



VILLAGE BOARD MEETING
Minutes of June 23, 2014

President Schopp called the 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, Police Chief Gary Bleecker, Attorney James Hammes and Clerk-Treasurer Joan Dykstra.

Statement of Public Notice – This meeting was posted and noticed according to law.

Approve Finance Report

A Wollschlager/Semo motion carried on a 6-0 roll call vote to approve claims totaling \$143,871.11.

Ambulance/Fire-EMS, Building Inspector, Police – *information only*

Department Reports - Public Works and Sewer/Water Utility – *information only*

Approve Village Board Minutes of May 19, 2014 and Special Village Board Minutes of June 9, 2014

A Semo/Wollin motion carried to approve May 19, 2014 and Special Village Board minutes of June 9, 2014.

Public Comment - none

Notices and Discussion

Attorney Hammes updated the Village Board on the outcome of the trial with Stoney Creek and the Village. Stoney Creek was found in violation and must pay for the zoning violation plus interest and court costs totaling approximately \$50,000. Stoney Creek/Jim Hartung must also submit, within 60 days, a site plan for the area in violation to the Plan Commission.

Johnsrud stated we again received a dividend check from our insurance carrier through the League of WI Municipalities in the amount of \$7,649.

Jefferson County Clean Sweep program will be doing a presentation at UW-Extension/Jefferson on June 30th at 10:00 a.m. on why it is important to recycle milk/juice cartons.

Trustee Semo asked that agenda item #28 be moved up and addressed at this time. A Semo/Ellefson motion carried unanimously to move agenda item #28 at this point in the meeting.

Discussion/Recommendation - Use of Community Center for Fundraiser Benefit – Bryden Haumschild

A Semo/Swisher motion carried unanimously to approve waiving the fees for the fundraiser benefit on September 13th. A security deposit must still be deposited with the village and all necessary paperwork completed.

Committee/Commission Reports

Minutes provided included Special Personnel and Finance Committee of June 16th, Plan Commission of June 19th and packet and Administrator Johnsrud meeting notes of Joint Recreation Committee on June 10th.

Trustee Swisher asked that significant purchases go before the Committee first for review then recommendation to the Village Board especially purchases over \$10,000.

Tree City USA Award – Olivia Witthun – Wisconsin Department of Natural Resources

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2013 Audit Presentation by Johnson Block and Company – Audit & Village Board Communication

Auditor Kevin Krysinski with Johnson Block gave an overview of the 2013 annual audit. Krysinski stated this is an unqualified independent auditor's report. The fund financial statements contain financial statements on individual funds. The difference in fund types: Governmental Funds measure resources available for current use. Other Funds include major funds including General Fund, TIF #2, TIF #3 and non-major funds. The business type funds are accounted for similar to other funds such as water and sewer funds. The major differences in accounting are debt (proceeds and expenditure in governmental funds), capital assets (long-term asset vs. expenditure) and depreciation on utilities.

Other reports include the water utility public service commission (PSC) annual report which is a prescribed PSC report containing statistical and financial information. This report can be found on line for the water utility at the PSC website. Water rates are regulated by the PSC. The Department of Revenue municipal financial report is used to determine shared revenues and transportation aids from the state. The TIF districts annual reports are filed yearly.

Also required is the audit communications to the Village Board which include the standard communication that includes the list of audit adjustments proposed. Material weaknesses of drafting of the financial statements is standard communication for small municipalities. Other comments include the internal accounting controls of segregation of duties where possible and establishing an interest rate for TIF advances to other funds. The general fund interest rate on advancements from TIF#3 was 3% which was approved last year.

Fund Balance should also be monitored and the creation of a separate capital projects fund was done in the 2014 budget. The Village currently has a total general fund balance of \$2,285,625 with an unassigned fund balance of \$969,823. Of the \$2,285,625 fund balance, the non-spendable fund balance is \$971,485 which includes delinquent personal property taxes, advance to other funds and other assets. The restricted fund balance is \$170,020 which includes unspent bond proceeds, impact/developer fees, EMS/FAP account and other. Assigned fund balance total of \$174,297 includes capital purchases.

The financial statements of the Water and Sewer Utility report operating losses however this is due to depreciation of assets. Krysinski did not recommend a rate increase in either fund at this time but to evaluate them again within the 2015 budget. They currently look sufficient to cover normal operation and show a positive cash flow because neither fund has any debt.

The current GO Debt limit is at 27.77% available down from 54.59% in 2009 mostly due to the drop in equalized value and the refinancing of debt. The TIF Districts includes fund advances from the General Fund. Repayment of the advances will be determined by the TID plan and repayment of expenditures. The Village also has Lease Revenue Bonds which are not included within the GO Debt.

Update Dugout Sponsorships Centennial Park - Kyle Hans – Referred to July meeting.

Interviews - Trustee Applicants

Randall Bieri stated that he had solicited 34 signatures from Village residents to show that he has the support to be placed on an election ballot. While experience is important the public is requesting a change based on the results of the last election to elect Trustees in which his opponent failed to receive enough votes to be placed on the Village Board. The public believes in me and has asked that I do not step down from consideration.

Fred Albertz stated he supplied the Board with his letter of intent, did file the necessary papers to run for the board and does have the experience and would like to continue to work with the businesses in Johnson Creek.

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Election of Trustee to fill the unexpired term of Barry Hemphill expiring April, 2015.

Ballots were cast for each of the applicants and the first round Fred Albertz received three votes from Ellefson, Swisher and Wollin and Randall Bieri received three votes from Schopp, Semo and Wollschlager. Due to a tie, ballots were again cast with the same results. Once again due to a tie, ballots were cast a third time with the same results.

Appointment to Community Innovative Committee – Laurie Adams – 135 Pheasant Run –

A Semo/Ellefson motion carried unanimously appointing Laurie Adams to the Community Innovative Committee.

Appointment of Alternate Election Inspector – Cheryel Swisher – 205 Chapel Hill Drive –

A Semo/Wollin motion carried 5-0-1 with John Swisher abstaining to appoint Cheryel Swisher as an alternate election inspector.

Plan Commission Recommendations:

Resolution 50-14 Conditional Use to Permit Indoor Institutional – Johnson Creek School District

Semo/Wollschlager motion carried on a 6-0 roll call vote to approve a conditional use to permit indoor and outdoor institutional in SR-3 zoning to the Johnson Creek School District.

Resolution 52-14 Approving Operators Licenses for 2014/2015

A Semo/Wollschlager motion carried unanimously to approve Resolution 52-14 operators' licenses for the year 2014/2015.

Resolution 53-14 New Business – CNC Solutions – 260 Grell Ln.

A Wollschlager/Ellefson motion carried on a 6-0 roll call vote to approve Resolution 53-14 welcoming CNC Solutions – 260 Grell Ln into the business community in Johnson Creek.

Resolution 54-14 New Business – Johnson Creek Veterinary Care - 270 Wright Rd

A Wollin/Semo motion carried on a 6-0 roll call vote to approve Resolution 54-14 welcoming Johnson Creek Veterinary Care at 270 Wright Rd to the business community in Johnson Creek.

Resolution 55-14 Interest Due TID #2 from TID #3

An Ellefson/Semo motion carried unanimously to approve Resolution 55-14 establishing an interest payback rate of 3% from TID #3 to TID #2.

Resolution 56-14 Interest Due Water from TID #3

A Semo/Ellefson motion carried unanimously to approve Resolution 56-14 establishing an interest payback rate of 3% from TID #3 to the Water utility.

Resolution 57-14 Interest Due Sewer Utility from TID #3

A Wollin/Wollschlager motion carried unanimously to approve Resolution 57-14 establishing an interest payback rate of 3% from TID #3 to the Sewer Utility.

Resolution 58-14 Interest Due Sewer Utility from TID #2

A Wollschlager/Semo motion carried unanimously to approve Resolution 58-14 establishing an interest payback rate of 3% from TID #2 to the Sewer Utility.

Resolution 59-14 Waste Water Treatment Plant – 2013 Compliance Maintenance Annual Report (CMAR)

A Semo/Wollschlager motion carried on a 6-0 roll call vote to approve Resolution 59-14 approving the 2013 Compliance Maintenance Annual Report (CMAR).

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Resolution 60-14 Award Bid – Infield Groomer

A Wollschlager/Wollin motion carried on a 6-0 roll call vote to approve Resolution 60-14 the purchase of a mechanized infield groomer from ABI Sports Turf – ABI Force in the amount of \$14,284.92.

Discussion/Recommendation - Use of Community Center for Fundraiser Benefit – Bryden

Haumschild - *this was approved earlier in the meeting on a Semo/Swisher motion to waive the fees but provide a refundable security deposit.*

Closed Session

A Semo/Wollin motion carried on a 6-0 roll call vote to convene into closed session at 6:55 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 545, 585, 765 Wright Road and Terms Agreement on 425 Resort Drive* and §§19.85(1)(g) conferring with legal counsel *on Stoney Creek*.

Reconvene in Open Session

A Semo/Ellefson motion carried on a 6-0 roll call vote to reconvene into open session at 7:27 p.m.

Action from Closed Session - none

Next Village Board Meeting: July 28th at 5:30 p.m.

Adjourn

President Schopp adjourned the meeting at 7:28 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.