



Accepted: June 28, 2021

1. Call to Order:

Village President George Peterson called the meeting to order at 6:33 pm. Members present: Deb Ehster, Paul Kennedy, Craig McEwen, Rex Zemke, Bill Schremp, Dan Mortensen, and Village President George Peterson. Also, present: Administrator Gary Olsen, Administrator of Public Works Timothy Vergara, Zoning Administrator Evan Garski, and Clerk Elizabeth Felkner.

2. Pledge to Flag:

3. Requests and Statements from the Audience:

Nate Fiene – 6412 Kurt Street, Weston: Mr. Fiene is a Trustee for the Village of Weston and noted that he is not here on behalf of the Joint Finance Committee and Village of Weston Board. Mr. Fiene addressed that Board that the Village of Rothschild should consider joining with the Village of Weston Police Department to help both communities.

4. Minutes of Previous Meeting(s):

Trustee Deb Ehster did mention that Administrator of Public Works Timothy Vergara was excused from the May 24, 2021 Village Board Meeting.

Motioned by Ehster/McEwen to Approve the Personnel Meeting Minutes of May 24, 2021, and the Village Board Meeting Minutes of May 24, 2021 with the Correction Noted Above. Questioned and carried 7:0.

5. Police Department Report:

Chief of Police Jeremy Hunt gave an update on his Department.

- Chief Hunt mentioned the quarter is wrapping up and will be working on getting the quarterly report.
- The Police Department just submitted more supplies to sell on Wisconsin Surplus Auction.
- The Police Department calls are still steady and they are working very hard.

6. Fire/EMS Report:

Fire Chief Rob Bowen gave an update on his Department.

- There were 85 calls for the month of May 2021. 67 calls were medical and 18 were fire.
- The new fire building is coming along and presented photos for the Board to view.
- The Fire Department attended the D.C. Everest graduation along with other first responders.



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- Riverside Fire District staff members did drive a fire truck by an 8 year old's home as she is very interested in becoming a fire fighter. This allowed the department to teach numerous children in the neighborhood about their duties and view the fire truck.

7. Wausau VA, LLC Site Plan:

Zoning Administrator, Evan Garski explained the site plan application that was submitted for the new VA Outpatient Clinic. It is utilizing the same space as the old Shopko. The zoning classification of the site is zoned C-2U. The proposed clinic use meets the permitted uses of: "Medical and dental laboratories," and "community customer service establishments, such as, but not limited to, the following: (a) Business, professional, public service, and banking." There are no issues with front yard setbacks of 5-ft with the structures or the parking areas to the adjacent property lines. There are no issues with the rear yard setbacks of 2-ft with the structures or the parking areas. A portion (approximately 47,472 ft²) of the existing pavement will be seal coated. Parking stalls will be painted as well. However, parking stalls appear to be 10 ft x 18 ft and therefore do meet the Village requirements of 180 ft²/stall. Along the front of the building, the pavement and concrete sidewalk will be reconstructed. New parking stalls will be marked, and parking curbs will be installed. A new parking island will be constructed that will clearly indicate traffic flow patterns and drop off locations. The walkway area next to the building is proposed to be flush with the parking lot asphalt. Therefore, concrete parking curbs are proposed as part of the project. The pedestrian area at the entrance way will also have vertical bollards at the drop off/pick up location. Bollards will be added to go all the way around the flagpole landscaped area up to the curb ramp.

Traffic will flow one-way, from west to east in the drop-off lane. A stop sign and do not enter sign were added. In the rear (southeast side) of the building, additional parking will be added, and parking curbs will be installed as well. The façade material will remain the same. However, it will be painted over with grey and white being the main colors – different from the current yellow/tan color. A new pre-manufactured metal canopy is proposed to be attached to the existing building. It will extend approximately 11 ft out from the building, above the main exterior door. There is also a small canopy proposed to be added in the rear on the west side of the building.

Mr. Garski mentioned that there are 4 existing light poles in the parking lot area that are part of this property. The light is proposed to remain as is and will be utilized by the VA Clinic; no new pole lights are proposed. The current configuration of the lights on all 4 poles are directed downward and should be "generally" dark sky friendly. There is 1 wall mounted light fixture that will be lighting an exit door at the front of the building. There are 2 wall mounted light fixtures that are proposed to be added to the back of the building. The canopy has recessed lights integrated into it to light below the canopy.



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There are 2 flagpole flush mount lights proposed to be installed for the flag in front of the building. Understandably, the VA Clinic wants to have the flag well-lit especially as it is going to be a clinic for U.S. military veterans.

A 150 kVA (kilovolt-ampere) diesel generator and a 6 ft, 3-inch-tall dumpster enclosure is proposed to be installed on a concrete pad on the back side of the building. The generator will be 20.5 ft X 10.5 ft. There are no underground storage tanks, and it will be used for short-term emergencies only. A 5 ft high chain link fence with a locking gate will surround the generator. Note that the sound emitted of 70 dBA is environmentally acceptable by the Village's ordinances, which is 85 dBA. Mr. Garski also mentioned that to the east of the area along Volkman St. is a residential area in the Village of Weston. Mr. Garski does not see there being any issues with the generator noise due to the sound level and the hill separating the generator area from the residential area. The unit lies in the Village's wellhead protection district. Since the fuel tank holds greater than 20 gallons, then a concrete pad shall be constructed such that it will contain (secondary containment) all the fluids in the unit, in the case of a leak. The dumpster will also have a locking gate.

The existing Shopko and Payless ShoeSource signage will be removed and replaced with a new VA signage on the front and west side of the building. The VA seal will no longer be installed as part of the signage. Review is not needed for a site plan review but as part of a separate sign permit that needs to be submitted to the Village after site approval.

A parking lot island is proposed to be constructed to separate the drop-off/pick-up area from the main parking lot area. This island will contain Maiden Grass, Catmint, and Elijah Blue Fescue Grass. There is a patio area proposed on the east front side of the building. This will be a patio area with 3 concrete benches. There will be planters containing Dwarf Fountain Grass with each bench. There will be 3 additional concrete planters in this area and a maximum 35 ft high flagpole as well. An additional landscaped area will be between the handicap parking area and the drop-off/pick-up lane. A tree grate and frame with a 16-inch opening will be installed for a Honeylocust tree. Pedestrian crossing lines were added. The drainage & erosion control plans were reviewed with Tim Vergara and conclude that everything looks great. No major adjustments are being made to the existing utilities.

Mr. Garski suggested his recommendations to the Committee:

1. Higher security fence around the generator to prevent theft & vandalism.
2. How are the traffic logistics in the parking & drop-off areas going to be controlled (painted areas, additional signage)? The site plan was adjusted and this was added.
3. Additional landscaping (shrubs or trees) along Business 51? Since BUS 51 will be reconstructed in 2025, landscaping will not be done at this time.



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4. Capacity of generator tank regarding being in the Wellhead Protection Overlay District. Time & duration of test runs for the generator.

The Planning & Zoning Commission requested that islands be placed near the outer end of the parking lot to control parking and traffic flow and a height sign be placed over the canopy overhang area.

The marquee sign will be replaced with a new VA Sign.

Motioned by Mortensen/Schremp to Approve the Wausau VA, LLC Site Plan Application with the Conditions of Additional Line Stripping at the Back of the Parking Lot, a Secondary Containment be Installed next to the Generator for Back-up, a Height Clearance Sign Placed Over the Overhang Canopy, and Change the Wall Packs to Dark-Sky Friendly. Questioned and carried 7:0.

8. Update and Request to Move Forward with Purchase of Police Dog Once Money is Obtained for the Purchase:

Chief Hunt and Mr. Olsen attended a Board meeting for a local not-for-profit organization to request a donation for a police dog. At a previous Board meeting, the Village Board approved the purchase of a police dog if the funds could be raised through fund raising efforts. Chief Hunt is requesting to move forward with the funds that are already budgeted for the begin the training process with the officer and the new dog. The training will begin in August.

Motioned by Zemke/McEwen to Approve the Purchase of the Police Dog Once Money is Obtained for the Purchase as Requested. Questioned and carried 7:0.

9. Approval of a Memorandum of Agreement Between the Village of Rothschild and Weston Regarding Reconstruction of Weston Avenue from Alderson Street East to Birch Street:

Mr. Vergara mentioned that the Village of Weston has approached the Village of Rothschild with a request to enter a joint venture to reconstruct Weston Avenue from Alderson Street to Birch Street by 2025, a border line roadway with 50% right-of-way to each community. Traffic signals at Birch Street and Weston Avenue are not anticipated to be part of the project and would essentially remain in place as they are today.

However, there may a possibility of a reconfiguration at the Alderson/Weston intersection. Weston also would like to have water and sewer utilities placed in the Birch Street right-of-way from Birch Street to Alderson Street as part of the construction.



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Michael Wodalski, Weston Director of Public Works, and Mr. Vergara both agree that in order to enter into a final agreement, there should be clear construction and engineering estimates of the true cost and cost allocations to each community; especially due to environmental impacts of a wetland area and projected increased traffic at the Alderson Street intersection.

On behalf of Rothschild, Mr. Vergara requested that we utilize MSA for a preliminary traffic study, preliminary design, a cost estimate for each community, and materials for a grant submittal to the Wisconsin Department of Transportation's Municipal Street Improvement – Discretionary (MSID) program (utilized on the Margaret Street Reconstruction Project). Mr. Vergara feels that this project could score well against other projects since this is a collector roadway or greater as well as working jointly with another community.

If the Board is agreeable, then it is necessary for Rothschild to move forward with this agreement since it will be incorporated into our current CIP and used in the equations by Gary Olsen and our financial advisors on borrowing needs and strategies. If asked what this roadway work may cost, Mr. Vergara would estimate it at \$1.2-1.5M. Keep in mind that would still be split 50/50 with the exception of the Alderson/Weston intersection where Rothschild has $\frac{3}{4}$ of the jurisdiction. Hopefully, we would also be awarded a grant that would assist with road construction costs.

In summary, the Village of Weston is requesting a joint venture to reconstruct Weston Avenue from Alderson Street to Birch Street. The proposed concept for the design would include a bike/pedestrian way, new utilities, and a widened roadway. Again, there may be a possibility of a configuration change at the Alderson/Weston intersection. The agreement makes Rothschild liable for the portions of the preliminary design, construction estimate, and MSID materials not to exceed \$13,700.00. An additional agreement will need to be approved at a later date (to move forward with the project).

Motioned by Zemke/Ehster to Approve the Memorandum of Agreement Between the Village of Rothschild and Weston Regarding Reconstruction of Weston Avenue from Alderson Street East to Birch Street as Submitted. Questioned and carried 7:0.

10. Discussion and Possible Action Regarding the Salary Matrix for Village Employees:

Mr. Olsen discussed and explained the Salary Matrix for Village Employees to the Board.

Motioned by Mortensen/Schremp to Approve the Salary Matrix for Village Employees. Roll call vote: Paul Kennedy – Aye; Rex Zemke – Aye; Deb Ehster – Ney; Craig McEwen – Aye; Dan Mortensen – Aye; Bill Schremp – Aye; and Village President George Peterson – Aye. Motion carried 6:1.



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11. Board, Committees, or Commission Referrals:

Trustee Craig McEwen mentioned that the Aquatic Center started off busy and staff was full between guards, front desk, and concession employees.

12. Announcements and Statements from the Village Board:

Village President George Peterson mentioned the listing of Committee and Commission for the Board to review.

Trustee Paul Kennedy mentioned how wonderful Margaret Street is after the road project was completed.

The Village Board is very pleased with Jane and her members for donating their time to plant flowers in front of the Village Hall.

Trustee Rex Zemke mentioned that he is up for nomination for the Urban Forestry Council that is associated with the DNR.

13. Adjourn:

**Motioned by McEwen/Schremp to Adjourn. Questioned and carried 7:0.
Meeting Adjourned at 7:45 p.m.**

Elizabeth Felkner, WCMC
Village of Rothschild Clerk