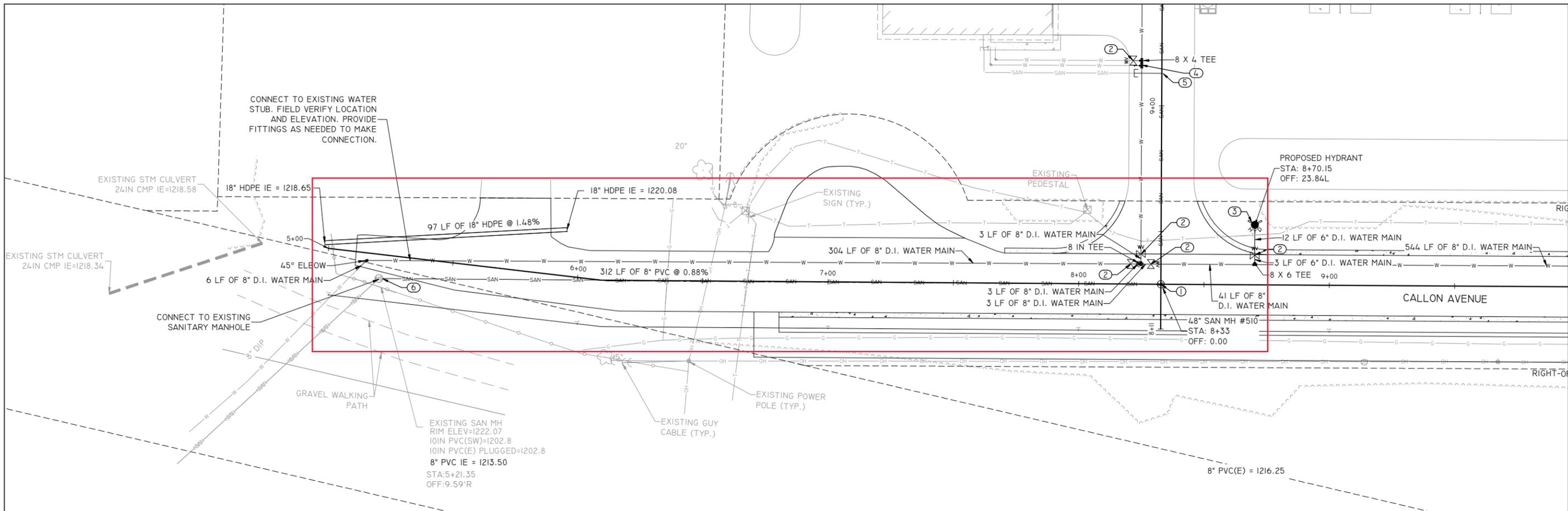
(7) Nothing set forth in this Contract shall be construed as intended to be a waiver or release of any obligations imposed upon the Developer by the General Code of Ordinances of the Village of Weston.

(8) The parties may amend this Contract by expressed mutual written agreement executed by both parties.

(9) Developer agrees to pay the Village within 15 days of receiving an invoice for work performed pursuant to this Contract. If the Developer fails to timely pay any invoice from the Village within 15 days of receipt, any amounts due the Village shall accrue interest at the rate of 1.5% per month. In addition, any expenses incurred by the Village to collect amounts due under this Contract shall be paid by the Developer to the Village, including reasonable attorneys' fees.



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 PLOTTED: JUN 22, 2020 - 4:19PM PLOTTED BY: NATHANP



**KEYED NOTES**

1. INSTALL SANITARY MANHOLE. SEE DETAIL A/820.
2. INSTALL WATER GATE VALVE. SEE DETAIL B/820.
3. INSTALL FIRE HYDRANT. SEE DETAIL C/820.
4. INSTALL CORPORATION STOP AND CURB STOP. SEE DETAIL F/820.
5. INSTALL SANITARY WYE AND SANITARY SERVICE STUB @ 1.00% MINIMUM SLOPE. SEE DETAIL G/820.
6. INSTALL EXTERNAL DROP CONNECTION AT EXISTING MANHOLE. SEE DETAIL H/820.

**NOTES:**

- (A) CONTRACTOR RESPONSIBLE FOR MAINTAINING A MIN. COVER OF 7.5' GRADE OVER PROPOSED WATER LINE.
- (B) CONTRACTOR IS RESPONSIBLE FOR LOCATING & VERIFYING ALL EXISTING UNDERGROUND UTILITIES PRIOR TO CONSTRUCTION, AND IS RESPONSIBLE FOR ANY DAMAGE TO THEM DURING CONSTRUCTION.
- (C) CONTRACTOR IS RESPONSIBLE FOR CONTACTING ALL UTILITY COMPANIES AND COORDINATING ALL PROPOSED UTILITY RUNS, INSTALLATIONS AND RELOCATIONS.
- (D) CONTRACTOR IS RESPONSIBLE FOR MAINTAINING THE REQUIRED HORIZONTAL AND VERTICAL PIPE SEPARATION BETWEEN SEWER AND WATER PIPES. SEE DETAIL D/820. VERTICAL CLEARANCES ARE MEASURED FROM OUTSIDE PIPE DIAMETER, HORIZONTAL CLEARANCES ARE MEASURED FROM PIPE CENTER.
- (E) SEE DETAIL E/820 FOR PIPE BEDDING.
- (F) CALL DIGGERS HOTLINE @ 811 OR 1-800-242-8511 AT LEAST 3 WORKING DAYS PRIOR TO EXCAVATING.
- (G) CONTRACTOR IS RESPONSIBLE FOR PROVIDING A MEANS TO LOCATE NON-METALLIC WATER AND SEWER (SANITARY AND STORM) PER SPS 382.
- (H) PIPE LENGTHS PROVIDED ARE GIVEN TO CENTER OF STRUCTURE OR END OF END STRUCTURE.

**REI Engineering, INC.**  
 4080 N. 20TH AVENUE  
 WAUSAU, WISCONSIN 54401  
 PHONE: 715.675.9784, FAX: 715.675.4060  
 EMAIL: MAIL@REIENGINEERING.COM



**CIVIL & ENVIRONMENTAL  
 ENGINEERING, SURVEYING**

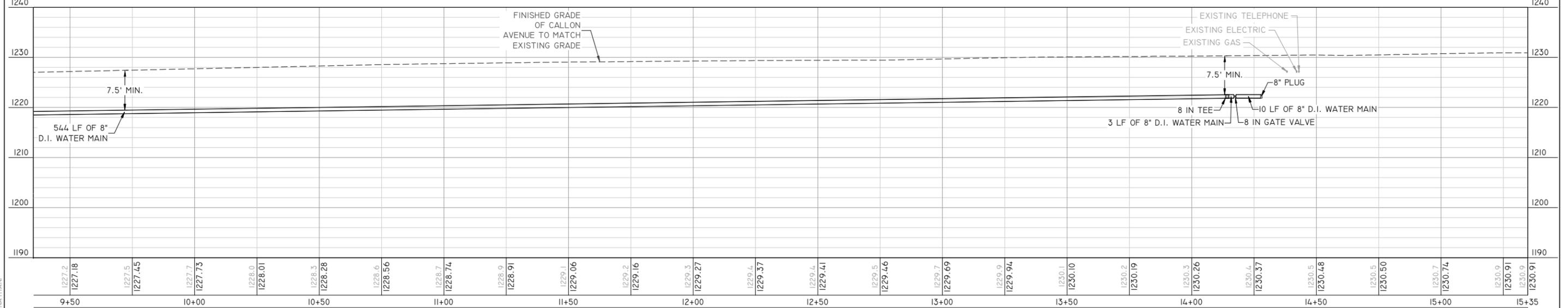
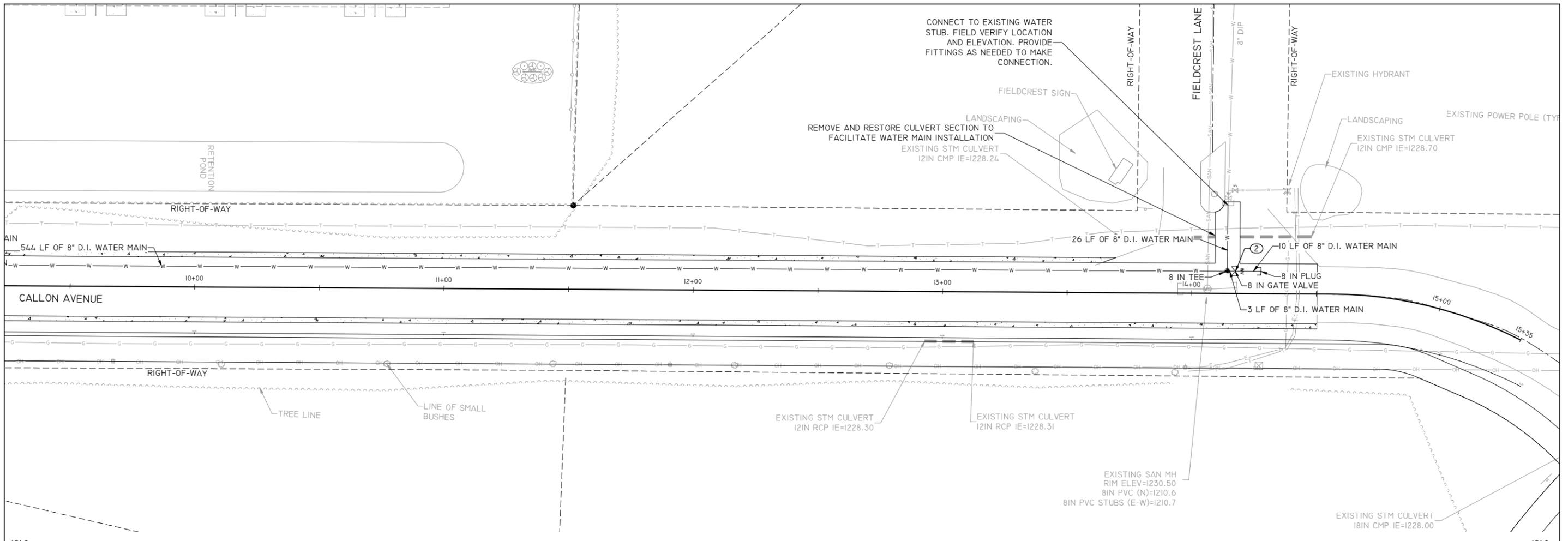


DATE	REVISION	BY	CHK'D

**PLAN & PROFILE - CALLON AVE.**  
 PUBLIC SEWER AND WATER EXTENSION  
 CALLON AVENUE  
 WESTON, WISCONSIN 54476

**REI**  
 REI No. 8882B  
 SHEET 500

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 PLOTTED: JUN 22, 2020 - 4:20PM PLOTTED BY: NATHAN



**KEYED NOTES**

1. INSTALL SANITARY MANHOLE. SEE DETAIL A/820.
2. INSTALL WATER GATE VALVE. SEE DETAIL B/820.
3. INSTALL FIRE HYDRANT. SEE DETAIL C/820.
4. INSTALL CORPORATION STOP AND CURB STOP. SEE DETAIL F/820.
5. INSTALL SANITARY WYE AND SANITARY SERVICE STUB @ 1.00% MINIMUM SLOPE. SEE DETAIL G/820.
6. INSTALL EXTERNAL DROP. SEE DETAIL H/820.

**NOTES:**

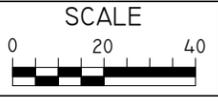
- (A) CONTRACTOR RESPONSIBLE FOR MAINTAINING A MIN. COVER OF 7.5' GRADE OVER PROPOSED WATER LINE.
- (B) CONTRACTOR IS RESPONSIBLE FOR LOCATING & VERIFYING ALL EXISTING UNDERGROUND UTILITIES PRIOR TO CONSTRUCTION, AND IS RESPONSIBLE FOR ANY DAMAGE TO THEM DURING CONSTRUCTION.
- (C) CONTRACTOR IS RESPONSIBLE FOR CONTACTING ALL UTILITY COMPANIES AND COORDINATING ALL PROPOSED UTILITY RUNS, INSTALLATIONS AND RELOCATIONS.
- (D) CONTRACTOR IS RESPONSIBLE FOR MAINTAINING THE REQUIRED HORIZONTAL AND VERTICAL PIPE SEPARATION BETWEEN SEWER AND WATER PIPES. SEE DETAIL D/820. VERTICAL CLEARANCES ARE MEASURED FROM OUTSIDE PIPE DIAMETER, HORIZONTAL CLEARANCES ARE MEASURED FROM PIPE CENTER.
- (E) SEE DETAIL E/820 FOR PIPE BEDDING.

- (F) CALL DIGGERS HOTLINE @ 811 OR 1-800-242-8511 AT LEAST 3 WORKING DAYS PRIOR TO EXCAVATING .
- (G) CONTRACTOR IS RESPONSIBLE FOR PROVIDING A MEANS TO LOCATE NON-METALLIC WATER AND SEWER (SANITARY AND STORM) PER SPS 382.
- (H) PIPE LENGTHS PROVIDED ARE GIVEN TO CENTER OF STRUCTURE OR END OF END STRUCTURE.

**REI Engineering, INC.**  
 4080 N. 20TH AVENUE  
 WAUSAU, WISCONSIN 54401  
 PHONE: 715.675.9784, FAX: 715.675.4060  
 EMAIL: MAIL@REIENGINEERING.COM



**CIVIL & ENVIRONMENTAL  
 ENGINEERING, SURVEYING**

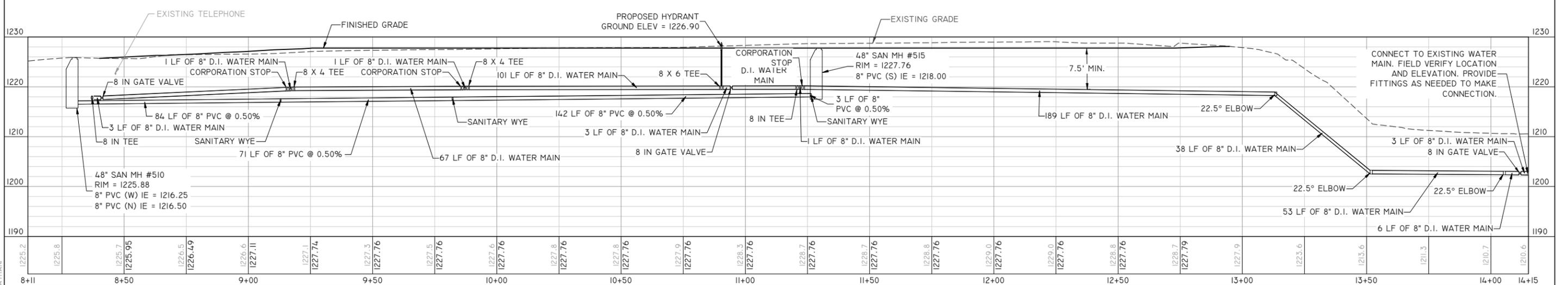
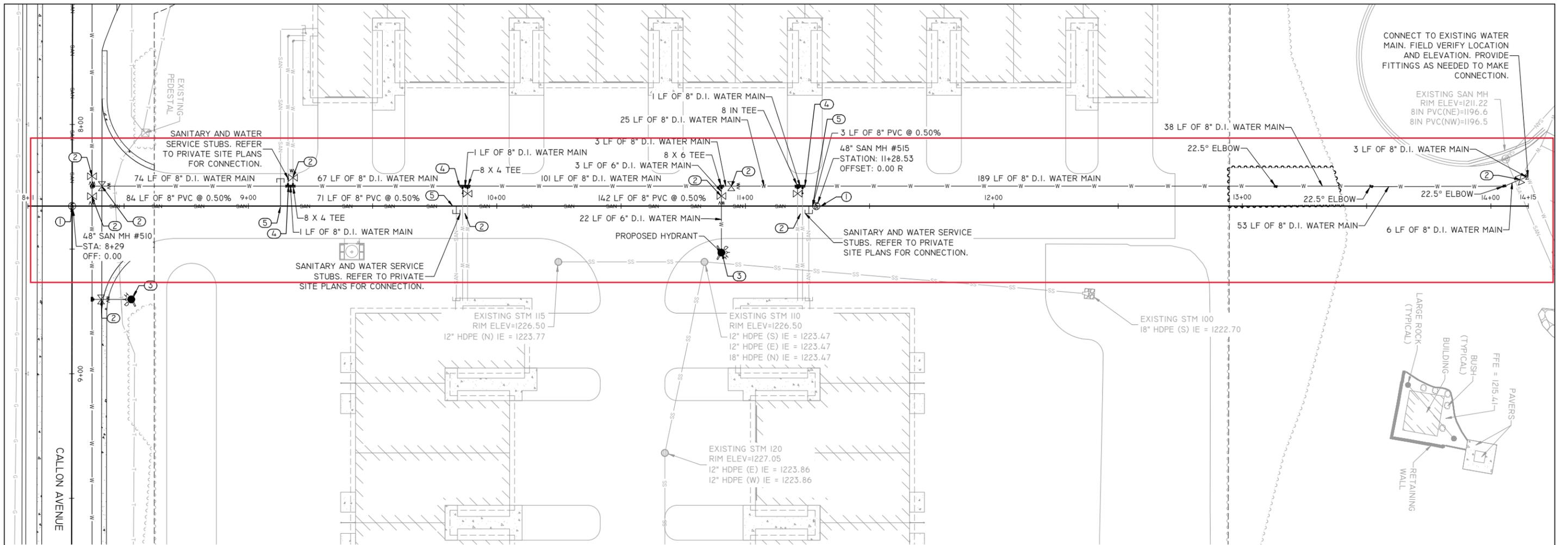


DATE	REVISION	BY	CHK'D
DESIGNED BY: GSW	CHECKED BY: JJB		
SURVEYED BY: AJB, JAF	APPROVED BY: JJB		
DRAWN BY: NAP	DATE: 06/22/20		

**PLAN & PROFILE - CALLON AVE.**  
 PUBLIC SEWER AND WATER EXTENSION  
 CALLON AVENUE  
 WESTON, WISCONSIN 54476

**REI**  
 REI No. 8882B  
 SHEET 501

DRAWING FILE: P:\8800-8899\8882B - WESTON - CALLON AVE UTILS\DWG\LAN\8882B-500-PP.DWG LAYOUT: 502  
 PLOTTED: JUN 22, 2020 - 4:20PM PLOTTED BY: NATHAN



**KEYED NOTES**

1. INSTALL SANITARY MANHOLE. SEE DETAIL A/820.
2. INSTALL WATER GATE VALVE. SEE DETAIL B/820.
3. INSTALL FIRE HYDRANT. SEE DETAIL C/820.
4. INSTALL CORPORATION STOP AND CURB STOP. SEE DETAIL F/820.
5. INSTALL SANITARY WYE AND SANITARY SERVICE STUB @ 1.00% MINIMUM SLOPE. SEE DETAIL G/820.
6. INSTALL EXTERNAL DROP. SEE DETAIL H/820.

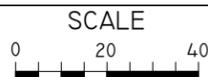
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 4080 N. 20TH AVENUE  
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 PHONE: 715.675.9784, FAX: 715.675.4060  
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**CIVIL & ENVIRONMENTAL  
 ENGINEERING, SURVEYING**



DATE	REVISION	BY	CHK'D	DESIGNED BY: GSW	CHECKED BY: JJB
				SURVEYED BY: AJB, JAF	APPROVED BY: JJB
				DRAWN BY: NAP	DATE: 06/22/20

**PLAN & PROFILE - SITE**  
 PUBLIC SEWER AND WATER EXTENSION  
 CALLON AVENUE  
 WESTON, WISCONSIN 54476

**REI**  
 REI No. 8882B  
 SHEET 502

**VILLAGE OF WESTON, MARATHON COUNTY,  
WISCONSIN  
5500 SCHOFIELD AVENUE, WESTON, WI 54476**

**Board of Trustees – 7/6/2020**

---

**From: Sherry Weinkauff, Clerk**

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**Question: Should the Board of Trustees Adopt all the provisions of Marathon County Code Section 7.125, which includes delegating route designation to the County?**

**Background**

In December of 2019, Marathon County approved changes to the County's ATV/UTV ordinance, Section 7.125 (attached) of the Marathon County Code. The changes outlined in the ordinance create uniform procedures and requirements for the use and operation of ATVs and UTVs on routes and trails under County jurisdiction. This Ordinance does not affect the ability of municipalities in Marathon County to authorize the operation of ATVs and UTVs on certain roadways and bridges within the municipality's territorial boundaries.

Click here to see the Village's ordinance:

<https://westonwi.gov/DocumentCenter/View/65/82---Traffic-Vehicles?bidId=#page=26>

Options for the Board to consider:

Option 1

The Village can keep their current ordinance in place and adopt all the provisions of Marathon County Code Section 7.125. Their ordinance defines how ATV and UTV routes and trails may be designated and provides certain rules of operation for ATV and UTV use on county-designated routes. If the Village adopts their ordinance, they would be adopting their application process for route designation and approving their enforcement and regulations on county Roads. Also, if the Board selects this option, I will bring their ordinance back to the Board for approval.

Option 2

The Village can keep their current ordinance in place without adopting the County's ordinance, and if the Village wanted or needed to designate a county road for ATV/UTV use they would contact the Highway Commission prior to the designation so that both parties can work together on the designation.

I have also attached the Village's ATV/UTV map and at this time the only County Road this affects is Highway J.

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**Public Review: No Prior Official Review.**

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**Fiscal Impact:**      **N/A**

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**Recommendation:** No staff recommendation

**Recommended Language for Official Action**

**I move to Approve Option 1, or Option 2, or something different.**

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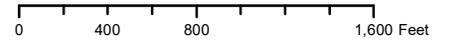
Are there additional reference documents which have been attached to this report?



### ATV Route Ordinance Map

Map Date: 6/28/2018

Technology Services Department



### Legend

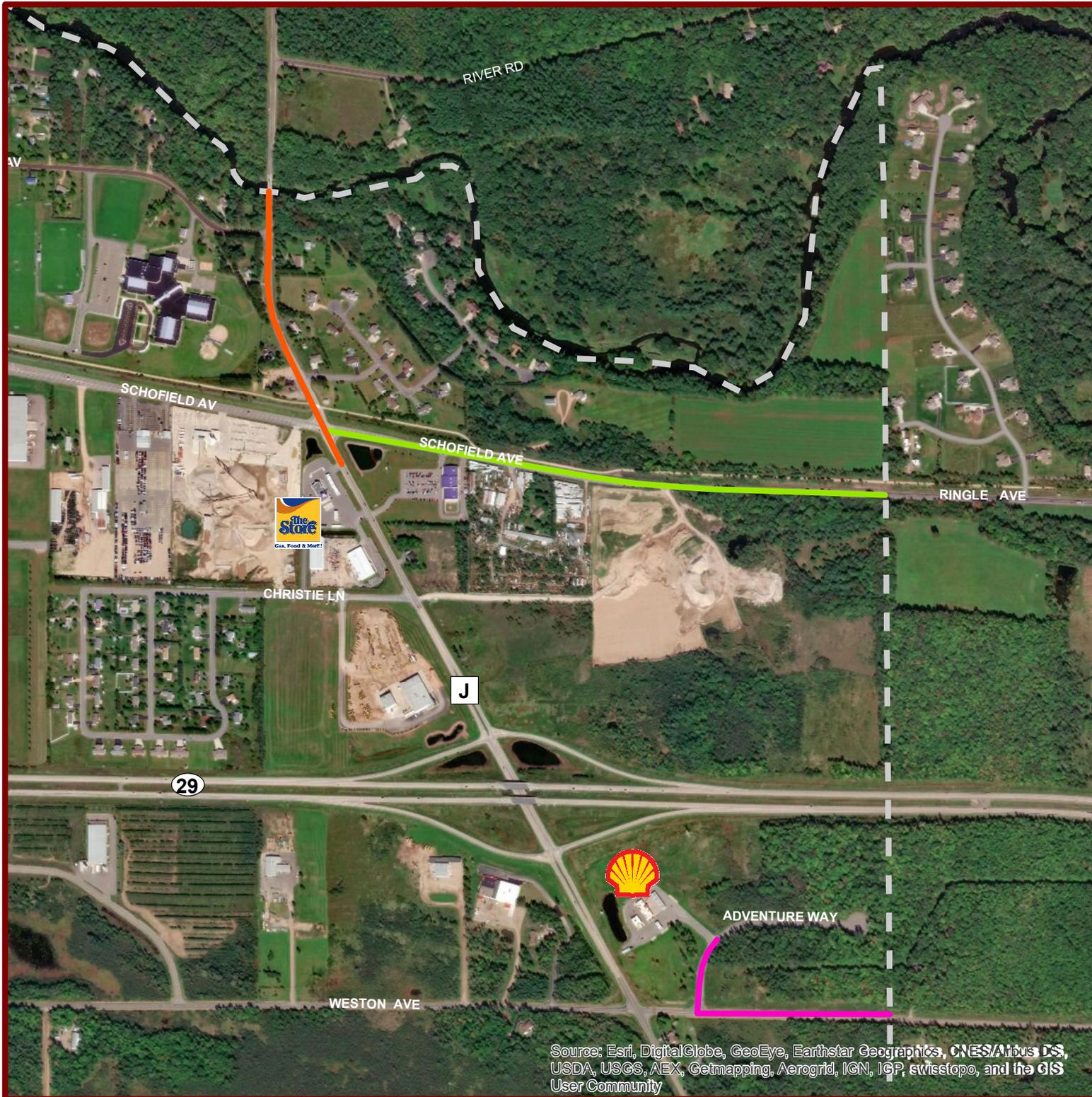
#### Proposed ATV Routes

-  A
-  B
-  C

 Village of Weston Boudary

#### MAP DISCLAIMER:

This map is not a Certified Survey Map. Any boundaries depicted on this map may not be accurate and are only a graphic representation of the actual surveyed property. This document shall not be used in place of a Certified Survey Map and will not stand up in the Court of Law as such.



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, IGP, swisstopo, and the GIS User Community

**From:** [Janice Schreiner](#)  
**To:** [.C Abbotsford Administrator](#) ; [.C Abbotsford-Stuttgart](#) ; [.C Colby Clerk \(clerk@cityofcolby.org\)](#) ; [.C Marshfield Clerk \(Deb.Hall@ci.marshfield.wi.us\)](#) ; [.C Mosinee Public Works](#) ; [.C Schofield Clerk](#) ; [.V Athens President](#) ; [.V Brokaw Clerk](#) ; [.V Dorchester](#) ; [.V Edgar Admin/Clerk-Treasurer](#) ; [streets.dept@EdgarWI.org](#) ; [.V Fenwood Clerk](#) ; [.V Kronenwetter Public Works Director](#) ; [.V Kronenwetter Admin.](#) ; [.V Kronenwetter Clerk](#) ; [.V Maine Clerk](#) ; [bhoenisch@villageofmaine.org](#) ; [.V Rothschild Clerk](#) ; [.V Rothschild President](#) ; [.V Rothschild Public Works](#) ; [.V Spencer President](#) ; [.V Stratford Public Works](#) ; [.V Unity Clerk](#) ; [Michael Wodalski](#) ; [.C Mosinee Clerk](#) ; [.C Schofield Public Works](#) ; [.V Athens Clerk](#) ; [.V Birnamwood Clerk](#) ; [.V Elderon Clerk](#) ; [.V Hatley Clerk](#) ; [.V Marathon Clerk](#) ; [.V Spencer Clerk](#) ; [.V Stratford Clerk](#) ; [Village of Weston Clerks](#) ; [Bergen Clerk](#) ; [Berlin Chairman](#) ; [Berlin Clerk](#) ; [Bern Clerk](#) ; [Bevent Chairman](#) ; [Bevent Clerk](#) ; [Bevent Supervisor](#) ; [Brighton Clerk](#) ; [Cassel Chairman](#) ; [Cassel Clerk](#) ; [Cleveland Clerk](#) ; [Day Chairman](#) ; [Day Clerk](#) ; [Day Supervisor](#) ; [Day Supervisor](#) ; [Town of Easton](#) ; [Arnold Schlei](#) ; [Easton Clerk](#) ; [Easton Supervisor](#) ; [Eau Pleine Clerk](#) ; [Elderon Chairman](#) ; [Elderon Clerk](#) ; [Emmet Chairman](#) ; [Emmet Clerk](#) ; [Frankfort Chairman](#) ; [Frankfort Clerk](#) ; [Franzen Clerk](#) ; [Franzen Supervisor](#) ; [Green Valley Clerk](#) ; [Green Valley Supervisor](#) ; [Guenther Clerk](#) ; [Guenther Supervisor](#) ; [Halsey Clerk](#) ; [Halsey Treasurer](#) ; [Hamburg Clerk](#) ; [Harrison Chairman](#) ; [Harrison Clerk](#) ; [Hewitt Clerk](#) ; [Holton Clerk](#) ; [Holton Supervisor](#) ; [Hull Chairman](#) ; [Hull Clerk](#) ; [Johnson Chairman \(Tom@sdellenbecker.com\)](#) ; [Johnson Clerk \(clerk@townofjohnson.org\)](#) ; [Knowlton Chairman](#) ; [Knowlton Clerk](#) ; [Marathon Clerk](#) ; [Marathon Supervisor](#) ; [McMillan Clerk](#) ; [McMillan Supervisor](#) ; [McMillan Supervisor](#) ; [McMillan Township \(racingdirt@gmail.com\)](#) ; [Mosinee Chairman](#) ; [Mosinee Clerk](#) ; [Norrie Chairman](#) ; [Norrie Clerk](#) ; [Norrie Supervisor](#) ; [Plover Chairman](#) ; [Plover Clerk](#) ; [Reid Clerk](#) ; [Rib Falls Clerk](#) ; [Rib Falls Supervisor](#) ; [Rib Mountain-Scott Turner](#) ; [Rib Mountain Clerk](#) ; [Rietbrock Chairman](#) ; [Rietbrock Clerk](#) ; [Ringle Chairman](#) ; [Ringle Clerk](#) ; [Spencer Chairman](#) ; [Spencer Clerk](#) ; [Stettin Chairman](#) ; [Stettin Clerk](#) ; [Texas Chairman](#) ; [Texas Clerk](#) ; [Wausau Chairman](#) ; [Wausau Clerk](#) ; [Wausau Township](#) ; [Milt Olson](#) ; [Town Clerk](#) ; [Wien Clerk](#)  
**Cc:** [James Griesbach](#)  
**Subject:** FW: ATV/UTV Ordinance  
**Date:** Thursday, January 30, 2020 11:40:22 AM  
**Attachments:** [Template ATV cover ordinance for towns.docx](#)  
[ATV Ordinance modified.pdf](#)

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**From:** James Griesbach  
**Sent:** Thursday, January 30, 2020 11:00 AM  
**To:** Janice Schreiner <Janice.Schreiner@co.marathon.wi.us>  
**Subject:** FW: ATV/UTV Ordinance

Clerks/ Chairman

Below is a further explanation of the Marathon county's ATV/UTV ordinance for Marathon County corporation Counsel. There seems still to be some confusion so hopefully this clears things up.

If you have any question feel free to call myself or Michael Puerner

James M. Griesbach  
Marathon County Highway Commissioner

1430 West Street  
Wausau, WI 54401  
715.261.1801 office  
<http://www.co.marathon.wi.us/Departments/HighwayDepartment.aspx>

---

Under Wisconsin law, Marathon County has the authority to designate County highways as ATV and UTV routes and to regulate operation of ATVs and UTVs on county-designated routes and trails. However, under Section 23.33(11)(am) of the Wisconsin Statutes, local municipalities have been granted certain authority over roadways and bridges within their territorial boundaries. A local municipality may authorize and regulate the operation of ATVs and UTVs on highways that are not part of the national system of interstate highways and that have a speed limit of 35 miles per hour or less, if that highway is located within the territorial boundaries of the municipality, regardless of whether the municipality has jurisdiction over the particular highway. Similarly, local municipalities can authorize and regulate the operation of ATVs and UTVs with snow removal devices attached on any roadway within the municipality's territorial boundaries if the roadway has a speed limit greater than 45 miles per hour and regardless of whether the municipality has jurisdiction over the roadway. Finally, municipalities can also authorize and regulate operation of ATVs and UTVs on certain highway bridges within their territorial boundaries regardless of jurisdiction over the bridge.

Marathon County has expressed a preference that local ordinances within the County that regulate ATVs and UTVs share the same or similar conditions. Uniform or substantially similar regulations amongst local municipalities will make enforcement of ATV and UTV regulations by the Marathon County Sheriff's Office simpler and more effective and will allow ATV and UTV users in Marathon County to avoid substantial changes in regulation as they travel from town to town.

To this end, in December of 2019, Marathon County approved wholesale changes to the County's ATV/UTV ordinance, Section 7.125 of the Marathon County Code. A copy of the revised ordinance is attached to this email. The changes outlined in the ordinance create uniform procedures and requirements for the use and operation of ATVs and UTVs on routes and trails under County jurisdiction. The ordinance defines how ATV and UTV routes and trails may be designated and provides certain rules of operation for ATV and UTV use on County-designated routes and trails. This Ordinance does not affect the ability of municipalities in Marathon County to authorize the operation of ATVs and UTVs on certain roadways and bridges within the municipality's territorial boundaries regardless of the municipality's jurisdiction over that highway, as described above. Municipalities also retain the ability to adopt their own regulations on routes and trails that they may legally designate pursuant to Wis. Stat. § 23.33. However, if a municipality wishes to incorporate the provisions adopted by the County and delegate route designation to the County, where applicable, municipalities are encouraged to adopt the provisions passed by the Marathon County Board. A draft cover ordinance accomplishing this is attached hereto.

If a municipality adopts the provisions of Marathon County Code Section 7.125, that municipality may still request, though the provisions of the ordinance, that a particular route or trail be designated an ATV/UTV route or trail if it wishes to do so. The municipality also retains the ability to pass its own local ordinances.

Regardless of whether a municipality chooses to adopt the Marathon County Code section, the County does request that municipalities contact the Marathon County Highway Commissioner prior to designating portions of county highways as ATV/UTV routes so the County and municipalities can continue to work together on this issue.

---

Michael Puerner  
Deputy Corporation Counsel  
Marathon County Office of Corporation Counsel

Phone: 715-261-1140  
Fax: 715-261-1133

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ORDINANCE #O-\_\_\_\_-20

**ADOPTING THE PROVISIONS OF MARATHON COUNTY ORDINANCE 7.125 TO BE APPLIED IN THE TOWN  
OF \_\_\_\_\_**

**WHEREAS**, on December 17, 2019, the Marathon County Board repealed and replaced Section 7.125 of the Marathon County Code of Ordinances; and

**WHEREAS**, § 7.125 of the General Code of Ordinances for Marathon County addresses the regulation of ATVs and UTVs in Marathon County; and

**WHEREAS**, Wis. Stat. §§ 23.33(8)(b) and 23.33(11)(a) provides Towns in Wisconsin authority to designate certain roadways or highways as ATV/UTV routes and regulate the use and operation of ATVs and UTVs on certain routes within Towns; and

**WHEREAS**, the Town of \_\_\_\_\_ recognizes that having a uniform set of regulations for the use of ATVs and UTVs within Marathon County would support public safety; and

**WHEREAS**, the Town of \_\_\_\_\_ has reviewed the updated provisions of § 7.125 of the General Code of Ordinances for Marathon County and finds it appropriate to adopt the provisions and regulations therein in full within the jurisdiction of the Town; and

**NOW, THEREFORE, BE IT ORDAINED AND RESOLVED** that the Town of \_\_\_\_\_ does hereby adopt the provisions of § 7.125 of the General Code of Ordinances for Marathon County in full to be applied to all ATV and UTV routes and trails designated as such within the jurisdiction of the Town; and

**NOW, THEREFORE, BE FURTHER IT ORDAINED AND RESOLVED** that the Town of \_\_\_\_\_ does hereby adopt in full the regulations on ATV and UTV use and the rules of operation as expressed in § 7.125 of the General Code of Ordinances for Marathon County to be applied to the use and operation of ATVs and UTVs within the Town on designated ATV and UTV routes or trails; and

**NOW, THEREFORE, BE IT FURTHER ORDAINED AND RESOLVED** that the Town of \_\_\_\_\_ does hereby adopt the application process for ATV and UTV route and trail designation outlined in § 7.125 of the General Code of Ordinances for Marathon County to be applied to the designation of ATV routes and trails within the jurisdiction of the Town; and

**NOW, THEREFORE, BE IT FURTHER ORDAINED AND RESOLVED** that the Town of \_\_\_\_\_ does hereby approve the enforcement of the regulations and rules of operations in § 7.125 of the General Code of Ordinances for Marathon County by the Marathon County Sheriff's Office; and

**NOW, THEREFORE, BE IT ORDAINED AND RESOLVED** that a copy of this Ordinance shall be sent to the State of Wisconsin and local law enforcement as required by law; and

**BE IT FURTHER RESOLVED** that the ordinance shall take effect upon passage and publication as required by law.

Dated the \_\_\_\_ day of \_\_\_\_\_, 2020.

**MARATHON COUNTY ORDINANCE Sec. 7.125**  
**ALL-TERRAIN VEHICLES AND UTILITY TERRAIN VEHICLES**

- (1) *Intent.* To create uniform procedures and requirements for the use and operation of All-Terrain Vehicles and Utility Terrain Vehicles on Marathon County routes and trails.
- (2) *Definitions.* In this section, words and phrases used herein shall have the meaning as defined by Wis. Stat. § 23.33(1), unless otherwise defined herein. All-terrain vehicles (hereinafter referred to as ATVs) shall have the definition given in Wis. Stat. § 340.01(2g). Utility terrain vehicles (hereinafter referred to as UTVs) shall have the definition given in Wis. Stat. § 23.33(1)(ng). Any reference to a Wisconsin Statute Section or Administrative Code Regulation is a reference to that specific chapter, section, code, or its successor chapter, section, or code. Any future amendments, revisions, or modifications of the statutes or administrative code incorporated herein are intended to be made part of this Code in order to secure uniform statewide regulation of all-terrain vehicles.
- (3) *Statutory Authority.* Marathon County is authorized to designate highways as ATV/UTV routes pursuant to Wis. Stat. §§ 23.33(8)(b) and 59.02, and is authorized to enact ordinances regulating ATVs and UTVs on designated routes and trails pursuant to Wis. Stat. § 23.33(11)(a).
- (4) *Designating ATV/UTV Routes.* The Marathon County Highway Commissioner (Commissioner) may designate ATV/UTV routes following due consideration of the recreational value and after weighing possible dangers, public health, liability concerns, terrain involved, traffic density, and history of automobile traffic on potential and existing routes.
  - (a) *Duties of Highway Commissioner.*
    - (i) The Commissioner shall designate which portions of county highways are ATV/UTV routes. The Commissioner will update the Infrastructure Committee with respect to the status of, and changes to, ATV/UTV routes.
    - (ii) The Commissioner shall ensure that all routes designated pursuant to this Ordinance are properly posted.
    - (iii) The Commissioner shall establish the official ATV/UTV route opening and closing dates for each year. Dates shall be posted on the Marathon County website in a place visible to the public.
    - (iv) All routes established pursuant to this Ordinance shall be reviewed annually by the Commissioner to consider the continued value, efficacy, and need for the ATV/UTV routes.

(b) *Application Process for Route Designation.* The Commissioner shall develop policies and procedures for consideration of, and designation of, ATV/UTV routes in accordance with the requirements of Wis. Stat. § 23.33, Wis. Admin. Code NR § 64, and the provisions of this Ordinance.

(i) *Municipalities.* Any town, village, or city in Marathon County may apply to the Commissioner and request that portions of county highways be designated as ATV/UTV routes. Applications shall be completed on a form prescribed by the Commissioner and must be in compliance with the policies and procedures developed by the Commissioner for the designation of ATV/UTV routes. The town, village, or city must further affirm that the municipality will pay for the costs to make, install, and maintain ATV/UTV route signs.

(ii) *ATV/UTV Clubs.* An organization that has assembled as a recognized ATV/UTV club may apply to the Commissioner and request that the Commissioner designate an ATV/UTV route within Marathon County. Applications shall be completed on a form prescribed by the Commissioner and must be in compliance with the policies and procedures developed by the Commissioner for the designation of ATV/UTV routes. An ATV/UTV club must further affirm that the club will pay for the costs to make, install, and maintain ATV/UTV route signs.

(iii) The County Board of Supervisors may rescind or modify the designation of an ATV/UTV route by enactment of an ordinance rescinding or modifying the designation.

(iv) *Application requirements.* An application for designation of an ATV/UTV route, at a minimum, include the following:

1. A map showing the proposed ATV/UTV route on the county highway system.
2. A map showing any ATV/UTV trails leading to the proposed route.
3. A statement explaining why the proposed route should be designated as an ATV/UTV route.
4. If the applicant is an ATV/UTV club, the names and addresses of its officers, the date when the organization was established or incorporated, and the number of members.
5. A statement that the applicant will be financially responsible for payments for the installation and maintenance of required ATV/UTV route signs.

6. Any municipality in which the segment of a county roadway being proposed as an ATV/UTV route exists must have adopted the regulations in (6) of this provision for the application to be considered.
- (v) *Appeal.* The Commissioner's determination regarding an application for or continuation of a designated ATV/UTV route may be appealed by the person aggrieved as provided in Chapter 24 of the Marathon County Code of Ordinances. In the event of an appeal, the review of the Commissioner's initial determination shall be conducted by the county administrator or his or her designee.
- (5) *Designating ATV/UTV Trails.* The Wausau and Marathon County Parks, Recreation, and Forestry Director (Director) may designate ATV/UTV trails following due consideration of the recreational value and after weighing possible dangers, public health, liability concerns, and terrain involved.
    - (a) *Duties of Director.*
      - (i) The Director shall designate which portions of county land are designated as ATV/UTV trails. The Director will update the Infrastructure Committee with respect to the status of, and changes to, ATV/UTV trails.
      - (ii) The Director shall ensure that all trails designated pursuant to this Ordinance are properly posted.
      - (iii) The Director shall establish the official ATV/UTV trail opening and closing dates for each year. Dates shall be posted on the Marathon County website in a place visible to the public.
      - (iv) All trails established pursuant to this Ordinance shall be reviewed annually by the Director to consider the continued value, efficacy, and need for the ATV/UTV trails.
    - (b) *Application Process for Trail Designation.* The Director shall develop policies and procedures for consideration of, and designation of, ATV/UTV trails in accordance with the requirements of Wis. Stat. § 23.33, Wis. Admin. Code NR § 64, and the provisions of this Ordinance.
      - (i) *Municipalities.* Any town, village, or city in Marathon County may apply to the Director and request that portions of county lands be designated as ATV/UTV trails. Applications shall be completed on a form prescribed by the Director and must be in compliance with the policies and procedures developed by the Director for the designation of ATV/UTV trails. The town, village, or city must further affirm that the municipality will pay for the costs to make, install, and maintain ATV/UTV trail signs.

(ii) *ATV/UTV Clubs.* An organization that has assembled as a recognized ATV/UTV club may apply to the Director and request that the Director designate an ATV/UTV trail within Marathon County. Applications shall be completed on a form prescribed by the Director and must be in compliance with the policies and procedures developed by the Director for the designation of ATV/UTV trails. An ATV/UTV club must further affirm that the club will pay for the costs to make, install, and maintain ATV/UTV trail signs. The Director may require an ATV/UTV club to execute a trail maintenance contract and obtain or maintain insurance as required by Marathon County.

(iii) The County Board of Supervisors may rescind or modify the designation of an ATV/UTV trail by enactment of an ordinance rescinding or modifying the designation.

(iv) *Application requirements.* An application for designation of an ATV/UTV trail must, at a minimum, include the following:

1. A map showing the proposed ATV/UTV trail in relation to the county highway system.
2. A map showing any ATV/UTV routes leading to the proposed trail.
3. A statement explaining why the proposed trail should be designated as an ATV/UTV trail.
4. If the applicant is an ATV/UTV club, the names and addresses of its officers, the date when the organization was established or incorporated, and the number of members.
5. A statement that the applicant will be financially responsible for payments for the installation and maintenance of required ATV/UTV trail signs.
6. If the proposed trail travels on private property, a statement from the owner of said property attesting that the landowner will consent to the creation of a trail on said property.

(b) *Appeal.* The Director's determination regarding an application for or continuation of a designated ATV/UTV trail may be appealed by the person aggrieved as provided in Chapter 24 of the Marathon County Code of Ordinances. In the event of an appeal, the review of the Director's initial determination shall be conducted by the county administrator or his or her designee.

(6) *Regulation of ATVs and UTVs.* Except as otherwise provided herein, the statutory provisions of Wis. Stat. § 23.33 and Wis. Admin. Code NR § 64, which create, describe, and define regulations with respect to ATVs and UTVs, are adopted and, by reference, made a part of this Code as if fully set forth herein.

(a) *Operator and Rider Requirements.* Any person who operates or rides as a passenger on an ATV or UTV on a roadway that is an ATV/UTV route in Marathon County designated pursuant to Wis. Stat. § 23.33(8)(b)1, or an ATV/UTV trail in Marathon County designated pursuant to Wis. Stat. § 23.33(8)(c), must meet the following requirements:

(i) Any operator or passenger shall comply with all federal, state, and local laws, orders, regulations, restrictions, and rules, including those outlined in Wis. Stat. § 23.33 and Wis. Admin. Code NR § 64. All ATV/UTV rules of operation outlined in Wis. Stat. § 23.33 and Wis. Admin. Code NR § 64 are adopted and incorporated in this Ordinance.

(ii) No person may operate an ATV or UTV without having attained the age of 16.

(iii) No person may operate an ATV or UTV without a valid driver's license.

(iv) All operators shall have a liability insurance policy in force on any ATV or UTV operated on an ATV/UTV route or trail. The liability insurance policy must have the following minimum coverages:

- a. \$10,000 for property damage
- b. \$25,000 for the injury or death of one person
- c. \$50,000 for the injury or death of more than one person

(b) *Rules of Operation.* The operation of an ATV or UTV on a roadway that is an ATV/UTV route in Marathon County designated pursuant to Wis. Stat. § 23.33(8)(b)1, or an ATV/UTV trail in Marathon County designated pursuant to Wis. Stat. § 23.33(8)(c), is subject to the following rules of operation:

(i) Any operator or passenger shall comply with all federal, state, and local laws, orders, regulations, restrictions, and rules, including those outlined in Wis. Stat. § 23.33 and Wis. Admin. Code NR § 64. All ATV/UTV rules of operation outlined in Wis. Stat. § 23.33(3) are adopted and incorporated in this Ordinance.

(ii) Operators may only operate on a designated ATV/UTV route or trail if said route or trail is signed in accordance with Wis. Stat. § 23.33(8)(e) and Wis. Admin. Code NR § 64.12(7).

(iii) *Speed Limits.*

a. Operators on ATV/UTV routes shall observe a speed limit not to exceed 35 miles per hour or the posted speed limit on the roadway, whichever is less.

b. Operators on ATV/UTV trails shall observe a speed limit not to exceed 35 miles per hour or the posted speed limit on the trail, whichever is less.

(iv) Operators shall ride in single file.

(v) Operators may not operate an ATV or UTV on an ATV/UTV route at any time before or after Operating Hours. Operating Hours are designated as one hour before sunrise and one hour after sunset.

(vi) All ATVs and UTVs must operate with fully functional headlamps, tail lamps, and brake lights.

(vii) Every ATV or UTV shall be equipped, maintained, and operated to prevent excessive or unusual noise. No person shall operate an ATV or UTV on an ATV/UTV Route unless the vehicle is equipped with a muffler or other effective noise-suppressing system in good working order and in constant operation.

(c) *Enforcement.*

(i) Any act that is required or is prohibited by any statute or administrative code provision incorporated herein by reference is required or prohibited by this Code.

(ii) The Marathon County Sheriff's Office, local law enforcement agencies, and the Marathon County Parks, Recreation & Forestry Department shall have authority to enforce this Ordinance pursuant to Wis. Stat. § 23.33 (12).

(d) *Penalties.*

(i) Any forfeiture for a violation of State Statute or Administrative Code adopted by reference in this Ordinance shall conform to the forfeiture permitted to be imposed for violation of said statutes or code provisions as set forth therein.

(ii) Any violation of a section of this Ordinance without a penalty specified by statute or administrative code shall have a cash deposit requirement of fifty dollars (\$50.00) plus court costs. A cash deposit requirement of one-hundred fifty dollars (\$150.00) plus court costs will be required for a second violation of this Ordinance within a 12-month period.

(7) *Severability.* The provisions of this ordinance shall be deemed severable and it is expressly declared that Marathon County would have passed the other provisions of this ordinance irrespective of whether or not one or more provisions may be declared invalid. If any provision of this ordinance or the application to any person or circumstances is held invalid, the remainder of the ordinance and the application of such provisions to other person's circumstances shall not be deemed affected.

# REQUEST FOR CONSIDERATION

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<b>Public Mtg/Date:</b>	<b>Village Board – 7/20/2020</b>
<b>Description:</b>	<b>Tanya/Tricia Lift Station Contract</b>
<b>From:</b>	<b>Michael Wodalski, Director of Public Works Josh Swenson, Utility Superintendent</b>
<b>Question:</b>	<b>Should the Village Board award an Engineering contract to Becher Hoppe for Engineering Services in the amount of \$38,000 for the Tanya/Tricia Lift Station Replacement?</b>

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## Background

The Sanitary Sewer utility has been working on replacing all of the vacuum primed pump stations which date back to the 1980's. Most recently the Village replaced the stations on Ross Ave (near the new Misty Pines Subdivision), Mesker St (near Old Castle Glass/Colleen Ave) and Harlyn Ave. There is just one vacuum primed station left yet to be replaced at the intersection of Tanya and Tricia. The purpose of replacing these stations is to convert them to submersible pump style stations to improve equipment reliability and improved safety for staff conducting routine operation and maintenance activities.

The Tanya/Tricia station was identified in the Village's Capital Plan as a Sewer Utility cost for 2020 in the amount of \$500,000. It is likely that only design will be able to be finalized this year with construction more than likely happening in 2021. This station has frequent issues with grease build-up in the wet well and the hope is to be able to design a new station that will minimize the amount of grease buildup in the station.

The Village sought proposals previously for the Ross and Mesker stations which were designed by Becher Hoppe. Becher Hoppe was also chosen to design the Harlyn Ave station in 2019. To stay consistent with design factors and specifications staff's recommendation is to move forward with Becher Hoppe for the design of the Tanya/Tricia station as well. Their proposal has a cost of \$24,000 for design services and \$14,000 for construction services for a total of \$38,000. The design cost is slightly higher than past proposals (\$5,000). This is due primarily because of staff asking them to perform a site analysis study. Unlike the other stations that were replaced there was adequate right-of-way and/or an adjacent vacant lot that could be used to site the new station next to the old one. In this case, the existing station is located at the Southeast corner of the Tricia and Tanya intersection and as such there is not a lot of extra right-of-way to work with in the same spot. Thus, extra analysis will need to be done to determine the best location for the replacement station. The estimate for design services for this project is the same as the Harlyn Ave project.

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<b>Attached Docs:</b>	<b>Becher Hoppe Proposal Sanitary Sewer Utility CIP</b>
<b>Committee Action:</b>	<b>Public Works Recommended Awarding to Becher Hoppe</b>

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# REQUEST FOR CONSIDERATION

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**Fiscal Impact:** Total of \$38,000 will be paid by the Sanitary Sewer Fund

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**Recommendation:** Staff recommends awarding the contract to Becher Hoppe in the amount of \$38,000.

## Recommended Language for Official Action

**I Move to Approve the Engineering Services contract with Becher Hoppe for \$38,000 for the replacement of the Tanya/Tricia Sanitary Sewer Lift Station.**

**Or, Something else**

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\_ Additional action:



330 N. 4th Street, Wausau, WI 54403-5417  
715-845-8000 | becherhoppe.com

July 2, 2020

Mr. Michael Wodalski, PE  
Director of Public Works  
Village of Weston  
5500 Schofield Avenue  
Weston, WI 54476

Subject: Proposal/Agreement for Tanya-Tricia Avenue Lift Station Replacement

Dear Michael:

### **SCOPE/DESCRIPTION**

The Village of Weston desires to replace an existing recessed wetwell type lift station with a submersible pump lift station using an integral valve vault.

### **BASIC SERVICES**

Basic Services include the following scope of services:

- A. Tanya-Tricia Lift Station Replacement Alternatives
  - 1. Evaluate lift station removal alternatives by determining if a gravity sewer can replace the lift station.
  - 2. Evaluate location of new lift station, while considering cost, site layout, and Wisconsin DNR regulations
  
- B. Tanya-Tricia Lift Station Facilities Plan / Basis of Design
  - 1. Schedule and conduct a project kick-off meeting with Village to collect data and establish project goals.
  - 2. Review ultimate sewer service area and determine contributory flows.
  - 3. Prepare a facilities plan/design report for sizing of the pumps and wetwell.
  - 4. Meet with Village to confirm basis of design for pumps and standby generator system, and conceptual site layout.
  
- C. Lift Station Design Phase
  - 1. Perform a topographic field survey of the lift station site and surrounding area.
  - 2. Design site layout including erosion control and storm water management.
  - 3. The pump design is one of the critical aspects of a lift station project. Recently non-clog lift station pumps have been experiencing pumping difficulties due to "disposable" hand wipes in the wastewater. Based on our experiences, we strongly recommend using a bladeless/vortex action type pump impeller and casing design. While most equipment manufacturers offer this feature, all do not perform equally.
  - 4. JDR Engineering, INC of Madison WI will be electrical and controls sub consultant
  - 5. Design pump control system that uses pressure transducer with float backup control.
  - 6. Size and design an emergency engine-generator and automatic transfer switch.
  - 7. Design lift station with means for future connection to the Village's SCADA System.

8. Power supply evaluation and recommendations
9. Our design will address the National Electric Code (NEC) requirements for fault current protection for the electric control panel.
10. We will prepare an opinion of probable cost and construction schedule.
11. Meet with Village to review 60% plans, specifications, opinion of probable cost and construction schedule.
12. We will secure Wisconsin Department of Natural Resources (WDNR) permit for the lift station design.

#### D. Bidding Phase

1. Prepare bid documents compatible for use with Quest bidding service.
2. Prepare updated opinion of probable cost.
3. Attend bid opening.
4. Provide bid assistance and bid addendums as needed.
5. Review bids and make recommendation for award.

#### E. Construction Phase

1. Construction Administration Services
  - i. Prepare the contract documents between Contractor and Village.
  - ii. Schedule and conduct a preconstruction meeting and distribute meeting minutes to attendees.
  - iii. Coordinate and conduct monthly construction progress meetings. Distribute meeting minutes to attendees.
  - iv. Conduct periodic visits to the job site to review the progress and quality of the work being performed.
  - v. Monitor work performance for conformance with construction schedule, specification, and job requirements. Report regularly to the Village.
  - vi. Interpretation of the plans, specifications, and other contract documents as required.
  - vii. Review and process all required shop drawings.
  - viii. Review and approve substitution requests, respond to Request for Information, and assistance in preparation of any necessary change orders.
  - ix. Process contract change order requests as required. However, contract change orders will be first verified with Village Officials prior to preparation. It is the intent of the Village that change orders will be minimized to the extent practical
  - x. Process/coordinate warranty documentation on behalf of the Village.
  - xi. Preparation of record drawings (as-builts) of the completed facilities in accordance with the Village's standard requirements.
  - xii. Perform one-year warranty inspection with Village staff and Contractor.
  - xiii. The Construction Management Phase will be considered complete upon Village's acceptance of completed improvements, Contractor's contract closeout, and acceptance of any record drawings.
  - xiv. Prepare a construction binder consisting of project photos, the project manual and plans, bids, measurements of items, truck tickets, material certifications, shop drawings, change orders, pay requests, inspectors field book, record drawings. Deliverables include on hard copy binder and a .PDF digital copy.
2. Resident Project Representative
  - i. Conduct periodic visits to the job site to generally review the progress and quality of the work being performed. Minimum site visits include:
    - 1) Preconstruction Meeting
    - 2) Construction Startup



- 3) Wetwell Excavation
- 4) Sewer Excavation and Installation
- 5) Pipe Connection to Station
- 6) Station Operational Startup

### **ADDITIONAL SERVICES**

We can provide additional services as may be required and will provide a Proposal for such services upon request. Additional services may include:

1. We recommend consideration of a 40-foot deep soil boring at the lift station site. The soil type and groundwater level information would be beneficial to the potential contractors in preparing their bid.
2. We recommend using a separate equipment procurement process for the wastewater pump with controls and engine-generator equipment. This allows the Village to select that equipment which offers greatest benefit to the Village regarding equipment performance and also allows opportunity for standardization of equipment.
3. SCADA design and integration

### **CLIENT RESPONSIBILITIES**

The Client shall provide, or make available, all relevant information and data pertaining to this project to Becher-Hoppe Associates, Inc. The Client shall also provide access to all private and public property which is required for Becher-Hoppe Associates, Inc. to perform their services. Additionally, the Client shall provide the following:

1. Record Drawings for the Tanya-Tricia lift station.
2. Existing pump data for Tanya-Tricia lift station.
3. Pumping records for 2017–2020 for the Tanya-Tricia lift station.
4. Water use records for 2017–2020 of the service area for Tanya-Tricia lift station.
5. Inspect and photograph the existing wetwell manhole to confirm whether it can be reused. It has been our experience that concrete wetwell manholes are often reusable.



## COMPENSATION

The scope of work and respective fees is summarized as follows:

A. Tanya-Tricia Lift Preliminary Design	Lump Sum	\$6,500
B. Tanya-Tricia Final Design and Bidding	Lump Sum	\$17,500
<b>Design and Bidding Total</b>	<b>Total</b>	<b>\$24,000</b>

### C. Construction Phase

1. Administration	Lump Sum	\$5,000
2. Resident Project Representative	Hourly Estimate	\$9,000
<b>Construction Total</b>	<b>Total</b>	<b>\$14,000</b>

Lump Sum Compensation constitutes complete compensation for all direct labor, payroll burden, general and administrative overhead, profit, travel, equipment, and materials necessary to complete the tasks as set forth in the Basic Services.

Hourly estimate is based on 2020 Rate Schedule attached. Per diem expenses of travel, meals, or lodging are not applicable on this project.



## TIME FRAME

We will commence work on this project immediately upon receipt of your executed copy of this Proposal/Agreement. We anticipate completion of our work as follows, with an accepted contract by July 31, 2020:

<u>Work Item</u>	<u>Completion Date</u>
A. Lift Station Replacement Evaluation/Kickoff	August 21, 2020
B. Preliminary Design	October 2, 2020
C. 60% Plan Review	November 20, 2020
D. Final Bid Documents	December 18, 2020
E. Bidding Phase	January/February 2021
F. Lift Station Construction Services	Per Village's Schedule

All time frames are based on prompt review of documents by Village staff.

If the Lift Station will be re-located more than 150 feet from existing location, additional time and compensation will be required for transmission sewer design.

## PROJECT PERSONNEL

Project Manager will be Matthew Patterson, PE, who may be reached at 715-845-0419, or mpatterson@becherhoppe.com. If the Project Manager is unavailable, your secondary contact is Steve Opatik at 715-845-0418 or sopatik@becherhoppe.com.

## STANDARD CONDITIONS

Included with this Proposal/Agreement are our Standard Agreement Provisions which are part of this Proposal/Agreement for professional services. Please review this document.

## RATE SCHEDULE

Included with this Proposal/Agreement is our 2020 Rate Schedule which are part of this Proposal/Agreement for professional services.



**ACCEPTANCE**

If the terms of this Proposal/Agreement are acceptable, please sign and return to our office as our authorization to begin work. This proposal is valid for 30 days.

We look forward to the opportunity to be of service.

Sincerely,

Matthew Patterson, PE  
Project Manager

Stephen M. Opatik, PE  
Senior Project Manager

SMO

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ACCEPTED BY:

Village of Weston

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



## Becher-Hoppe Associates, Inc. Standard Agreement Provisions

### 1. Billings and Payments

Becher-Hoppe Associates, Inc. (Consultant) will provide Client with monthly invoices. Payment is due upon receipt. Amounts unpaid after 30 days will bear interest of 1.5% per month (18% annually) until paid.

### 2. Construction Phase Services

If this Agreement provides for any construction phase services by Consultant, it is understood that the Contractor, not Consultant, is responsible for the construction of the project, and that Consultant is not responsible for the acts or omissions of any contractor, subcontractor or material supplier; for safety precautions, programs or enforcement; or for construction means, methods, techniques, sequences and procedures employed by the Contractor.

### 3. Dispute Resolution

Client and Consultant agree that they shall first submit any and all unsettled claims, counterclaims, disputes, and other matters in question between them arising out of or relating to this Agreement to mediation in accordance with the Construction Industry Mediation Rules of the American Arbitration Association in effect at the date of this agreement.

### 4. Force Majeure

Neither party shall be deemed in default of this Agreement to the extent that any delay or failure in the performance of its obligations results from any cause beyond its reasonable control and without its negligence.

### 5. Hazardous Environmental Conditions

It is acknowledged by both parties that Consultant's scope of services does not include any services related to the presence at the site of asbestos, PCB's, petroleum, hazardous waste or radioactive materials. Client acknowledges that Consultant is performing professional services for Client and Consultant is not and shall not be required to become an "arranger," "operator," "generator" or "transporter" of hazardous substances, as defined in the Comprehensive Environmental Response, Compensation, and Liability Act of 1990 (CERCLA).

### 6. Indemnification

Client and Consultant each agree to indemnify and hold the other harmless, and their respective officers, employees, agents and representatives from and against liability for all claims, losses, damages and expenses, including reasonable attorney's fees, to the extent such claims, losses, damages, or expenses are caused by the indemnifying party's negligent acts, errors or omissions. In the event claims, losses, damages or expenses are caused by the joint or concurrent negligence of Client and Consultant, they shall be borne by each party in proportion to its negligence.

### 7. Opinion of Cost

When included in Consultant's scope of services, opinions or estimates of probable construction cost are prepared on the basis of Consultant's experience and qualifications and represent Consultant's judgment as a professional generally familiar with the industry. However, since Consultant has no control over the cost of labor, materials, equipment or services furnished by others, over contractor's methods of determining prices, or over competitive bidding or market conditions, Consultant cannot and does not guarantee that proposals, bids, or actual construction cost will not vary from Consultant's opinions or estimates of probable construction cost.

### 8. Standard of Care

The standard of care for all professional services performed or furnished by Consultant under this Agreement will be the skill and care used by members of Consultant's profession practicing under similar circumstances at the same time and in the same locality. Consultant makes no warranties, express or implied, under this Agreement or otherwise, in connection with Consultant's services.

### 9. Termination of Contract

Client may terminate this Agreement with seven days' prior written notice to Consultant. Failure of Client to make payments when due shall be cause for suspension of services or, ultimately, termination, unless and until Consultant has been paid in full all amounts due for services, expenses and other related charges.

### 10. Ownership of Documents

All documents prepared or furnished by Consultant pursuant to this Agreement are instruments of Consultant's professional service, and Consultant shall retain an ownership and property interest therein. Consultant grants Client a license to use instruments of Consultant's professional service for the purpose of constructing, occupying and maintaining the Project. Reuse or modification of any such documents by Client, without Consultant's written permission, shall be at Client's sole risk, and Client agrees to indemnify and hold Consultant harmless from all claims, damages and expenses, including attorney's fees, arising out of such reuse by Client or by others acting through Client.

### 11. Use of Electronic Media

Copies of documents that may be relied upon by Client are limited to the printed copies, (also known as hard copies) which are signed or sealed by Consultant. Files in electronic media format or text, data, graphic or other types that are furnished by Consultant to Client are only for convenience of Client. Any conclusion or information obtained or derived from such electronic files will be at the user's sole risk. When transferring documents in electronic media format, Consultant makes no representations as to long-term compatibility, usability, or readability of documents resulting from the use of software application packages, operating systems or computer hardware differing from those in use by Consultant at the beginning of this assignment.



330 N. 4th Street, Wausau, WI 54403-5417  
715-845-8000 | becherhoppe.com

## 2020 Rate Schedule

<u>Classification</u>	<u>Hourly Rate</u>	<u>Per Diem</u>	<u>Rate</u>
Project Engineer III, PE	\$150	Meal-Breakfast (at IRS rate)	\$13.00
Project Engineer II, PE	\$130	Meal-Lunch (at IRS rate)	\$14.00
Project Engineer I, PE	\$110	Meal-Dinner (at IRS rate)	\$23.00
Civil 3D Designer	\$125	Travel (at IRS rate)	\$0.575/mile
Staff Engineer	\$95	Lodging	At Cost
Engineer Intern	\$70		
		<b><u>Field Equipment</u></b>	<b><u>Rate</u></b>
CAD Technician III	\$95	GPS	\$40/Hour
CAD Technician II	\$85	Robotic Total Station	\$40/Hour
CAD Technician I	\$75		
		<b><u>Supplies</u></b>	<b><u>Rate</u></b>
Project Representative III	\$115	Irons	\$2/Each
Project Representative II	\$95	Wood Lath	\$0.35/Each
Project Representative I	\$85	Postage	At Cost
		Printing Materials	At Cost
Land Surveyor, PLS	\$110		
		<b><u>Other</u></b>	<b><u>Rate</u></b>
Survey Technican II	\$85	Plan Approval Fees	At Cost
Survey Technician I	\$75	Sub-consultant's Fee X	1.03
		Expert Witness Rate X	2
Real Estate Specialist II	\$125	Overtime Rate X	1.25
Technical Assistant	\$90		
Administrative	\$65		

Updated 1/24/20

The rates set forth above may be adjusted to reflect any change in personnel and to reflect the results of the firm's annual salary and reimbursable expenses review practices.

# STANDARD HOURLY RATES



Principal .....	\$160.00
Sr. Partner .....	\$160.00
Engineer 5 .....	\$150.00
Engineer 4 .....	\$135.00
Engineer 3 .....	\$120.00
Engineer 2 .....	\$100.00
Engineer 1 .....	\$90.00
Designer 6 .....	\$155.00
Designer 5 .....	\$140.00
Designer 4 .....	\$125.00
Designer 3 .....	\$110.00
Designer 2 .....	\$100.00
Designer 1 .....	\$85.00
Revit/CAD Technician.....	\$75.00
Administration .....	\$65.00
Vehicle mileage .....	\$0.50/ mile
Sub Consultants .....	at cost + 7.5%
Printing/Reproduction.....	at cost + 10%
Permit/Plan Approval Fees .....	at cost + 10%
Shipping .....	at cost + 10%

**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	Tanya/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
<b>2020 Project Totals</b>		<b>\$ 2,530,470</b>	<b>\$ 791,426</b>	<b>\$ 452,400</b>	<b>\$ 170,102</b>	<b>\$ 3,014,367</b>	<b>\$ 6,958,765</b>
		<b>Water</b>	<b>Sanitary</b>	<b>Storm</b>	<b>Ref/Rec</b>	<b>General</b>	<b>Total</b>
<b>2020 Street Subtotal</b>		<b>\$ 399,039</b>	<b>\$ 184,995</b>	<b>\$ 381,832</b>	<b>\$ -</b>	<b>\$ 1,598,131</b>	<b>\$ 2,563,997</b>
<b>2020 Utility Subtotal</b>		<b>\$ 2,125,000</b>	<b>\$ 600,000</b>	<b>\$ 67,240</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,792,240</b>
<b>2020 Facility Subtotal</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ 589,000</b>	<b>\$ 639,000</b>
<b>2020 Aquatic Center Subtotal</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 154,000</b>	<b>\$ 154,000</b>
<b>2020 Park Subtotal</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>
<b>2020 Equipment Subtotal</b>		<b>\$ 6,431</b>	<b>\$ 6,431</b>	<b>\$ 3,328</b>	<b>\$ 120,102</b>	<b>\$ 663,237</b>	<b>\$ 799,529</b>

# REQUEST FOR CONSIDERATION

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<b>Public Mtg/Date:</b>	<b>Village Board – 7/20/2020</b>
<b>Description:</b>	<b>Sealcoating of Water and Sewer Utility Facilities</b>
<b>From:</b>	<b>Josh Swenson, Utility Superintendent Michael Wodalski, Director of Public Works</b>
<b>Question:</b>	<b>Should the Village Board approve the proposal from Jet Black to Sealcoat 10 Utility Facilities for a cost of \$5,966.64?</b>

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## Background

The Village of Weston contacted five contractors to perform sealcoating operations for water and sewer facilities throughout the Village. There are a total of 10 facilities that will be seal coated that include 3 Well Houses, 6 Lift Stations and 1 Water Tower. The Village received proposals from 3 contractors to perform the work. Each contractor that submitted proposals stated they had significant back log of work with one contractor unable to commit to doing the work at all.

Jet-Black sealcoating process includes power cleaning existing surfaces with blower and wire broom followed by heat treatment of any oil staining. Jet-Black will apply an industrial grade non-tracking, skid resistant sealer by brush using a multi pass technique which helps to penetrate the pores better than spraying. Jet-Black also conducts crack flattening along with the hot rubber crack and joint repair.

The Village sought to have this sealcoating completed last year but ran into similar issue with contractors not having time available due to high demand. Additional delays could cause further degradation of existing pavements that would be more costly to do full pavement replacements.

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**Attached Docs:** - Proposal from Jet-Black

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**Committee Action:** - Public Works recommended awarding the contract

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**Fiscal Impact:** - Costs will paid through the Water and Sewer facility funds

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**Recommendation:** Staff recommendation is to approve the proposal from Jet-Black to Sealcoat 10 Utility Facilities for the total amount of \$5,966.64.

## Recommended Language for Official Action

**I move to approve the proposal from Jet-Black to Sealcoat 10 Utility Facilities for a cost of \$5,966.64.**

**Or, Something else**

---





Jet-Black of Central Wisconsin  
 3902 Pat St  
 Weston, WI 54476-1613  
 (715) 693-0400 Office  
 gary@jet-black.com

**Professionally**  
 Servicing Customers  
 Since 1987

**Rated #1**  
 Pavement Maintenance Franchise  
 by Entrepreneur Magazine  
 Since 1998

Proposal Date: **Wed, Jun 3, 2020**  
 Job # **951,502**

floors, sidewalks, and street curbs. **NOTICE:** Paver/brick seams and vertical seams, like foundations, are generally not filled. Contact us for clarification.

**LIFT STATIONS**

**2820 Schofield Ave \$144.00**

The asphalt surface will be POWER CLEANED as needed with a blower and wire broom. Oil stains may need to be primed and HEAT treated with a propane torch. Our non-tracking, skid-resistant, industrial grade sealer will be BRUSH APPLIED using a multi-pass technique with a prostrand brush, which penetrates the sealer into the pores of the blacktop better than spraying. Please keep your driveway barricaded with Jet-Black caution tape for 48 hrs. Visit [www.Jet-Black.com/Small\\_Print](http://www.Jet-Black.com/Small_Print) for more details on what you can expect.

**HOT Rubber Crack Repair \$24.75**

Highway grade rubber crackfiller is heated to 400 degrees and poured into cleaned STRUCTURAL CRACKS and scraped out. The rubber remains pliable in cold temperatures, resisting splitting. **NOTICE:** All cracks may not be filled. Thin, superficial, excessive or spider-webbed cracks may not be appropriate to fill with hot rubber. Some cracks will split in the first winter season. Contact us or visit [www.Jet-Black.com/expectations](http://www.Jet-Black.com/expectations) for more info.

**HOT Rubber Joint Repair \$8.25**

The joint is the seam that develops between the asphalt and concrete slab surfaces and is susceptible to significant water/ice damage. HOT rubber joint filler is heated to a liquid at 400 degrees and installed into this seam. Common joints include garage floors, sidewalks, and street curbs. **NOTICE:** Paver/brick seams and vertical seams, like foundations, are generally not filled. Contact us for clarification.

**5200 Jelinek Ave. \$228.80**

**HOT Rubber Crack Repair \$41.25**

Highway grade rubber crackfiller is heated to 400 degrees and poured into cleaned STRUCTURAL CRACKS and scraped out. The rubber remains pliable in cold temperatures, resisting splitting. **NOTICE:** All cracks may not be filled. Thin, superficial, excessive or spider-webbed cracks may not be appropriate to fill with hot rubber. Some cracks will split in the first winter season. Contact us or visit [www.Jet-Black.com/expectations](http://www.Jet-Black.com/expectations) for more info.

**HOT Rubber Joint Repair \$72.75**

The joint is the seam that develops between the asphalt and concrete slab surfaces and is susceptible to significant water/ice damage. HOT rubber joint filler is heated to a liquid at 400 degrees and installed into this seam. Common joints include garage floors, sidewalks, and street curbs. **NOTICE:** Paver/brick seams and vertical seams, like foundations, are generally not filled. Contact us for clarification.

**5000 Mesker \$466.20**

**HOT Rubber Crack Repair \$0.00**

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**HOT Rubber Joint Repair \$34.50**

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**3111 Ross Ave. \$347.20**

**HOT Rubber Crack Repair \$0.00**



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 Weston, WI 54476-1613  
 (715) 693-0400 Office  
 gary@jet-black.com

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 by Entrepreneur Magazine  
 Since 1998

Proposal Date: **Wed, Jun 3, 2020**  
 Job #: **951,502**

Highway grade rubber crackfiller is heated to 400 degrees and poured into cleaned STRUCTURAL CRACKS and scraped out. The rubber remains pliable in cold temperatures, resisting splitting. **NOTICE:** All cracks may not be filled. Thin, superficial, excessive or spider-webbed cracks may not be appropriate to fill with hot rubber. Some cracks will split in the first winter season. Contact us or visit [www.Jet-Black.com/expectations](http://www.Jet-Black.com/expectations) for more info.

**HOT Rubber Joint Repair** **\$21.00**

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**5501 Ross Ave.** **\$540.00**

**HOT Rubber Crack Repair** **\$180.00**

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**HOT Rubber Joint Repair** **\$18.75**

The joint is the seam that develops between the asphalt and concrete slab surfaces and is susceptible to significant water/ice damage. HOT rubber joint filler is heated to a liquid at 400 degrees and installed into this seam. Common joints include garage floors, sidewalks, and street curbs. **NOTICE:** Paver/brick seams and vertical seams, like foundations, are generally not filled. Contact us for clarification.

**8700 Progress Way** **\$303.00**

**HOT Rubber Crack Repair** **\$91.50**

Highway grade rubber crackfiller is heated to 400 degrees and poured into cleaned STRUCTURAL CRACKS and scraped out. The rubber remains pliable in cold temperatures, resisting splitting. **NOTICE:** All cracks may not be filled. Thin, superficial, excessive or spider-webbed cracks may not be appropriate to fill with hot rubber. Some cracks will split in the first winter season. Contact us or visit [www.Jet-Black.com/expectations](http://www.Jet-Black.com/expectations) for more info.

**HOT Rubber Joint Repair** **\$27.00**

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**WATER TOWER**

**8600 Enterprise Way** **\$654.00**

**HOT Rubber Crack Repair** **\$112.50**

Highway grade rubber crackfiller is heated to 400 degrees and poured into cleaned STRUCTURAL CRACKS and scraped out. The rubber remains pliable in cold temperatures, resisting splitting. **NOTICE:** All cracks may not be filled. Thin, superficial, excessive or spider-webbed cracks may not be appropriate to fill with hot rubber. Some cracks will split in the first winter season. Contact us or visit [www.Jet-Black.com/expectations](http://www.Jet-Black.com/expectations) for more info.

**HOT Rubber Joint Repair** **\$23.25**

The joint is the seam that develops between the asphalt and concrete slab surfaces and is susceptible to significant water/ice damage. HOT rubber joint filler is heated to a liquid at 400 degrees and installed into this seam. Common joints include garage floors, sidewalks, and street curbs. **NOTICE:** Paver/brick seams and vertical seams, like foundations, are generally not filled. Contact us for clarification.



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Proposal Date:                      Job #  
**Wed, Jun 3, 2020**                      **951,502**

<b>TOTAL</b> <b>We propose</b> hereby to furnish material and labor complete in accordance with above specifications, for the total sum of: <b>Payment In Full Upon Completion.</b>	<b>Subtotal</b>	<b>\$6,629.60</b>
		<b>-\$662.96</b>
	<b>Tax Included</b>	<b>\$0.00</b>
	<b>Grand Total</b>	<b>\$5,966.64</b>

*We strive to be the best in the field of blacktop maintenance by taking an aggressive stance on product quality control, state-of-the-art equipment and up-to-date technology. All work is performed in a professional manner by experienced personnel. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders. **Unless otherwise noted, price assumes a single mobilization (service trip). Additional fees will apply if multiple mobilizations are required.** All agreements contingent upon delays beyond our control (weather). Our crews are fully covered by liability insurance and workmen's compensation Insurance.*

# REQUEST FOR CONSIDERATION

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<b>Public Mtg/Date:</b>	<b>Village Board – 7/20/2020</b>
<b>Description:</b>	<b>Public Safety Building Bid Opening</b>
<b>From:</b>	<b>Michael Wodalski, Public Works Director Keith Donner, Administrator Jessica Trautman, Finance Director</b>
<b>Question:</b>	<b>Should the Village Board Award the Public Safety Building Remodel Contract to Scherrer Construction for a total Base Bid price of \$1,585,000 as well as Alternates 1-5 at a price of \$161,000 for a total project cost of \$1,746,000?</b>

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## Background

The bids for the Public Safety Building Remodel were opened on Thursday, July 9, 2020 at 2pm. In total, 9 Prime Contractors submitted a bid for the project and the low bidder is Scherrer Construction (based out of Wausau, WI) with a base bid price of \$1,585,000. In addition to the base bid, there are 5 alternates (additional) items with a total bid price of \$161,000 bringing the total project cost to \$1,746,000 if all alternates are awarded. (For cost purposes the \$1,746,000 number is being used as we are assuming no items are being removed from the project at this time.)

Throughout the CIP process the Village has been using \$806,000 as the overall budget number for the Public Safety Building. The original scope of work included:

- 1) HVAC Mechanical Upgrades,
- 2) Update to the Evidence Storage Room
- 3) Update to the EMPD Entrance, new locker rooms and showers,
- 4) New/Expanded Armory and Weapons storage area,
- 5) Updated Training Room for the Fire Department
- 6) Expanded and Secured File Storage

The above estimate of \$806,000 was carried through from 2019 and was not updated through the CIP adoption process in late 2019 and early 2020 to keep numbers consistent. The one addition is staff inserted a cost of \$200,000 to update the parking lot as the existing asphalt surface is severely deteriorated.

The bid items and costs compared to estimate are attached. In general, the first six (6) line items are the original items identified in the 2016 Facility Needs Assessment. Overall, those 6 items came in \$241,834 higher than expected at a cost of \$677,834 primarily due to:

- 1) The evidence storage room scope expanding to allow for more evidence storage and a better evidence processing area; and
- 2) The need to improve the HVAC system beyond what was initially anticipated due to the current system nearing obsolescence (the manufacturer will no longer be servicing the current system beyond 2021)

## REQUEST FOR CONSIDERATION

The design of the Public Safety Building Remodel ramped up over this past winter and through spring 2020 with meetings taking place with EMPD and SAFER staff in February and March of 2020 in person with then several virtual meetings taking place in later March thru May 2020.

During these meetings in the spring, additional items and/or deficiencies were brought to light and these items were added to the scope of work. These items generally fall into 2 categories:

- 1) Increasing the valuable use of space; or
- 2) Providing a healthier work environment.

In hindsight, a revised estimate should have been put together and brought forward to the board for acknowledgement of the additional scope items after several design changes/additions were made. As these items were discussed amongst staff, it was acknowledged these were additional scope items, and it was worth getting a cost on them so an informed decision could be made.

The additional items that were added include many interior remodels which, two of these items, the interior parking and the upper level fire living quarters remodel, should have been added earlier and identified as additional costs. The Site Work (Parking Lot) upgrade shows up here as well, that is one item staff did have in the Capital Improvement Plan above what was initially identified in the 2016 needs assessment.

Overall, the additional scope items came in at \$1,068,166, of which the only budgeted item is the parking lot at a cost of \$209,000. The total overage for the additional items is \$859,166. This brings the total Bid results overage to \$1,101,000.

In 2019, \$161,000 was borrowed to replace the roof at the Public Safety Building as well as pay for Architectural and Engineering fees in addition to having a contingency for the project. Of the \$161,000 that was borrowed in 2019, the roof replacement was \$102,427 and projected Architectural and Engineering fees is \$33,750 for a total cost of \$136,177 allowing for \$24,823 to be carried over to 2020.

Thus, the whole project had an initial budgeted cost of \$806,000 and actual/projected cost is now \$1,882,177, which is a difference of \$1,076,177.

In looking at the overall 2020-2024 Capital Improvement Plan, staff believes this overage can be made up by adjusting other projects. In 2020 already, several projects are projected to be under budget by a total of roughly \$450,000. Then there are several equipment purchases in the future that could be delayed by a year or two which amounts to roughly \$550,000 for a total reduction in anticipated spending of \$1,000,000. Thus, if we were to proceed with this project as bid, it is conceivable there could be no impact to the planned borrowing and tax rates for the Capital Improvement Fund over the 5-year timeframe.

# REQUEST FOR CONSIDERATION

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**Attached Docs:**        - Bid Tab  
                                 - Bid Results Summary

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**Committee Action:**    N/A

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**Fiscal Impact:**        The total project is over budget by \$1,076,177, however staff has looked at various options to modify the existing Capital Improvement Plan to account for the overage without changing the tax levy impact.

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**Recommendation:**    Staff recommends awarding the project as bid

## Recommended Language for Official Action

**I Move to award the Public Safety Building Remodel Contract to Scherrer construction for the Base Bid and Alternates #1-5 for a total project cost of \$1,746,000**

**Or,**

**I Move to reevaluate the project scope to reduce the overall project cost and award a contract at a later date**

**Or, Something else**

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Additional action:

Bid Date - 7/9/2020																
General Contractor	Base Bid	Alternate #1 - Expand mezzanine over existing office	Alternate #2 - Replace all exterior windows with aluminum frame	Alternate #3 - Replace OH Fire Garage doors	Alternate #4 - Replace, RTU-1	Alternate #5 - Replace the existing light fixtures for LED lights	Total	Unit Price 1A - Soil Excavation	Unit Price 1B - Compacted backfill	Unit Price 1C - Additional Concrete	Bid Bond	# Days	Add. #1	Add. #2	Add. #3	Add. #4
Scherrer	1,585,000	49,000	32,000	40,000	29,000	11,000	<b>1,746,000</b>	50	30	TBD	√	166	√	√	√	√
Ellis Stone	1,596,936	52,742	34,130	41,317	29,260	10,844	1,765,229	53	32	360	√	166	√	√	√	√
Immel	1,687,000	34,500	33,800	46,500	29,300	11,200	1,842,300	60	36	500	√	168	√	√	√	√
Altmann	1,675,000	49,000	40,000	47,000	39,000	12,000	1,862,000	33	53	350	√		√	√	√	√
JH Findorff	1,714,800	68,830	28,200	52,525	29,911	11,450	1,905,716	55	55	525	√	165	√	√	√	√
Huotari	1,774,385	79,910	40,268	48,835	29,618	11,000	1,984,016	55	40	1,824	√	190	√	√	√	√
Hoeft	1,799,000	61,720	44,690	57,300	37,610	12,880	2,013,200	11	14	13	√	166	√	√	√	√
S.D. Ellenbecker	1,835,050	57,500	42,300	48,500	35,200	12,000	2,030,550	10	18	390	√	200	√	√	√	√
Samuels Group	1,841,164	75,500	36,330	55,500	29,111	11,150	2,048,755	10	19	1,060	√	180	√	√	√	√

**Public Safety Building Bid Results**

Item No	Description	Original Est	Bid Result	Difference	Notes
<b>Scope of Work from 2016 Needs Analysis</b>					
1	HVAC Mechanical Upgrades	\$ 56,000.00	\$ 126,500.00	\$ (70,500.00)	Due to age of the existing system, the original HVAC controls will be updated and more zones were added to the system
2	Evidence Storage Room	\$ 100,000.00	\$ 288,634.00	\$ (188,634.00)	Evidence Room size grew larger as well as HVAC requirements greater than initial Scope
3	Front Entry/Restroom/Locker/Shower Rooms	\$ 150,000.00	\$ 131,400.00	\$ 18,600.00	Scope of work did not change
4	Armory/Weapons Bench/Storage Room	\$ 50,000.00	\$ 58,400.00	\$ (8,400.00)	Scope of work did not change
5	Training Room	\$ 50,000.00	\$ 45,000.00	\$ 5,000.00	This was for a simple remodel of the Fire Department Upstairs (new paint, carpet replacement, etc.)
6	File Storage Room	\$ 30,000.00	\$ 27,900.00	\$ 2,100.00	Scope of work did not change
	<b>Original Scope Subtotal</b>	<b>\$ 436,000.00</b>	<b>\$ 677,834.00</b>	<b>\$ (241,834.00)</b>	
<b>Additional Items that were Added during the Design Process</b>					
7	Mezzanine Over Existing Offices		\$ 49,945.00	\$ (49,945.00)	Alternate #1 - Provides extra 2nd story storage and possible future training room
8	Replace Exterior Windows		\$ 32,000.00	\$ (32,000.00)	Alternate #2 - Installation of new Energy Efficient Windows
9	Replace Apparatus Bay Overhead Doors		\$ 40,000.00	\$ (40,000.00)	Alternate #3 - Replacement of Overhead Doors for the Fire Department
10	HVAC RTU-1		\$ 29,000.00	\$ (29,000.00)	Alternate #4 - Replacement of the existing HVAC unit serving the Police Dept. Offices
11	Replace Apparatus Bay New LED Lights		\$ 11,000.00	\$ (11,000.00)	Alternate #5 - Replacement of lights within the existing Fire Dept Interior Parking Area
12	New Interior Vehicle Parking		\$ 197,538.00	\$ (197,538.00)	Interior parking of Police Vehicles
13	Upper Level Fire Remodel		\$ 260,000.00	\$ (260,000.00)	Moves the Fire Department Kitchen upstairs, bathroom and shower were added, 3 sleeping rooms changed to 5, Chiefs Office
14	Entry Door Canopies (3)		\$ 16,500.00	\$ (16,500.00)	New coverings over exterior doors to prevent ice from accumulating around entrances
15	Mezzanine Over Locker Rooms		\$ 41,790.00	\$ (41,790.00)	Provides 2nd story storage above new locker rooms, could be finished at a later date for additional office space
16	Remodel Existing Conference Room		\$ 14,210.00	\$ (14,210.00)	Expansion of existing Conference Room to make space more usable
17	Remodel Existing Office (3) New Offices/Squad Room		\$ 27,370.00	\$ (27,370.00)	The expansion of the Conference Room displaces the Sargeant's office, thus a new office area is being built for those positions
18	Replace Apparatus Bay Ventilation Issues		\$ 82,380.00	\$ (82,380.00)	New HVAC for the Fire Department Parking Area to properly ventilate vehicle exhaust
19	Add Steel Protection over North HVAC Units		\$ 2,600.00	\$ (2,600.00)	Prevent future damage to the HVAC units from snow falling off the roof
20	New Finishings at Police Entry		\$ 3,480.00	\$ (3,480.00)	Update finishings at the entrance to the Police Department
21	Additional HVAC Upgrades		\$ 23,149.00	\$ (23,149.00)	HVAC updates to existing EMPD office area and front entry
22	Remodeled Fitness Room		\$ 12,204.00	\$ (12,204.00)	Expanded Evidence room displaces the existing fitness area
23	Site Work (Paving, Curbs, Sidewalk, etc.)	\$ 209,000.00	\$ 225,000.00	\$ (16,000.00)	Replaces the asphalt and brings the lot into conformance with current code (curb, sidewalks, etc.)
	<b>Additional Scope Subtotal</b>	<b>\$ 209,000.00</b>	<b>\$ 1,068,166.00</b>	<b>\$ (859,166.00)</b>	

<b>Bid Results Subtotal</b>	<b>\$ 645,000.00</b>	<b>\$ 1,746,000.00</b>	<b>\$ (1,101,000.00)</b>
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2019 Public Safety Borrowing Items Not Included Above	Orig Est	Actual	Difference	
Roof Membrane Replacement	\$ 61,000.00	\$ 102,427.00	\$ (41,427.00)	
Arch/Eng Fees and Contingency	\$ 100,000.00	\$ 33,750.00	\$ 66,250.00	
<b>2019 Safety Building Subtotal</b>	<b>\$ 161,000.00</b>	<b>\$ 136,177.00</b>	<b>\$ 24,823.00</b>	Amount carried forward from 2019 to 2020

<b>Total Public Safety Building</b>	<b>\$ 806,000.00</b>	<b>\$ 1,882,177.00</b>	<b>\$ (1,076,177.00)</b>	Net additional capital cost of Public Safety Building Remodel
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# REQUEST FOR CONSIDERATION

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<b>Public Mtg/Date:</b>	<b>Village Board – 7/20/2020</b>
<b>Description:</b>	<b>2020 Capital Improvement Plan Update</b>
<b>From:</b>	<b>Jessica Trautman, Finance Director Michael Wodalski, Public Works Director Keith Donner, Administrator</b>
<b>Question:</b>	<b>What financing option does the Village Board direct staff follow to finance the 2020 Capital Improvement Plan?</b>

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## Background

During 2020 staff has been implementing projects in the Capital Improvement Plan identified as Scenario C as was approved at the 3/16/2020 Village Board Meeting. The motion that was passed was to: *“Approve the Tax Impact Analysis presented in Scenario C.”*

Scenario C generally referenced a \$3 Million impact to the general fund each year from 2020 thru 2024 except for the year 2021 which had an \$18 Million impact due to \$15 Million being reserved for the new Municipal Center. In total, there was a **\$30.3 Million** impact to the general fund (Tax Levy) over this 5-year span.

In 2020, commitments for the majority of expenditures have been made and/or bid out. The street projects and equipment purchases impacting the general fund are currently projected to come in under budget by approximately \$450,000.

The facilities projects however, are coming in higher than expected and/or costs are occurring sooner than expected. As stated above, there was an anticipated \$15 Million impact in 2021 for the new Municipal Center. With the purchase of the G&B property and likely demolition of the existing building yet in 2020, there is an unexpected expense of \$1,115,561 in 2020. However, the 2020 expenditures are simply a case of the timing for incurring some of the costs, with the same total cost estimate for the new Municipal Center over the 2 years of \$15,050,000.

As is explained in a related staff report, the bids for the Public Safety Building Remodeling project have come in over the original budget estimates. Reasons for the increase have been explained. The total cost increase with all bid items included is \$1,882,177 as compared to the original budget estimate of \$806,000.

Staff has identified areas where savings on other projects can be applied to cover part or all of the \$1.1M shortfall.

It is staff’s interpretation of the CIP approval that as long as the tax impact as presented can be maintained it is allowable for project costs in one year to be higher if it means subsequent years are lower (i.e. net total spent cannot exceed **\$30.3 Million**). It is also

## REQUEST FOR CONSIDERATION

known that bond repayment schedules can be modified to meet specific tax levy impacts. With this being the case, staff believes there are 2 possible ways to proceed with the Capital Improvement Plan that adheres to the \$30.3 Million cap.

### **Option 1: Apply \$450,000 savings from 2020 projects to the Public Safety Building Remodeling project and Remove future items out of the Capital Plan to make up for the deficit**

Staff has identified the following four items that could be removed from the current Capital Plan that creates a revised total amount of \$30.3 Million. These projects are:

- **Volkman St Multi-Use Path (General Fund impact of \$75,000):** This is a 2021 listed project. We currently have a DNR recreational trail grant that expires on June 30, 2021. In 2024, the reconstruction of Everest Avenue is listed. Part of the Everest Avenue project is the section of roadway between Volkman and Machmueller which is an area identified in the Volkman St Multi-Use Path project. If we were to opt not to proceed with the Volkman St project, the Village would more than likely end up adding that same area into the 2024 Everest Ave project. At that time, Rothschild should have their multi-use path project complete on Volkman which will make the two projects more cohesive.
- **2021 Curb Repairs (General Fund Impact of \$75,000):** This 2021 expense was slated for curb repairs along Barbican Ave. With our recent realization of being able to utilize TIF monies for reconstruction of streets within the TIF boundary, this is a project that could still potentially be completed using TIF as the alternate funding source. Roughly \$20,000 is budgeted every year in the street maintenance fund for curb repairs, so if these repairs don't occur all in one year, maintenance monies could be used over several years to make the necessary repairs.
- **Endloader #14 (General Fund Impact of \$225,000):** This endloader is a 1994 John Deere, and there are 3 loaders in the Village Fleet. In general, this loader is still in good working condition, it was planned as a 2022 replacement, but likely could hold off until 2025 before needing replacement. The Village purchased a new loader in 2020 and the other loader in the fleet is a 2004. As long as this loader doesn't experience any major maintenance issue pushing this out 3 more years seems possible.
- **Grader #26 (General Fund Impact of \$325,000):** The existing grader is a 2001 and was the only grader in the fleet and was scheduled for replacement in 2023. In spring of 2020, the Village purchased a second grader in lieu of a plow truck. Thus, the need for a replacement grader is lessened as there are now two graders to lessen the burden on one machine and it also means if one machine breaks down it is less of an issue as there is a backup available. Thus, pushing the 2001 grader out several more years

# REQUEST FOR CONSIDERATION

With Option 1 the total reduction in general fund borrowing over the 5-yr period of 2020-2024 is \$700,000 which covers the \$636,829 deficit in 2020 (this excludes the Municipal Center 2020 costs as they were part of the 2021 budgeted costs).

## **Option 2: Utilize the undesignated Capital Fund Revenues**

Every year, the Village has several revenue sources besides the debt service exemption levy dollars that are placed into the Capital Improvement Fund. These revenues are:

- Refuse and Recycling Fund: \$100,000 a year from transfers in from the Refuse and Recycling fund for hourly equipment use related to spring and fall yardwaste pickup and equipment used at Ryan St for maintaining the compost site,
- Operating Fund Tax Levy: \$93,326 a year in operating fund Tax Levy that is placed in the capital fund,

Looking at these two revenue sources in the capital improvement fund, the total revenue collected between 2020 and 2024 is \$596,460. Note, the refuse and recycling fund has a net contribution to the general Capital Plan of \$129,830 due to several purchases in the current CIP being designated as refuse and recycling fund purchases only and thus they were not originally factored in as general fund borrowing items (improvements at the Ryan St yardsite, equipment lease partial payments and a replacement dump truck).

Prior to 2020, another source of revenue for the Capital Improvement Fund was the Room Tax Fund. Staff understands the 2020 funds will likely be spent on the Aquatic Center, but if funds are put back into the Capital Fund in 2021 and is consistent moving forward at \$75,000 a year, there is then \$300,000 between 2020 and 2024 being allocated to Capital Funds.

Undesignated Revenues	Ref & Rec Funds	Tax Levy	Sub Total	Room Tax	Total
2020	\$ (70,102.00)	\$ 93,326.00	\$ 23,224.00	\$ -	\$ 23,224.00
2021	\$ (100,068.00)	\$ 93,326.00	\$ (6,742.00)	\$ 75,000.00	\$ 68,258.00
2022	\$ 100,000.00	\$ 93,326.00	\$ 193,326.00	\$ 75,000.00	\$ 268,326.00
2023	\$ 100,000.00	\$ 93,326.00	\$ 193,326.00	\$ 75,000.00	\$ 268,326.00
2024	\$ 100,000.00	\$ 93,326.00	\$ 193,326.00	\$ 75,000.00	\$ 268,326.00
<b>Total</b>	<b>\$ 129,830.00</b>	<b>\$ 466,630.00</b>	<b>\$ 596,460.00</b>	<b>\$ 300,000.00</b>	<b>\$ 896,460.00</b>

Thus, Option 2 has the potential to utilize between \$596,460 and \$896,460 in undesignated Capital Fund Revenues which covers the current deficit of \$626,177.

Staff is hesitant to put all of our eggs in one basket though with Option #2 as projects do pop up unexpectedly at times, such as Ross Ave in 2020, and it is beneficial to be able to use cash to pay for those projects instead of relying on borrowing. It also leaves a cushion for future projects if they come in over budget. However, there likely could be a blend of the two approaches knowing there is some wiggle room with the undesignated

# REQUEST FOR CONSIDERATION

funds, but also acknowledging there are several items that could be deferred that wouldn't have a significant impact on the Capital Plan.

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**Attached Docs:**            - Scenario C Budget as Presented Originally  
                                     - Revised Scenario C Budget showing Option #1 Impacts

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**Committee Action:**    N/A

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**Fiscal Impact:**        The goal is to maintain a total 2020-2024 CIP expense of  
                                     \$30.3 Million

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**Recommendation:**    Staff recommends using a combination of Options 1 and 2  
                                     while reevaluating the CIP after project costs are known  
                                     each year.

## Recommended Language for Official Action

**I Move to direct staff to utilize a combination of Options 1 and 2 to maintain the tax levy rate as originally identified in Scenario C and not exceed the overall 2020-2024 CIP Expense of \$30.3 Million**

**Or, Something else**

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Additional action:

**Village of Weston: CIP (2020-2024)**

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

	2020 Projects	Original Scenario "C" CIP Est	Actual/Projected Cost	Net (Est - Act/Proj)
Proj. Rank	Project Name	General Fund	General Fund	General Fund
S1	Weston School Addition ('19 & '20)	\$ 1,247,883	\$ 985,878	\$ 262,005
S2	Crestwood Acres (Design)	\$ 65,163	\$ 48,000	\$ 17,163
S5	Schofield Ave (Birch to X Slab Rep)	\$ 175,000	\$ 150,000	\$ 25,000
S12	Intersection Studies	\$ 60,000	\$ -	\$ 60,000
	2019 Streets Carryover	\$ -	\$ (246,833)	\$ 246,833
	Ross Ave (Birch to X - Drive Lanes)	\$ -	\$ 250,742	\$ (250,742)
	2020 Asphalt Overlays	\$ 100,000	\$ 100,000	\$ -
	2019 Public Safety Building Carryover	\$ -	\$ (80,823)	\$ 80,823
	2020 Public Safety Bid Result (Lump Sum)	\$ -	\$ 1,585,000	\$ (1,585,000)
	Pub Safe Alt 1: Mezzanine Expansion	\$ -	\$ 49,000	\$ (49,000)
	Pub Safe Alt 2: Exterior Windows	\$ -	\$ 32,000	\$ (32,000)
	Pub Safe Alt 3: OH Fire Doors	\$ -	\$ 40,000	\$ (40,000)
	Pub Safe Alt 4: Replace RTU-1	\$ -	\$ 29,000	\$ (29,000)
	Pub Safe Alt 5: Replace lights with LED	\$ -	\$ 11,000	\$ (11,000)
	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
	Public Safety - A/E Fees	\$ 33,750	\$ 33,750	\$ -
	2019 Muni Center Carryover	\$ -	\$ (50,000)	\$ 50,000
	Muni Center A/E Fees	\$ -	\$ 65,326	\$ (65,326)
	Muni Center Land Purchase	\$ -	\$ 985,561	\$ (985,561)
	G&B Building Demo	\$ -	\$ 130,000	\$ (130,000)
AQ1	Pool Controller	\$ 4,000	\$ 3,700	\$ 300
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	\$ 8,783	\$ 1,217
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	\$ -
	2019 Equipment Carryover	\$ -	\$ (49,459)	\$ 49,459
	2020 Equipment Sales	\$ -	\$ (46,150)	\$ 46,150
	Eq leases prior to 2020	\$ 118,536	\$ 118,536	\$ -
	SAFER Equipment	\$ 204,701	\$ 204,701	\$ -
E1	Plow Truck #69	\$ 200,000	\$ 205,000	\$ (5,000)
E7	Track Skid Steer #34	\$ 55,000	\$ 55,509	\$ (509)
E9	Wing for Loader	\$ 40,000	\$ 39,000	\$ 1,000
P2	1-Ton Truck #6	\$ 45,000	\$ 43,202	\$ 1,798
	<b>2020 Project Totals</b>	<b>\$ 3,098,032</b>	<b>\$ 4,850,422</b>	<b>\$ (1,752,390)</b>
		<b>General</b>	<b>General</b>	<b>General</b>
	2020 Street Subtotal	\$ 1,648,046	\$ 1,287,787	\$ 360,259
	2020 Facility Subtotal	\$ 1,261,750	\$ 2,829,814	\$ (2,207,064)
	2020 Aquatic Center Subtotal	\$ 154,000	\$ 152,483	\$ 1,517
	2020 Park Subtotal	\$ 10,000	\$ 10,000	\$ -
	2020 Equipment Subtotal	\$ 663,237	\$ 570,339	\$ 92,898

## Village of Weston: CIP (2020-2024)

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

2021 Projects		Original Scenario "C" CIP Est	Revised Scenario "C" CIP Est
Proj. Rank	Project Name	General	General Fund
S2	Crestwood Acres (Construction)	\$ 1,238,089	\$ 1,238,089
S4	Kramer Ln Paving (Gusman to Trotzer)	\$ 40,000	\$ 40,000
S9	Volkman St (MUP)	\$ 75,000	\$ -
S14	Curb Repairs	\$ 75,000	\$ -
	2021 Asphalt Overlays	\$ 100,000	\$ 100,000
U2	Bloedel Well Upgrades		
U4	Ryan St River Crossing	\$ 468,475	\$ 468,475
	Municipal Center	\$ 15,000,000	\$ 13,869,113
AQ4	Pool Surfacing Repairs/Replacement	\$ 80,000	\$ 80,000
AQ7	Regenerative Filter Media Conversion	\$ 275,000	\$ 275,000
AQ7	Log Slide Safety Pads	\$ 25,000	\$ 25,000
AQ9	Log slice repairs	\$ 27,000	\$ 27,000
P2	Yellowbanks Restroom Replacement	\$ 175,000	\$ 175,000
P5	Backstop Fencing at Kennedy	\$ 24,000	\$ 24,000
P6	Kennedy Park Play Structure Upgrades	\$ 40,000	\$ 40,000
E2	Pickup Truck 55 (Sign Truck)	\$ 75,000	\$ 75,000
E5	Dump Truck #28		
	Leases Prior to 2020	\$ 51,798	\$ 51,798
	SAFER Equipment	\$ 351,847	\$ 351,847
<b>2021 Project Totals</b>		<b>\$ 18,121,209</b>	<b>\$ 16,840,322</b>
		General	General
2021 Street Subtotal		\$ 1,528,089	\$ 1,378,089
2021 Utility Subtotal		\$ 468,475	\$ 468,475
2021 Facility Subtotal		\$ 15,000,000	\$ 13,869,113
2021 Aquatic Center Subtotal		\$ 407,000	\$ 407,000
2021 Park Subtotal		\$ 239,000	\$ 239,000
2021 Equipment Subtotal		\$ 478,645	\$ 478,645

**Village of Weston:CIP (2020-2024)**

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

2022 Projects		Original Scenario "C" CIP Est	Revised Scenario "C" CIP Est
Proj. Rank	Project Name	General	General Fund
S3	Birch St (Shorey to Cross Pointe)	\$ 1,191,839	\$ 1,191,839
S6	CR-X/Ross Ave Intersection	\$ 812,500	\$ 812,500
	Asphalt Overlays	\$ 100,000	\$ 100,000
AQ10	Slide and Activity Pump Upgrades	\$ 35,000	\$ 35,000
AQ11	Shower Upgrades	\$ 19,000	\$ 19,000
AQ12	Water Rider Anchors	\$ 4,000	\$ 4,000
AQ13	Insulate and heat furnace room	\$ 25,000	\$ 25,000
AQ14	Roof Replacement Aquatic Center	\$ 75,000	\$ 75,000
AQ16	Electrical Connection Upgrades	\$ 10,000	\$ 10,000
P7	Sandhill Play Structure Upgrade	\$ 40,000	\$ 40,000
P7	Kennedy Restroom Replacement	\$ 80,000	\$ 80,000
P9	Machmueller Park Play Structure	\$ 40,000	\$ 40,000
P10	Yellowbanks Shelter Roof	\$ 8,000	\$ 8,000
E7	Endloader 14	\$ 225,000	\$ -
E10	1-Ton Truck #21	\$ 60,000	\$ 60,000
E11	Pickup Truck #2	\$ 36,000	\$ 36,000
	SAFER Equipment	\$ 282,925	\$ 282,925
<b>2022 Project Totals</b>		<b>\$ 3,044,264</b>	<b>\$ 2,819,264</b>
		<b>General</b>	<b>General</b>
2022 Street Subtotal		\$ 2,104,339	\$ 2,104,339
2022 Utility Subtotal		\$ -	\$ -
2022 Facility Subtotal		\$ -	\$ -
2022 Aquatic Center Subtotal		\$ 168,000	\$ 168,000
2022 Park Subtotal		\$ 168,000	\$ 168,000
2022 Equipment Subtotal		\$ 603,925	\$ 378,925

2023 Projects		Original Scenario "C" CIP Est	Revised Scenario "C" CIP Est
Proj. Rank	Project Name	General	General Fund
S7	Ross Ave (River Bend to Quentin)	\$ 400,000	\$ 400,000
S8	Birch St (Jelinek to Com Center)	\$ 1,227,270	\$ 1,227,270
	Asphalt Overlays	\$ 100,000	\$ 100,000
AQ15	Replace Water Play Structure	\$ 350,000	\$ 350,000
	Play Structure Upgrades - Kellyland	\$ 40,000	\$ 40,000
E3	Grader	\$ 325,000	\$ -
E6	Mobile Column Hoists	\$ 35,000	\$ 35,000
	SAFER Equipment	\$ 540,740	\$ 540,740
<b>2023 Project Totals</b>		<b>\$ 3,018,010</b>	<b>\$ 2,693,010</b>
		<b>General</b>	<b>General</b>
2023 Street Subtotal		\$ 1,727,270	\$ 1,727,270
2023 Utility Subtotal		\$ -	\$ -
2023 Facility Subtotal		\$ -	\$ -
2023 Aquatic Center Subtotal		\$ 350,000	\$ 350,000
2023 Park Subtotal		\$ 40,000	\$ 40,000
2023 Equipment Subtotal		\$ 900,740	\$ 575,740

**Village of Weston: CIP (2020-2024)**

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

2024 Projects		Original Scenario "C" CIP Est	Revised Scenario "C" CIP Est
Proj. Rank	Project Name	General	General Fund
S9	Fuller St	\$ 1,267,000	\$ 1,267,000
S9	Everest Ave (Volkman to Alta Verde)	\$ 680,363	\$ 680,363
	Asphalt Overlays	\$ 100,000	\$ 100,000
P1	Prohaska Park Development	\$ 500,000	\$ 500,000
	Plow Truck #10	\$ 215,000	\$ 215,000
E13	1-Ton Truck #31	\$ 45,000	\$ 45,000
	SAFER Equipment	\$ 300,000	\$ 300,000
<b>2024 Project Totals</b>		<b>\$ 3,107,363</b>	<b>\$ 3,107,363</b>
		<b>General</b>	<b>General</b>
2024 Street Subtotal		\$ 2,047,363	\$ 2,047,363
2024 Utility Subtotal		\$ -	\$ -
2024 Facility Subtotal		\$ -	\$ -
2024 Aquatic Center Subtotal		\$ -	\$ -
2024 Park Subtotal		\$ 500,000	\$ 500,000
2024 Equipment Subtotal		\$ 560,000	\$ 560,000

2020-2024 Projects	Original C	Revised C
	General	General
2020 Projects	\$ 3,014,367	\$ 4,850,422
2021 Projects	\$ 18,120,209	\$ 16,840,322
2022 Projects	\$ 3,044,264	\$ 2,819,264
2023 Projects	\$ 3,018,010	\$ 2,693,010
2024 Projects	\$ 3,107,363	\$ 3,107,363
<b>2020-2024 Project Totals</b>	<b>\$ 30,304,213</b>	<b>\$ 30,310,382</b>