

## COMMITTEE OF THE WHOLE MEETING

June 8, 2015



Personnel and Finance Committee Chair Donald Smith called the Committee of the Whole meeting to order at 5:30 p.m. in the excused absence of President John L. Swisher. The Pledge of Allegiance was recited.

In attendance: Trustees: Fred Albert, Randy Bieri, Tim Semo, Donald Smith, Dale Theder and Kelly Wollschlager. Absent and excused: President John L. Swisher. Also in attendance: Administrator Mark Johnsrud, Street Superintendent Lee Trumpf, Fire Chief Jim Wolf, Police Chief Gary Bleecker and Clerk-Treasurer Joan Dykstra.

### **Statement of Public Notice**

This meeting was posted and noticed according to law.

### **Approve May 11, 2015 Committee of the Whole meeting minutes**

A Semo/Theder motion carried to approve May 11, 2015 Committee of the Whole minutes.

### **Items Noticed for Discussion and Recommendation:**

#### **Tanner Ridge Homeowners Association - Letter**

Tanner Ridge Homeowners Association (HOA) provided a letter of request to:

1. Maintain Village right of way within the Tanner Ridge subdivision
  - a. To mow the grass on Coventry Circle and Kensington medians.
  - b. Placement of top soil within each median.
  - c. Permission for the HOA to maintain grass area and landscaping near the signage entrance for the subdivision.
2. Clarify:
  - a. Who is responsible for the property which is currently not mowed, directly to the south of the front entrance sign?
  - d. In the Coventry Circle median there are two water stand pipes for shut off valves which have been damaged by mowing or snowplowing. Would Village replace prior to granting permission to the HOA to maintain.

Tanner Ridge HOA indicated the Village would save on maintenance costs and the medians could be maintained to a “park-like” setting. HOA requests approval to maintain and mow the medians in Coventry Circle and Kensington Circle and the area in and around the entrance sign.

Albertz/Theder motion carried unanimously to refer to the July 13, 2015 Committee of the Whole meeting and request that a member of the HOA attend the meeting to answer questions and directing staff to repair utility stand pipes within the medians.

#### **Room Tax – Legislative Update – AB301**

Administrator Johnsrud stated that the Legislature Joint Finance Committee has amended the 2015-2017 State Budget to include provisions of AB301 to change Room Tax requirements effective January 1, 2016. The amendment will require a room tax commission, annual reports to the DOR and representation of the hotel and lodging industry on the room tax commission. Johnsrud requested consideration of using existing room tax funds to pay debt service on the Community Center. The Community Center is used for activities which generate overnight stays at the hotel. The Committee of the Whole recommended that James Hammes review the use of room tax for the payment of Community Center debt service and report back to the Committee of the Whole.

**Professional Services Agreement – MSA – Stormwater Improvements –Resort Drive**

A Wollschlager/Semo motion carried unanimously to recommend to the Village Board to approve a MSA professional service agreement to provide professional oversight for stormwater improvements within the River Creek Centre subdivision – TID 3 in the amount of \$9,230.

**Reconsideration - Schedule of Fees – Business Closing Permit – Operators License**

An Albertz/Bieri motion carried 5-1 with Theder opposed to recommend reconsideration of Resolution 50-15 to the Village Board to amend Schedule of Fees to include a \$10.00 fee for a background check for granting an operator’s license and a \$50.00 fee to permit a going out of business sale within the Village.

**Reconsideration – Fire Station – Concrete**

Johnsrud stated the Fire Chief found space to park the command vehicle in Station #1 so there is no need to add concrete along the north side of Fire Station # 2. The area in front of Fire Station # 2 between the sidewalk and the curb and gutter needs a concrete surface as well as a 85 feet section of curb and gutter in front of fire station #1.

A Semo/Wollschlager motion carried unanimously to recommend reconsideration of Resolution 46-15 to recommend amending to permit placement of concrete up to \$2,500 in front of Fire Station #2 and replacement of the curb and gutter in front of Fire Station #1. Staff is authorized to solicit bids in accordance with the Internal Control Policy. Bids greater than \$2,500 need further Village Board approval.

**Reconsideration – Parking Lots – Sealcoating**

Johnsrud recommended reconsideration of the Fahrner bid to sealcoat the parking lots. Fahrner bid did not meet specifications. Scott Construction bid was \$12,200

A Smith/Albertz motion carried unanimously to reconsider Resolution 43-15 to recommend that the Village Board disqualify the Fahrner bid and accept Scott Construction bid in the amount of \$12,200 to chip seal the parking lots.

**Referral - Community Center – Concession Entrance Quotes**

Johnsrud stated the concession entrance is needed to provide better maintenance of the building. Currently concession access is from an interior hallway. Bids were received from the following:

Guld Construction	\$8,730
Merlin L. Lange	\$9,066
MAAS Brothers Construction	\$10,541
Oliver Construction	\$11,357
J.H. Findorff Son Inc.	\$14,985

A Semo/Bieri motion carried 5-1 with Theder opposed to recommend to the Village Board to approve a bid in the amount of \$8,730 from Guld Construction for Community Center concession entrance.

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**Facility Plan Study – 121 Depot Street**

Albertz stated staff and department heads should brain storm any Village needs of the building at 121 Depot Street. Wollschlager asked “where is the Village going” and “what direction”. The Comprehensive Plan should be reviewed.

A Wollschlager/Theder motion carried to table a facility plan study.

**Adjourn**

A Semo/Bieri motion carried to adjourn at 6:32 p.m.

Joan Dykstra  
Village Clerk - Treasurer

Disclaimer: These minutes are uncorrected; any corrections made thereto will be so noted in the proceedings at which these minutes are approved.