

**VILLAGE OF WESTON  
BOARD MINUTES**

**MONDAY, NOVEMBER 21, 2011**

**I. CALL TO ORDER**

President Schuster called the Village Board meeting to order at 6:00 p.m. Trustees present were White, Ziegler, Porlier, Jaeger and Ermeling. Maloney was absent and excused. Community Development Director Higgins, Public Works Director Donner, Finance Director Jacobs, Police Chief Sparks and Fire Chief Meilahn were also present. There was 1 audience member present.

**II. VILLAGE BOARD MINUTES**

**A. 11/07/2011- Village Board**

**B. 11/07/2011 - Budget Workshop**

*\*M/S/P Jaeger/Ziegler: to approve the Village Board Minutes of 11/07/11 and Budget Workshop Minutes of 11/07/2011 and place on file.*

**III. VISITORS**

There were no visitors present wishing to speak.

**IV. NEW BUSINESS**

**A. Employee Handbook Modifications**

Donner reviewed the changes that have been made to the employee handbook. He stated these changes were also reviewed at the Personnel Committee meeting. Ermeling asked if it is possible to set up a Catastrophic Sick Leave Account (CSLA) for the days that employees have accumulated over 90 days up to the maximum of 135 days. There was a short discussion on this issue.

*\*M/S/P Ermeling/Jaeger: to approve the employee handbook modifications and add additional Catastrophic Sick Leave Account language, which will read as follows: sick leave may accumulate to a maximum of ninety (90) days. Employees who have accumulated more than 90 days of sick leave up to the maximum of one hundred thirty five (135) days allowed prior to January 1, 2012, will have those additional days, up to a maximum of forty-five (45) days placed in an individual catastrophic sick leave account (CSLA). The CSLA account will not accrue additional days being intended only to preserve sick leave benefits accumulated by employees who have banked more than 90 days of sick leave prior to January 1, 2012. Sick leave accumulated in the CSLA may only be used when an employee is absent from work because of prolonged illness or debilitating injury and after the employee's regular sick leave bank has been exhausted.*

**B. Dental Insurance Contribution**

Jacobs said this discussion started with the Finance Committee. The Personnel Committee also reviewed this. Both committees would like to see a 10 percent contribution starting in 2012.

*\*M/S/P Jaeger/Porlier: to approve the employee dental contribution of 10 percent.*

**C. Ordinance Repealing Chapter 2 Entitled "Administration" and Amending, Renumbering, and Recreating a New Chapter 2 of the Code of Ordinances Named "Administration" which Includes an Amendment to Division 3 Committees of Sec. 2.214 Entitled "Standing Committees"**

Higgins reviewed the changes to this ordinance. Ermeling requested to separate the duties of Division 3 Clerk/Treasurer and create a new separate division for each job as two different employees now hold each position. It was also discussed that Division 2 Administrator Sec 2.303 (2)e be removed from the ordinance.

*\*M/S/P Ermeling/White: to approve an Ordinance Repealing Chapter 2 Entitled "Administration" and Amending, Renumbering, and Recreating a New Chapter 2 of the Code of Ordinances Named "Administration" which Includes an Amendment to Division 3 Committees of Sec. 2.214 Entitled "Standing Committees".*

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D. Operator License

1. Gerald Rustick, Wagiha Sughayer

*\*M/S/P White/Jaeger: to approve the operator license for Gerald Rustick.*

*\*M/S/P White/Ziegler: to deny the operator license for Wagiha Sughayer because of a felony conviction on her record.*

E. Vouchers

*\*M/S/P Ziegler/Ermeling: to approve vouchers 32852 to 32968*

V. COMMITTEE MINUTES

A. Public Works and Utility Committee Minutes

*\*M/S/P Jaeger/White: to acknowledge the Public Works and Utility Committee Minutes of 11/07/2011 and place on file.*

B. Personnel Committee Minutes

*\*M/S/P Jaeger/White: to acknowledge the Personnel Committee Minutes of 10/31/2011 and place on file.*

C. Plan Commission Minutes

*\*M/S/P Jaeger/White: to acknowledge the Plan Commission Minutes of 11/14/2011 and place on file.*

VI. DEPARTMENT REPORTS

A. Parks & Recreation Superintendent

No comments.

B. Police Chief

Schultz was in attendance for Chief Sparks. Schultz reported Officer Dan Goff will be promoted to Detective/Sargent effective December 5<sup>th</sup>. A new administrative assistant has been hired and will start December 1<sup>st</sup>. They are interviewing candidates for 2 new police officer positions and have narrowed it down to 14.

C. Fire Chief

1. Fleet Accident

Meilahn reported there was a minor incident with the new ambulance on November 14<sup>th</sup>. The amount of damage to the ambulance was \$1733.30.

2. Temporary EMS Operational Plan Change Termination

Meilahn said now that the Camp Phillips Bridge has been completed the agreement with the City of Wausau has been terminated.

3. Fees for fire related incidents

Meilahn stated he has been looking at some new fees regarding fire related responses. He is also looking into possible fees when crew members from the fire department are requested to be at a special event in the area. Meilahn will look into what other municipalities are charging within the state.

D. Director of Public Works/ Interim Administrator

1. Projects Status Report

Donner said he reviewed the road projects during the Public Works meeting. Schuster asked about the slower speed limit now on Camp Phillips Road. Donner said this is due to the design of the road and the county determines the speed. Porlier said it is also because of the curb and gutter and cars being bounced back into lanes if they hit the curb.

2. Utility and Street Operations Report

Donner said November 21<sup>st</sup> was snowplow appreciation day. He also reported two small snow events have occurred to date. He said Landy Koppa, in the Street Department, has turned in his letter of resignation.

3. Willard Lane Property Line Question

Donner wanted to update the board members on the Willard Lane property line situation. Ermeling said there has been discussion about this before and there should be information in old Plan Commission minutes. Donner just wanted the Board to be aware of this.

**E. Community Development Department Report / Zoning Administrator**

No comments.

**F. Finance Director's Report**

**1. 2011 Budget Status Update**

Jacobs reviewed some of the information in Trautman's report that was attached.

**2. 2012 Budget Update**

Jacobs said November 28<sup>th</sup> is the Budget Public Hearing. He said he is still waiting for numbers from the state.

**G. Clerk's Report**

Donner commented on Weinkauff's behalf that she has been working on the referendum regarding public transportation. He also stated she has nomination papers ready to be picked up.

**VII. TRUSTEE BUSINESS**

**A. Maloney**

None

**B. White**

None

**C. Jaeger**

None

**D. Porlier**

None

**E. Ziegler**

Ziegler asked to be excused for the Monday, December 5<sup>th</sup> meeting.

**F. Ermeling**

None

**VIII. PRESIDENT'S BUSINESS**

Schuster said Schmutzler has resigned from the Plan Commission. Trustee White would be recommended as her replacement and be placed on the next agenda for final approval. Schuster also said he received a letter from Becher Hoppe regarding construction on Alderson Street and said they asked to be considered when the Village is accepting proposals. Schuster said he drafted a letter with information about Weston's perspective on the bus issue and asked the Board members and staff to review it.

**IX. ADJOURN**

*\*M/S/P Ermeling/Porlier: to adjourn the meeting at 7:08 p.m.*

Respectfully,

Sara Budnick  
Deputy Clerk

