

**VILLAGE OF WESTON BOARD MINUTES  
5500 SCHOFIELD AVENUE, WESTON, WI**

**MONDAY, JANUARY 21, 2008**

**I. CALL TO ORDER-SHARON JAEGER, PRESIDENT PRO TEMPORE/PLEDGE OF ALLEGIANCE**

Acting President Jaeger called the Village Board meeting to order at 6:30 p.m. Trustees present were Schuster, White, Ziegler, Ermeling and Maloney. Administrator Zuleger, Public Works Director Donner, Finance Director Jacobs, Community Development Director Higgins, Park Superintendent Osterbrink, Chief Vergin and Fire Chief Pierce were also present.

**II. CONSIDERATION OF VILLAGE BOARD MINUTES**

**A. \*M/S/P Schuster/White: to approve the Village Board Minutes of 1/7/08 and place on file.**

**III. SELECTION OF VILLIAGE PRESIDENT PURSUANT TO WISCONSIN STATE STATUE 17.24(1)-VACANIES IN VILLAGE OFFICE**

**A. Selection of President**

**B. Filling of Possible Vacancy of Village Board Member**

**C. Committee Appointment Process**

Zuleger explained the process for the selection of a Village President per State Statues. The current term of the President runs through April 2009. *\*M/S/P Jaeger/Maloney: to nominate Trustee Schuster for that position.* Jaeger asked for any other nominations. There were no other nominations. Schuster said he supports the idea of sharing some of the duties and responsibilities of the President. Schuster said if he is elected his hope is to maintain status quo and move forward as we have in the last several years. He stated he is a nuts and bolts kind of guy. He is not a media person. This is why he supports the idea of sharing some of the responsibilities. He just wants to keep things running as we have. His biggest objective, if elected, will be to maintain the staff that we have. *Motion was carried unanimously.* Ziegler suggested letting the election determine the three trustee positions. He feels the President should appoint someone to fill the vacancy of Village Trustee. Zuleger said there are three options. The first option is the Board could operate as a six person Board. The second option is the Board could appoint a Trustee to fill the term. The last option is to wait until the Spring Election and take the 4<sup>th</sup> person with the most votes, since there are 5 candidates running for three. Schuster would like to appoint someone for that position primarily to fill committee vacancies. He asked the Board members to gather names and the appointment could then be made at the next meeting. Jaeger feels the Board should wait until the election and appoint the 4<sup>th</sup> person with the most votes. She feels the people that circulated nomination papers have a true interest in serving on the Board. Ermeling feels this allows the public to choose the person rather than the Board. Ziegler disagrees. He feels it is fully within the right to have the President appoint someone. He said if the 4<sup>th</sup> person on the ballot is appointed they would only have a one year term. Maloney also agrees with Ziegler in that the President should appoint someone as soon as possible instead of waiting three months. White also feels the President should make the appointment as soon as possible. He trusts Schuster's opinion. Schuster said he would like to appoint someone now, instead of waiting for the election.

**IV. UNFINISHED BUSINESS**

**A. Proposed Project Agreements with Wisconsin Department of Transportation for Business Highway 51**

**1. From STH 29 (Rothschild) to Jelinek Avenue**

**2. From Jelinek Avenue to Drott Street (Schofield)**

Donner said the requirements on maintenance of storm sewer and street sweeping that the DOT placed in the contract has been removed.

*\*M/S/P Jaeger/Ermeling: to approve both Project Agreements with Wisconsin Department of Transportation for Business Highway 51.*

**IV. NEW BUSINESS**

**A. Safe Routes to School Project (DCE Junior High School), Design Contract with Short-Elliott Hendrickson**  
*\*M/S/P Ermeling/Ziegler: to approve the Safe Routes to School Project, not to exceed \$27,800. Q/White asked about putting sidewalk on the east side of Normandy. He has concerns with putting sidewalk where someone may not want them.*

- B. Plan commission Items:**
- 1. Site Plan for Building Additions at Renaissance Weston: 4602 Barbican Avenue-Two Story 20-Unit RCAC on West Wing, One Story 32-Unit Rehab Center on East Wing, Parking Lot and Dining Room Additions (Rennes Group/MTS/Plunkett Raysich Architects).**  
*\*M/S/P Maloney/White: to approve the Site Plan for Building Additions at Renaissance Weston: 4602 Barbican Avenue-Two Story 20-Unit RCAC on West Wing, One Story 32-Unit Rehab Center on East Wing, Parking Lot and Dining Room Additions, per the recommendation of the Planning Commission.*
- C. Class B Liquor & Beer License for James Fust, The Jim, 3012 Schofield Avenue**  
*\*M/S/P Jaeger/White: to approve the Class B liquor and Beer License for James Fust, The Jim, 3012 Schofield Avenue.*
- D. Coin and Entertainment for Daniel Maas, 6007 Prairie St. (old Moose Lodge)**  
*\*M/S/P White/Maloney: to approve the Coin and Entertainment License for Daniel Maas, 6007 Prairie St.*
- E. Operator/Bartender Licenses**
- 1. Teanna Phillips**  
*\*M/S/P Jaeger/Maloney: to approve the Operator/Bartender License.*
- F. Vouchers**  
*\*M/S/P White/Ermeling: to approve voucher numbers 22359 to 22473.*
- V. COMMITTEE REPORTS**
- A. Public Works and Utility Committee Minutes**  
*\*M/S/P Ziegler/White: to acknowledge the minutes of 01/07/08.*
  - B. Plan Commission Minutes**  
*\*M/S/P Ziegler/White: to acknowledge the minutes of 01/14/08.*
  - C. Building and Grounds Minutes**  
*\*M/S/P Ziegler/White: to acknowledge the minutes of 01/10/08.*
- VI. DEPARTMENT REPORTS**
- A. Parks & Recreation Superintendent**  
 Jaeger reported the ice rinks are open.
- B. Police Chief**  
 Vergin gave an update on a couple of recent burglaries that took place on Schofield Avenue. He also reported there were 15 people arrested this last week for drunk driving.
- C. Fire Chief**
- 1. Previous month's statistics, call volumes, and trends**  
 Pierce reported the response time is still less than 6 minutes. He said there have been lower run volumes because of the cold weather.
- D. Director of Public Works**
- 1. Status of Projects**
    - a. Safe Routes to School Project (DCE Junior High School), Project Scope and Position on Potential Special Assessments**  
 White would like to get input from the public on potential special assessments. Ermeling agrees with White that the Village should contact the residents that could potentially have a sidewalk in front of their property. She said this could possibly increase the value of their property. She felt the assessment should be the schools and not the property owners. She also had concerns regarding keeping the sidewalk clean. *\*M/S/P Jaeger/White: to not assess any special assessment to the property owners for the sidewalk project.*
    - b. Emmerich/Drewek Project**  
 Donner reported this item would be on the next Plan Commission agenda.
    - c. Foremost Well**  
 Donner reported the Foremost well would be in service by Wednesday or Thursday of this week.
  - 2. Utility and Street Operations Report**  
 No comments.
- E. Zoning Administrator/Community Development Director – Building Inspector**  
 Higgins reported the Building Inspector has not issued any single family home building permits to date.

She also reported she is trying to get through the ETZ and town zoning issues. There will be two public hearings at the next Plan Commission meeting.

**F. Taxpayer Relations Coordinator**

**1. Nuisances**

Hodell reported she has received several complaints about garbage dumpsters being in the way when the Crew is plowing.

**2. Website**

Hodell reported she is working with Becker Communications on creating new search options for the web site.

**3. Weston Fest**

Hodell reported she will be attending the first Weston Fest meeting next Tuesday. She also reported Weston Fest will be held July 24th to July 27<sup>th</sup>.

**G. Finance Director**

**1. Tax Collection Update**

Jacobs reported staff collected over 50 percent in taxes, approximately 10 million dollars.

**2. 2007 Year-end Audit & Budget Status Update**

Jacobs reported he is splitting up the audit duties with the Staff Accountant.

**3. Local Bank RFP's-Investments & Short-term Borrowing**

Jacobs reported the Finance Committee will discuss this item at their meeting on Thursday.

**4. Machmueller Memorial Park Trust Fund**

Jacobs reported an account for the Machmueller Park Trust Fund has been set up at River Valley. To date the account balance is approximately \$5,000.

**H. Administrator's Report**

**1. Fulfilling Vilas Machmueller's Obligation on Various Boards, Committees, and Commissions**

Zuleger suggested appointing an official President Pro Tempore or a Vice President position to serve in the event that the President cannot make the event or does not want to serve on that committee. Maloney suggesting assigning Board members to specific obligations as needed. The Board members felt this was a good idea.

**a. McDevco Revolving Loan**

There is an opening on this Committee. Zuleger said Mr. Evans has served on this Committee before. He may be interested again. Zuleger will extend the offer to him.

**b. Visitors & Convention Bureau**

Jaeger agreed to serve on the Visitors and Convention Bureau.

**c. MPO**

Schuster agreed to serve on the MPO.

**d. President Duties (Planning Commission, CDA)**

Schuster will chair both the Plan Commission and CDA.

White will serve on the Everest Metro Joint Finance Committee.

Zuleger recommended having Trustee White Chair the Public Safety Committee and Trustee Ziegler will chair Public Works and Utilities. Both White and Ziegler agreed to those appointments.

Ermeling, Jaeger and Schuster will attend the Eastern Towns Association meeting this Thursday.

**2. Economic Development Report**

Zuleger reported he is working with three manufactures for the Business Park. There will be three new restaurants opening soon. Staff is working on the second phase of Birchwood Gardens. Zuleger is also talking with a couple of retailers for the Schierl development.

**3. New Generations Initiative**

Zuleger reported the Board room will be wireless at the next meeting. Staff is also working on podcasting Village Board meetings. These would then be put on the Village's website the next day.

**4. Domestic Violence Initiative**

Zuleger reported he is working on a billboard photo shoot for the domestic violence initiative.

**5. Skateboard Park Update**

Zuleger reported fundraising meetings continue to take place. A final design is ready for review.

**6. Sidewalk Working Session**

Staff will schedule a sidewalk working session prior to the next Plan Commission meeting.

**I. Clerk's Report**

Weinkauff reported she is working on year end work for payroll. She hopes to have W2's printed and sent out by this Friday.

**VII. TRUSTEE BUSINESS**

**A. Maloney**

None

**B. White**

White indicated he likes the new Lamar sign on Schofield Avenue.

**C. Jaeger**

None

**D. Schuster**

None

**E. Ziegler**

Ziegler congratulated Schuster on the appointment of Village President.

**F. Ermeling**

Ermeling thanked Schuster for accepting the position.

**VIII. PRESIDENT'S BUSINESS**

Schuster thanked all the Board members for their support. He said this will be a joint effort. He also thanked Dean for helping the Machmueller family.

**IX. ADJOURN**

*\*M/S/P Jaeger/Maloney: to adjourn the meeting at 7:38 p.m.*

Respectfully,

Sherry Weinkauff, Clerk