

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

TUESDAY, SEPTEMBER 4, 2007

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE

President Machmueller called the Village Board meeting to order at 6:18 p.m. Schuster, White, Ziegler, Maloney, Ermeling and Jaeger were present. Administrator Zuleger, Public Works Director Donner, Finance Director Jacobs, Community Development Director Higgins, Taxpayer Relations Coordinator Hodell, Fire Chief Pierce, Police Chief Vergin, Park Superintendent Osterbrink and Building Inspector Tatro were also present. There were 5 people present in the audience.

II. CONSIDERATION OF VILLAGE BOARD MINUTES

- A. *M/S/P Schuster/White: to approve the Village Board Minutes of 08/20/07 and closed session minutes and place on file.**

III. RECOGNITION OF LEWIS CONSTRUCTION

- A. Concrete Construction Magazine ranks Lewis Construction No. 86 out of 100 in the U.S.**
Machmueller recognized Lewis Construction for ranking No. 86 out of 100 top concrete contractors.

IV. VISITORS

None

V. COMMITTEE REPORTS

A. PARK & RECREATION COMMITTEE MINUTES

None

B. PLANNING COMMISSION MINUTES

None

C. BOARD OF APPEALS MINUTES

None

D. PUBLIC WORKS AND UTILITY COMMITTEE MINUTES

**M/S/P Ermeling/Jaeger: to acknowledge the minutes of 8/20/2007 and place on file.*

E. PUBLIC SAFETY COMMITTEE MINUTES

**M/S/P Ermeling/Jaeger: to acknowledge the minutes of 8/16/2007 and place on file.*

F. FINANCE COMMITTEE MINUTES

None

G. BUILDING & GROUNDS COMMITTEE MINUTES

None

H. COMMUNITY DEVELOPMENT AUTHORITY MINUTES

None

I. JOINT EXTRA-TERRITORIAL ZONING COMMITTEE MINUTES

**M/S/P Ermeling/Jaeger: to acknowledge the minutes of 8/14/2007 and place on file.*

VI. DEPARTMENT REPORTS

A. Parks & Recreation Superintendent

1. Park Update

Osterbrink reported the Street Department put the topsoil on at Machmueller Park. The Everest Youth Football League started games at Kennedy Park yesterday.

2. Aquatic Center Update

Osterbrink reported the City Pages voted the Aquatic Center the best place to swim in this area. He recently received several complaints regarding the pool closing during nice weather. A new state health code will go into effect in January for all swimming pools. Aquatic Center Manager Braunel will take the AFO recertification test on Sept 20th.

3. Landscaping Update

Osterbrink reported soil samples and a fertilization plan needs to be put in place to conform to the new AG51 law. Staff will blow out the irrigation systems the week of October 15th. He received a check for damaged boulders, a tree and shrubs on Schofield Avenue.

B. Police Chief

1. Sale of Fireworks in the Village of Weston

Vergin recommending adding language to the fireworks permit that states there would be no selling of illegal fireworks.

2. Thao Homicide Update-Domestic Violence Initiative (W/Administrator)

Vergin reported on the recent deaths of a hmong couple. Staff met with Hmong leaders and encouraged them to work with the Women's community and School District to address the problem of domestic violence. Zuleger said Homng leaders do condemn this action. Vergin said one of the biggest issues is the violence spilled out onto the street.

3. Mesker/Schofield and Howland/County X traffic signals

Vergin reported Mesker/Schofield stoplights would not be funded by the State. He asked the Board to work with their legislators to encourage stoplights at that intersection. Vergin said a traffic study is warranted for the Howland/County X intersection. Schuster asked about Shorey and X. Vergin said both intersections might need traffic counts done. There was some discussion on the Schofield Avenue/Hwy J intersection. Vergin will request traffic counts at both Mesker/Schofield and Schofield Avenue/Hwy J intersections.

C. Fire Chief

1. Significant Fire and EMS incidents since last Board meeting

Pierce reported the last couple of weeks have been quiet.

D. Director of Public Works

1. Status of Projects

a. Weston Business & Technology Park South

Donner reported paving would be done by the end of the week for this project.

b. Community Center Drive Completion

c. Mount View Avenue Street Reconstruction

d. Highland Avenue Utility and Street Construction

Donner reported the work on this project would resume this week.

e. Mesker Street Reconstruction

Donner reported Mesker Street was swept today and will be paved tomorrow.

f. Linden Grove Subdivision

g. Ridgeview Subdivision

A letter was sent to Mr. Prohaska asking for completion of his developer agreement obligations.

h. Storm drainage Projects

i. Utility and Street Operations Report

The Street Department will be working on maintenance of Howland Avenue, Douglas Street and Weston Avenue.

E. Building Inspector/Zoning Admin./Community Development Director

1. Building Permit Issuance to Date

Tatro reported there were 236 building permits issued to date, including 1 duplex and 53 single-family.

2. Town/Village of Weston Extraterritorial Zoning (ETZ) Committee Update

Higgins reported there would be a public hearing held this fall for the Extraterritorial zoning. She explained the process for changes to the ETZ code.

F. Taxpayer Relations Coordinator

1. Nuisances

Hodell reported she has been busy following up on the filthy four, as well as other properties within the Village.

2. Arts & Craft Show

Hodell reported there is 22 vendors signed up for the Arts and Craft show on September 30th.

3. Coaching Clinic

Hodell reported she is now finished with the coaching clinic.

G. Finance Director

1. Reassessment Update

Jacobs reported assessment notices were mailed out on Friday. The total proposed valuation for the Village is just over \$996 million dollars. The estimated tax rate is \$19.50 per thousand. The Assessor will begin taking appointments for assessment questions on September 10th. Zuleger said based on recent sales data, the Village is approximately 26% lower than what the fair market value is on most commercial properties

H. Administrator's Report

1. Economic Development Report

a. TIF #1 Update

Zuleger received a letter of intent from an electronics company out of Green Bay to purchase land in Business Park South. Spectrum Flooring is up and running. The Business Park is completely sold out.

b. TIF #2 Update

Zuleger is meeting with a buyer next week on the Schultz/Pergande/Layne Northwest property.

2. Economic Development Grant Matrix/Developers Agreement Review

Zuleger reviewed the grant matrix for TIF #2 redevelopment, Business Park and Business Park South. **M/S/P Jaeger/Schuster to approve the grant matrix for TIF #2 Redevelopment and Business Park South.*

Zuleger explained the developers agreement is an agreement that will be used for land the Village does not own. This agreement sets up the letter or credit based on the face value of the borrowing.

**M/S/P Maloney/White: to approve the Developers Agreement as well as allow Zuleger to bring back to the Board a grant matrix for non-TIF grants.* Zuleger explained the out of TIF grants that are given to businesses that have developed outside of the TIF. He explained how the grant was given to Su Casa based on the recommendation of the Revolving Loan Fund Committee. The Village does not have a formal policy on issuing grants to business out of the TIF. He is looking for guidance from the Board on non-TIF economic development grant participation. White suggested developing something similar to the current grant matrix. Zuleger said other communities have a fund in place and then the requests are brought to an Economic Development Committee. Zuleger can try to put in place a grant matrix for these kinds of grants. Q/Ermeling said she brought this item up because she was concerned the Village granted the Su Casa grant without board action. She said if the Village plans to issue these grants what should the selection process be. If the Village has a policy on this there should be a formula in place. She also asked if the Village is bidding against itself within the TIF. She suggested the Board set aside a fund and have each item come back to the Board for approval. Zuleger responded if someone needs to rezone from residential to business they would not be eligible for a grant. Zuleger also stated he agrees with Ermeling on these issues. He explained a "but for" development example to the Board. Schuster asked if these were loans rather than grants. Zuleger said it is actually a loan to ourselves. Jaeger recommended rather than using a matrix the Board should review these on a case-by-case basis.

3. September 6, 2007 Board Retreat Preview

Zuleger reviewed the items on the Board Retreat agenda.

4. Hmong Family Safety Initiative

This item was discussed under the Police report.

5. 2008 Capital Improvement Planning

Zuleger said the proposed Capital Improvement borrowing is for the Municipal Center parking lot and soffit, the upstairs quarters of the Fire Department, phase 3 of the Safety Building and Village software.

VII. NEW BUSINESS

A. Marathon County Humane Society Contract

**M/S/P Jaeger/Maloney: to approve the Marathon County Humane Society Contract. Q/Schuster felt the word “reasonably” should be taken out of “Article 4.0 Cost Recovery”. Zuleger said the sentiment is that we will have all the information that we need to cost recover on an animal. He said by State Statute under “Article 4.2 Abandonment of Animal,” the animals are considered real property and therefore you can special charge the property. Schuster asked for the Paragraph to start out “If within 5 days” instead of the statement being in the middle of the sentence. Zuleger said both Attorney Pietz and Weber have reviewed this document. Schuster asked about the meaning of “several” in “8.2 Counterparts”. Zuleger said it means there are several components.*

B. Project Agreement for Safe Routes to School Program

Zuleger said this contract is for modifications to the parking lot in front of Machmueller Street. The Village will receive the total funding. **M/S/P Ermeling/Maloney: to approve the Project Agreement for the Safe Routes to School Program.*

C. Ordinance repealing Section 2.107 relating to Village Board Proceedings and Publication

**M/S/P Ermeling/Jaeger: to approve the Ordinance repealing Section 2.107 relating to Village Board Proceedings and Publication.*

D. Highland Avenue Reconstruction, Change Order Number One

**M/S/P Schuster/Ziegler to approve the Highland Avenue Reconstruction Change Order No. 1 in the amount of \$36,867.*

E. Weston Avenue Water Main Extension, Bid Results and Award of Construction Contract

The Public Works and Utility Committee tabled this item.

F. Pawnbroker’s, Secondhand article dealer’s and Secondhand jewelry dealer’s license for Wausau Gun and Pawn

**M/S/P White/Maloney: to approve the Pawnbroker’s, Secondhand article dealer’s and Secondhand jewelry dealer’s license for Wausau Gun and Pawn.*

G. Operator/Bartender Licenses

Bobbie Esker, Amber Wozniak, Kimberlee Krueger

**M/S/P Jaeger/Ermeling: to approve the Operator/Bartender Licenses.*

H. Vouchers

**M/S/P Schuster/Ziegler: to approve Voucher numbers 21224 to 21266.*

VIII. CLERK’S BUSINESS

Weinkauf reported she recently had three Staff Accountant candidates take the personality assessment. The deadline for the applications is Friday, September 7th.

IX. TRUSTEE BUSINESS

A. Maloney

Maloney asked about online records for the assessment information. Jacobs said these would not be put online. On the Village’s web site there is a link to Marathon County’s online records.

B. White

None

- C. Jaeger**
Jaeger said she is glad to be back.
- D. Schuster**
None
- E. Ziegler**
Ziegler asked to be excused from the next meeting.
- F. Ermeling**
None

- X. *PRESIDENT'S BUSINESS***
The President may express concerns and opinions at this time – No Action will be taken
Machmueller stated the Village is eons ahead of anyone else in the State with the way we operate this Village.

- XI. *CONVENE TO CLOSED SESSION PER SS 19.85 (1)(g)***
 - A. Collection of past special assessments**
**M/S/P Schuster/Ermeling: to convene to closed session at 8:05 p.m. Roll Call Vote: Machmueller – yes, Jaeger – yes, Schuster - yes, White - yes, Ziegler – yes, Maloney - yes and Ermeling – yes.*

- XII. *RECONVENE FROM CLOSED SESSION***
**M/S/P Ziegler/Schuster: to reconvene from closed session at 8:24 p.m. Roll Call Vote: Machmueller – yes, Jaeger – yes, Schuster - yes, White - yes, Ziegler – yes, Maloney - yes and Ermeling – yes.*

- XIII. *POSSIBLE ACTION ON MATTERS DISCUSSED IN CLOSED SESSION***
**M/S/P Maloney/Jaeger: to approve staff write-off \$265,244.17 in special assessments as listed on the summary balances dated 8/31/2007.*

- XIV. *ADJOURN***
M/S/P Maloney/Schuster: to adjourn the meeting at 8:25 p.m.

Respectfully Submitted,

Sherry Weinkauf, Clerk