

PERSONNEL & FINANCE COMMITTEE
August 7, 2014



Chair John Swisher called the meeting to order at 5:31 p.m. In attendance: Trustees: John Swisher and Kelly Wollschlager. Absent and excused: Tim Semo. Also in attendance: President Greg Schopp, Trustees: Randy Bieri, Steven Wollin, and Administrator Mark Johnsrud.

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

Approve July 22, 2014 special meeting minutes

A Wollschlager/Swisher motion carried unanimously to approve the minutes of July 22, 2014 special meeting.

Discussion Recommendation - Ambulance Repairs over \$7,500

A Wollschlager/Swisher motion carried 2-0 to approve ambulance repairs more than \$7,500.

Discussion and Recommendation – Extension of Mill & Overlay for Water Main Repair N. Watertown Street from Maple Street to Bobcat Lane.

A Wollschlager/Swisher motion carried 2-0 to approve the extension of mill and overlay for water main repair on N. Watertown Street from Maple Street to Bobcat Lane.

A Wollschlager/Swisher motion carried to recess at 5:47 p.m. to the Emergency Village Board meeting.

A Wollschlager/Swisher motion carried to reconvene Personnel & Finance at 5:50 p.m.

Resolution 70-14 Accept and File Audited Financial Statements for Year Ended December 2013 Johnson Block and Company, Inc.

A Wollschlager/Swisher motion carried unanimously to recommend approval of Resolution 70-14.

Discussion and Recommendation - Johnson Block Engagement Letter for the year ending December 31, 2014, 2015 and 2016.

A Wollschlager/Swisher motion carried unanimously to refer to the next P&F committee meeting subject to Administrator Johnsrud discussing the contract with Johnson Block and reporting back to the committee.

Discussion and Recommendation - Capital Budget – 2014-2018

Johnsrud stated that the 2014-2018 Capital Budget will be updated and provided to the committee for review at the next Personnel and Finance Committee meeting.

A Wollschlager/Swisher motion carried unanimously to review the 2015-2019 five year capital budget at the next Personnel and Finance Committee meeting.

Discussion and Recommendation - Fees – Village Hall and Community Center

Johnsrud reviewed the 2014 schedule of fees

In addition the following changes were discussed:

Community Center – Fees

- Loss of Keys or Failure to Return to \$500
- Rental – Eliminate rental w/o kitchen
- Rental – Four hours or less to \$150 from \$120 residents and to \$300 from \$240 non-residents
- Rental – Eight hours or less to \$300 from \$240 residents and to \$600 from \$480 non-residents
- Wireless microphone rental \$50
- Corded microphone rental \$25

- No rental fee charged for 501.3(c) non-profit, government agencies or entities, elected officials conducting official meetings, Johnson Creek School District, Johnson Creek Senior Club, Senior Quilting Class and Johnson Creek Chamber of Commerce.
- All 501.3(c) events held on weekends or evenings after 4:00 p.m. must pay a \$50 "Event Fee" except Johnson Creek School District.
- All 501.3(c) organizations with recurring meetings (Monday through Friday 8-4 p.m.) to \$25 or \$1.00 per participant whichever is greater except Johnson Creek Senior Club, Senior Quilting Class, Johnson Creek School District and Johnson Creek Chamber of Commerce.

A Wollschlager/Swisher motion carried unanimously to update the schedule of fees and report back to the next meeting.

Discussion and Recommendation - Licensing Fees

Reviewed the memo from the Village Clerk-Treasurer Joan Dykstra on possible fee changes for 2015:

Alcohol Licensing

- Class A Beer to \$100 from \$50
- Class A Liquor to \$300 from \$200
- Class B Liquor to \$300 from \$200
- Combination for bona fide club to \$250 from \$235
- Cigarette License to \$100 from \$25

Licensing Other

Dog License – Late Fee

- Penalty for licenses issued after March 31st to \$25 from \$5

A Wollschlager/Swisher motion carried unanimously to update the schedule of fees and report back to the next meeting.

Closed Session

A Wollschlager/Swisher motion carried 2-0 to convene into closed session at 7:12 p.m. (*Pursuant to Wisconsin Statutes §§19.85 (1)(c) considering employment of any public employee over which the government body has jurisdiction or exercises responsibility –Utilities Director*)

Reconvene in Open Session

A Wollschlager/Swisher motion carried 2-0 to reconvene into open session at 8:22 p.m.

Report any actions of Closed Session

Schedule Utilities Director interviews for Monday, August 11th at 6:00 p.m.

Adjourn

Chairman Swisher adjourned the meeting at 8:22 p.m.

John Swisher, Chair
Personnel & Finance

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

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