



President Schopp called the Special Village Board meeting to order at 5:30 p.m. The Pledge of Allegiance was recited.

In attendance: President Greg Schopp, Trustees: Kyle Ellefson, Tim Semo, John Swisher, Steven Wollin and Kelly Wollschlager. Also in attendance: Administrator Mark Johnsrud, Fire Chief Jim Wolf and Clerk-Treasurer Joan Dykstra.

Statement of Public Notice

This meeting has been posted and noticed according to law.

Public Comment - None

Committee/Commission Reports – for information only

Update Dugout Sponsorships Centennial Park – Kyle Hans

This agenda item was deferred to the next meeting as Kyle Hans was not in attendance

Resolution 48-14 Amend 2014 Room Tax Budget

Johnsrud reviewed Resolution 48-14 as recommended by the Personnel and Finance Committee based on a request of the Johnson Creek Chamber of Commerce to provide room tax funding of \$39,230 annualized from June 15, 2014 until December 31, 2014 to provide 80% funding of the Executive Director position to support visitor convention and tourism activities.

The annualized amount of the amendment to the room tax budget is \$7,250 for 2014.

John Swisher questioned the effect on the Executive Director position if funded too full-time through the end of year and then reviewing the feasibility of maintaining this funding level on an annual basis within the Room Tax budget.

Mitch Weyer, President of the Johnson Creek Chamber, said that the Chamber understands that funding will be dependent on room tax receipts going into future years. If future funding is unavailable the position will be re-evaluated by the Chamber Board.

Greg Schopp said that this position is not under the authority, nor under the control of, the Village Board. The Executive Director is employed by the Chamber of Commerce. The Village Board's responsibility is to ensure that room tax receipts are spent appropriately in support of the Comfort Suite, as the only hotel which contributes to room tax.

Tim Semo reflected on the positive changes that have occurred within the Chamber since the inception of the new Executive Director and the placement of the Village Administrator on the Chamber Board.

A Swisher/Wollschlager motion carried on a 6-0 roll call vote to approve Resolution 48-14 Amend the 2014 Room Tax Budget by increasing revenue from reserves by \$7,250 and increasing expenditures to the Johnson Creek Chamber of Commerce by \$7,250.

SPECIAL VILLAGE BOARD MEETING
June 9, 2014

Resolution 49-14 Approve Internal Control Policy

Johnsrud reviewed Resolution 49-14 as recommended by the Personnel and Finance Committee. Committee descriptions were changed to reflect wording within the Village Code or as approved by resolution. All committee meeting times have been changed to 5:30 p.m. to maintain consistency. Emergency purchasing language was eliminated, as the Village Departments may expend budgeted funds within an emergency with authorization of the Village Administrator.

The 2015 Budget will be presented to the Village Committee of the Whole on September 8th, Committee of the Whole will make a recommendation to the Village Board by October 13th and the Village Board shall approve the budget at a Special Village Board meeting on November 17th.

A Semo/Swisher motion carried on a 6-0 roll call vote to approve Resolution 49-14 Approve the Internal Control Policy for 2014/2015.

Discussion and Recommendation – Bids for Construction Management Services – Johnson Creek Fire Building -145 S. Watertown Street.

Johnsrud reviewed the process to accept bids for design and construction management of a six bay garage for the Fire Department located directly across the street from the existing Fire Station at 145 S. Watertown Street. Two bids were submitted by Badgerland Buildings and Oliver Construction and a bid/specification proposal by the Village Engineer, MSA.

All bidders are capable of completing the project to ensure a quality building. The Fire Department has chosen an engineered steel building with an exterior to match the existing Fire Station and the Central Business District.

Oliver Construction provided a cost of 7.9% of the total cost of construction. Badgerland Buildings, Inc. provided a design cost of \$10 per square foot plus 10% of the total cost of construction, and MSA provided a bid/specification proposal at a flat rate of \$85,500.

Based on a building cost of \$480,000, Oliver Construction's bid would be \$37,920 and Badgerland Buildings, Inc. would be \$102,900.

A Semo/Wollschlager motion carried on a 6-0 roll call vote to approve the proposal of Oliver Construction to provide design/build construction management services to the construction of the six bay Fire Department garage at 145 S. Watertown Street.

Resolution - None

Closed Session

A Semo/Wollin motion carried on a 6-0 roll call vote to convene into closed session at 6:15 p.m. Pursuant to Wisconsin Statutes §§19.85(1)(e) deliberating or negotiating the investing of public funds whenever competitive or bargaining reasons require a closed session – *Terms Agreement on Planned Development of 545 Wright Road, 585 Wright Road and 765 Wright Road* and *Terms Agreement on Planned Development – 425 Resort Drive* and §§19.85(1)(g) conferring with legal counsel.

SPECIAL VILLAGE BOARD MEETING
June 9, 2014

Reconvene in Open Session

A Semo/Wollschlager motion carried on a 6-0 roll call vote to reconvene into open session at 6:53 p.m.

Action from Closed Session

No action reported from Closed Session

Next Village Board Meeting: June 23rd at 5:30 p.m.

Adjourn

Village President Greg Schopp adjourned the Special Meeting of the Village Board of Trustees of the Village of Johnson Creek in accordance with Robert's Rules of Order at 6:55 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.