



Proposal: Ordinance No. 15-007 An Ordinance to Adopt an Amendment to Section 2.214 of the Municipal Code for the Village of Weston, Marathon County, Wisconsin; relating to Term of Office for Village Trustees to serve on Committees.
Proposed By: Sherry Weinkauf, Clerk/Employee Resource Manager
Committee Action: Committee Action not applicable.
Prior Consideration: Not applicable.
Recommendation: Staff recommends approval.

VILLAGE OF WESTON, MARATHON COUNTY,

WISCONSIN ORDINANCE NO. 15-007

AN ORDINANCE TO ADOPT AN AMENDMENT TO SECTION 2.214 OF THE MUNICIPAL CODE FOR THE VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN; RELATING TO COMMITTEES.

WHEREAS, Sections 2.214 of the Municipal Code authorizes the President to appoint standing committees of the Village, subject to confirmation by the Board; and

WHEREAS, the Village Board wishes to change the Committee term of office for Village Trustees from their term of office to **one year** of their term of office.

NOW, THEREFORE, BE IT ORDAINED BY the Village Board of Weston, Wisconsin, that Section 2.214(d)(6)(i) and Section 2.214(f) of the Village of Weston Code of Ordinances is hereby amended to read as follows:

DIVISION 3 COMMITTEES

Sec. 2.214. Standing committees.

- (a) **Appointments.** The President appoints standing committees of the Village, subject to confirmation by the Board. The appointments to each Committee will be made at the first Village Board meeting in May. Standing committees shall review such matters as

may be referred to them by the Board and shall submit recommendations for Board action. The Administrator and President, except where the President is designated a member of a Committee, shall serve on each committee as ex officio members.

- (b) ***Conflicting provisions.*** While this section represents guidelines detailing committee roles and responsibilities, the provisions regarding the Administrator shall prevail in any area in which a conflict arises. In any instance where statutes may conflict with these provisions, the statutes shall apply.
- (c) ***Membership.*** Unless otherwise noted, each committee shall consist of five members, two of which shall be Village Trustees. The President shall not serve as the chairperson of any committee, unless expressly designated by law.
- (d) ***Established.*** The following standing committees are established:
 - (1) **Finance Committee.**
 - a. Present the annual budget to the Board first in temporary form for a public hearing, and in final form for board approval. To enable the committee to prepare the budget, all budget requests shall be filed with the Administrator in a timely fashion to allow the Administrator to prepare a recommended budget for consideration by the committee.
 - b. Monitor expenditures, supervise collection of accounts and coordinate and investigate village borrowing.
 - c. Review requests for non-budgeted or emergency expenditures and make recommendations to the full Board.
 - d. Review any proposed changes in Village insurance coverage and risk management programs.
 - e. Recommend establishment of user and license fees.
 - f. Coordinate Village requests for grant funding.
 - g. Make recommendations on the issuance and conditions of issuance of licenses and franchises.
 - h. Supervise the cable television franchise and conduct negotiations relating to such franchise.
 - i. In cooperation with the Administrator, recommend Board consideration of policies and procedures regarding the financial operations of the Village and the delivery of services to the public.

- j. Consider any other matter the Board may refer.

(2) **Personnel Committee.**

- a. Advise the board regarding potential and pending litigation involving the Village.
- b. In cooperation with the Administrator, recommend for Board consideration policies and procedures regarding personnel issues of the Village.
- c. Negotiate contracts for labor negotiation services.
- d. Monitor, in cooperation with the Administrator, the general personnel policies for the Village, including such things as sick leave, vacations, holidays and leaves of absence.
- e. In cooperation with the Administrator, review and make recommendations for additions and deletions of positions to the Board and make recommendations regarding disciplinary actions involving Village employees.
- f. Consider and recommend departmental organization, reorganization and staffing levels and make appropriate recommendations to the Board.
- g. Consider any other matter the Board may refer.

(3) **Property and Infrastructure Committee.**

- a. Review and recommend a property and infrastructure budget to the Administrator and Finance Committee.
- b. In cooperation with the Administrator, recommend Board consideration of appropriate policies and procedures regarding public works, utility operations, property and buildings operations and the delivery of services to the public.
- c. Coordinate the Village's refuse collection activities.
- d. Recommend actions regarding use and maintenance of Village streets.
- e. Review and finalize the annual capital improvements program.
- f. Review bidding documents and requests for proposals for capital projects for public works projects. Review contractor proposals and bids for all authorized public works construction, and recommend contract awards to

the Board for appropriate action.

- g. Be responsible for the construction and maintenance of all Village streets and sidewalks, the operation and maintenance of all sewer and water systems, and make appropriate recommendations to the board regarding the operation, maintenance and improvements to such systems.
- h. Develop and recommend policies and guidelines for public works projects and activities such as special assessments.
- i. Review and approve any unusual requests for use of village buildings.
- j. Review and recommend any proposed changes, improvements, remodeling, additions, etc., to the municipal building, other village buildings or other property.
- k. Recommend policy guidelines regarding public improvements.
- l. Mediate disputes between property owners and the Village regarding public improvements.
- m. Review bidding documents and requests for proposals (RFPs) for municipal building projects. Review contractor proposals and bids for all authorized municipal building construction and recommend contracts to the board for appropriate action.
- n. Consider any other matter the Board may refer.

(4) Community Life & Public Safety Committee.

- a. Review traffic and pedestrian safety matters and recommend needed action for Board approval.
 - b. Advise the Board on policies for police and fire protection and advise the Board and Plan Commission on revisions in the Village's building, health and safety codes.
 - c. Advise the Board on matters concerning the police department, fire department and emergency services programs.
 - d. Review and recommend Board action regarding proposed state legislation impacting upon the Village and its residents.
 - e. Advise the Board on matters concerning the police department, fire department and emergency services programs.
- cooperation with the Administrator, recommend to the Board appropriate policies and procedures regarding public safety operations and the delivery of such services to the public.

- f. Make recommendations to the Board for establishment of a village safety program and, after such a program is in place, supervise such program.
- g. Ensure cooperation between the Everest Metro Police Department and the S.A.F.E.R.(South Area Fire and Emergency Response) Department for the efficient provision of emergency services.
- h. Consider requests for new retail alcohol licenses, review retail alcohol violations relating to licensing, develop alcohol related policies and make recommendations to the Village Board.
- i. Consider any other matter the Board may refer.

(5) Parks and Recreation Committee.

- a. Prepare and maintain long-range plans for parks and recreational facilities.
- b. Recommend the acquisition, purchase, acceptance by gift, sale or such other disposition of property and/or equipment to the Board for appropriate action.
- c. Prepare and submit grant applications to the appropriate agencies for the acquisition and development of parks and recreational facilities.
- d. Operate and maintain the Village park and recreational trail system.
- e. Review and recommend a parks and recreation budget to the Administrator and Finance Committee.
- f. In cooperation with the Administrator, recommend Board consideration of policies and procedures regarding parks and parkway operations and the delivery of such services to the public.
- g. In cooperation with the Community Development Authority govern, manage, improve and care for all public parks and parkways located within the Village.
- h. Consider any other matter the Board may refer.

(6) Community Development Authority.

- a. Provide oversight and development of the Village's business and industrial parks which would include business recruitment, land sales, grant development, and park design;

- b. Provide technical support and counsel in the administration of revolving loans fund for business development;
 - c. Recommend policy to the Village Board on the enhancement of Village infrastructure and zoning policy to spur economic growth.
 - d. To transact business and exercise any and all powers, duties and functions set out in Wisconsin Statutes 66.1201, 66.1213 and 66.1333 for housing and redevelopment authorities. To include the elimination or prevention of substandard, deteriorated, unsanitary, and blighted areas; the provision and retention of gainful employment opportunities for the citizens of the Village; the provision of affordable housing in the Village for elderly and low-income persons; an increase in the Village's tax base; and the stimulation of the flow of investment capital into the Village with resultant beneficial effects upon the economy in the Village.
 - e. As to all housing projects initiated by the Community Development Authority it shall proceed under Wisconsin Statutes 66.1201.
 - f. As to all projects relating to blight elimination, slum clearance, urban renewal and redevelopment programs the Community Development Authority shall proceed under Wis. Stats. §. 66.1105, 66.1301 to 66.1329, 66.1331, 66.1333 or 66.1337 as determined appropriate by the Village Board on a project by project basis.
 - g. As to all community development programs and activities undertaken by the Village under the federal housing and community development act of 1974, the Community Development Authority shall proceed under all applicable laws and ordinances not inconsistent with the laws of this state.
 - h. **Membership.** There shall be seven members to include two Village Trustees and 5 resident persons.
 - i. **Term of office.** Two members of the Village Board shall serve **during one year of** their term of office and the term for the 5 resident persons shall be for four years.
 - j. Consider any other matter the Board may refer.
- (e) **President to designate chairpersons; other appointments.** The President shall designate the chairperson of each standing committee. All committee appointments except designation of chairperson shall be subject to confirmation by a majority vote of the Board.
- (f) **Term of office.** Unless otherwise noted, the term of office for each committee shall be for three years, and shall become effective after appointment at the first Village Board

meeting in May. Terms of office for Village Trustees shall **be one year of** ~~coincide~~
~~with~~ their elected term.

- (g) **Meetings.** Each standing committee shall meet as necessary to accomplish the responsibilities of each committee. All committee meetings shall convene at the municipal building unless otherwise noticed.

This Ordinance shall take effect and be in full force and effect from and after its passage and publication or posting as required by law.

Adopted at a regular Village Board meeting this 4th day of May, 2015.

VILLAGE BOARD, VILLAGE OF WESTON

By: 
Barbara Ermeling, Village
President

ATTEST:


Sherry Weinkauff, Village Clerk

ADOPTED: 5-4-15

PUBLISHED: 6-16-15

VILLAGE OF WESTON

NOTICE IS HEREBY GIVEN that the Village Board of the Village of Weston adopted, on December 7, 2015 an ordinance amending Sections 2.202, 2.214, 2.303, 2.306, 2.311 relating to Village Board Powers, Committees, Administrator Functions, Duties and Residency, Finance Director Duties, and amending certain cross-references and making general corrections to all of Chapter 2 entitled Administration of the Municipal Code for the Village of Weston, Marathon County, Wisconsin.

Copies of the ordinance are available for review in the Village Clerk's Office at the Weston Municipal Center, 5500 Schofield Avenue, Weston, Wisconsin 54476 or online at:

<http://westonwi.gov/DocumentCenter/View/2807>

Dated this 8th day of December 2015.

VILLAGE OF WESTON

By: Sherry Weinkauf, Village Clerk

DAILY HERALD media

A GANNETT COMPANY

STATE OF WISCONSIN
BROWN COUNTY

WESTON VILLAGE OF
5500 SCHOFIELD AVE
WESTON WI 544764333

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Dated this 8th day of December 2015.
VILLAGE OF WESTON
By: Sherry Weinkauff, Village Clerk
Run: December 9, 2015 WNAXLP

I, being duly sworn, doth depose and say I am an authorized representative of The Wausau Daily Herald, a newspaper at Wausau Wisconsin and that an advertisement of which the annexed is a true copy, taken from said paper, which published therein on:

Account Number: GWM-WES425
Order Number: 0000913362
No. of Affidavits: 1
Total Ad Cost: \$20.14
Published Dates: 12/09/15

VOUCHER APPROVAL

Account Number: 10-01-51420 321-000
Description: VB Ord Chapter 2
Approved by [Signature] 12/2/16
Initials Date

(Signed) [Signature] (Date) 12-11-15
Legal Clerk

Signed and sworn before me



[Signature]

My commission expires 12-7-19

WESTON VILLAGE OF
Re: Ordinance Amendments

**VILLAGE OF WESTON
REQUEST FOR CONSIDERATION**

AGENDA ITEM DSCRPTN: ORDINANCE NO. 15-007 AN ORDINANCE TO ADOPT AN
AMENDMENT TO SECTION 2.214 OF THE MUNICIPAL CODE
REALTED TO TERM OF OFFICE FOR VILLAGE TRUSTEES TO
SERVE ON COMMITTEES.

FOR CONSIDERATION AT: BOARD OF TRUSTEES; MONDAY, MAY 4, 2015

LEGISLATION TYPE: ACKNOWLEDGE | MOTION | **ORDINANCE** | POLICY |
RESOLUTION

RECOMMENDATION TO: Approve the Ordinance as proposed.

REPORT PREPARED BY: SHERRY WEINKAUF; CLERK/EMPLOYEE RESOURCE MANAGER

BACKGROUND: The current ordinance states two members of the Village
Board shall serve on Committees during their term of office or
the terms shall coincide with their elected term. This is stated
in *Section 2.214(d) (6) Community Development Authority and*
Section 2.214(f) Term of office. Staff is recommending the
ordinance state Village Trustees shall serve on Committees one
year of their term of office. This allows for more flexibility in
making member appointments when there are transitions
amongst the Board.

FISCAL IMPACTS:

Budget Line Item: N/A

Budget Line Item: _____

Budgeted Expenditure: _____

Budgeted Revenue: _____

STATUTORY REFERENCES:

Wisconsin Statue: §61.23

Judicial Ruling: _____

FURTHER REVIEW: