



VILLAGE BOARD MEETING
Minutes of September 28, 2015

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

In attendance: President John Swisher, Trustees: Fred Albert, Randy Bieri, Tim Semo, Donald Smith, Dale Theder and Kelly Wollschlager. Also in attendance: Administrator Mark Johnsrud, Library Director Luci Bledsoe, Street Superintendent Lee Trumpf, Fire Chief Jim Wolf, Police Chief Gary Bleecker, Wastewater/Water Superintendent Aric Mindemann, Attorney James Hammes and Deputy Clerk-Treasurer Lisa Trebatoski.

Statement of Public Notice

This meeting was posted and noticed according to law.

Approve Finance Report

Wollschlager questioned check number 36023 incentive payment to DuClos Properties LLC for Rock River Powersports and if all the landscaping was complete. Johnsrud stated that all requirements have been met and the amount is less for the first incentive payment due to the reduction of accrued development costs.

Wollschlager questioned check number 36059 in the amount of \$130.27 and if it was just for one light bulb for the fire department. Fire Chief Wolf explained that this was for the whole light at the bottom of the bumper.

A Theder/Semo motion carried on a 7-0 roll call vote to approve claims in the amount of \$209,972.70

Ambulance/Fire-EMS, Building Inspector, Police– For Information Only

Department Schedules/Reports

Superintendent Mindemann stated hydrant flushing would take place next week and will continue for the next two weeks in which Village residents could see rusty water. He will have staff put information on the website.

Swisher stated this information should be added to future newsletter as well.

Fire Chief Wolf stated the fire department raised \$6,512.36 for muscular dystrophy. The Village Board applauded the fire department for their efforts.

Police Chief Bleecker stated the new officer Justin Geske was now trained, the rifle training is complete and the Tasers have arrived and once officers are trained they can be put in use. He stated there was a domestic abuse a week ago that ended in a stabbing. The mobile data computer was taken out of the squad because it was no longer working and therefore there is no computer in second squad.

Library Director Bledsoe stated the Library Fall program started. Early literacy, formerly known as story hour, started September 18th. Toddler time starts this week. The Home School Safety program over at the Fire Station will be held next week. There will be a couple days of delayed opening and early closing due to full time staff training in Waukesha for two days to help with transition to Waukesha system called Bridges Library System.

Approve Village Board Meeting Minutes of August 24th

An Albertz/ Bieri motion carried unanimously to approve the Village Board meeting minutes of August 24th.

Minutes of Special Committee of the Whole of August 31st and September 9th and September 14th regular meeting minutes

For Information Only

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Public Comment

An Albertz/Bieri motion carried to open public hearing at 5:35 p.m.

Brett Perucco, 417 Saratoga Drive, questioned making the walking path a dirt path rather than paved to save on costs and expedite completion. He stated in regards to the lawnmower purchase to hire college students to assist with the mowing. He suggested contacting Dr. Garvey once again to see about doing a joint newsletter with the school.

An Albertz/Theder motion to close the public hearing at 5:38 p.m.

Notices and Discussion

Administrator Johnsrud stated the following:

- Johnson Creek School District is holding a meeting with all municipal leaders within the district.
- Johnson Creek Watershed Alliance sent a thank you for the donation of a dumpster for the creek cleanup event held on September 12th.
- Ebenezer Moravian Church provided a \$500 cash contribution to the fire department.
- The Johnson Creek Cross Country team held an event, “Dash for Trash”, to pick up garbage in the village.

Wollschlager stated the League of Wisconsin Municipalities sent out a letter about micro grants for walking trails and will forward the information.

Administrator Report

Johnsrud reported on the following:

- Received two letter of responses from grocery stores earlier this year, both declined interest based on lack of supporting market.
- Attended a ribbon cutting for Johnson Creek Dental.
- Wright Road stormwater improvement retention pond is nearly complete.
- Attended a pre-construction meeting with R&R Wash Materials for the Resort Drive stormwater improvements that is scheduled to be completed this fall.
- Beaver Services, Inc hired A&A Environmental to complete the Environment Inspection Report for 236/238 Union St.
- We Energies has scheduled the disconnection services for the property 236/238 Union St.
- Reminder to Village residents that tree orders are due October 6th to be planted yet this fall. Trees for new construction will be planted by the Village.

Smith questioned why the stormwater retention pond on Wright Road wasn't closer to Hwy B. Johnsrud explained that wetland delineation determined that the property closest to the corner is a wetland.

Committee/Commission Reports

None

Presentation Dave Anderson PFM– TIF 3 Borrowing

Dave Anderson from PFM presented a packet of information on the TIF 3 borrowing. Anderson highlighted the following:

- Page 2 lists the borrowing for stormwater improvements, cash grants and land purchase all of which are related to the TREK development.
- Page 3 1st year increment revenue of \$10,853 to now over \$1.114 million. This year increased \$1.17 million in value and TREK will add \$8 million of increment value next year.
- Page 4 graph shows the base value of the TID being \$701,400 to now an estimated value of \$55 million which has to pay for a number of debts issued.

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- Page 5 shows the debt associated with TID 3. For 2015, the Village will do a short term financing with the ability to prepay in 2017 and refinance existing debt at which time TREK increment value revenue will allow the ability to pay for the debt.
- Page 6 shows the TID's cash flow with increment revenue and special assessments. Those create enough revenue to make current debt payments as well as start paying on advances from previous years that are owed to the sewer, water and general fund.
- Page 7 shows in 2018 the need to refinance where there is not enough cash flow to pay for the debt service.
- Page 8 has the timeline for the borrowing and the finalized preliminary official statement would be at the next meeting.

Wollschlager questioned on page 7 with the year 2018 if the village would refinance in 2017 would it even out the debt. Anderson explained the spike would even out to future years that are less.

Hammes questioned how much will be refinanced in 2017. Anderson stated \$3.8 million would be refinanced which would be the 2007 CDA and the current borrowing.

Anderson stated the borrowing would be \$60,000 less than the resolution on the agenda due to the reduction in costs for stormwater.

Resolution 101-15 Sale of Approximately \$1,455,000 Taxable Note Anticipation Notes – Series 2015

A Semo/Albertz motion carried on a 7-0 roll call vote to approve Resolution 101-15 Sale of Approximately \$1,455,000 Taxable Note Anticipation Notes – Series 2015.

Presentation Village Webpage – Bryan Hahlbeck – CivicPlus

Bryan Hahlbeck of CivicPlus reviewed a proposal to revise the Village webpage. CivicPlus is currently the leader in municipal website development with having about 2,000 community clients. Municipalities use their sites as portals to their community. Using the site as a communication, engagement and economic development tool and going beyond the static website of just content.

Hahlbeck stated after meeting with Village staff, the following needs were identified

- ease of use for Village residents
- find information quickly
- fillable forms
- online requests
- calendars
- reservations
- newsletter
- social media
- online payments

Semo stated the current website is easy to navigate but contains lots of redundancy. He further stated the current website is not mobile friendly on a smart phone.

Hahlbeck stated there are 80 clients in Wisconsin and he will be only showing only sites of 5,000 or less populations. CivicPlus has 15 years in the business and a quarter (about 500) clients are about the size of Village of Johnson Creek.

Hahlbeck shared some of the highlights that CivicPlus offers.

- Custom website
- Training for staff
- Calendaring: add to outlook calendar

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- Notify me: send out newsletters, alerts, job posting, and agendas by email or text message
- Request management: fill out online forms, service order, quick response, pay online
- Agenda center: agendas, minutes
- Community voice: post topics and take resident feedback
- Mobile: 100% mobile friendly
- Content Management System: staff can update content easily, live edit with drag and drop, flexible
- Navigation: mega menus, more information on the dropdowns and cross promote information
- Large site search: similar to Yahoo and Google, search content in website with recommendation
- Icons: route resident to key areas
- News: scrollable, image, bold text, lead in and “read on”

Wollschalger questioned if the modules are proprietary to CivicPlus. Hahlbeck stated yes, they secure them, it is their own technology and not open sourced. Therefore, CivicPlus has the ability to enhance and control the modules.

Administrator Johnsrud asked if the strategy, vision, or focus of the community changes, how quickly can the website adapt? Hahlbeck stated quickly as any piece of the website is able to be administrated by staff.

Library Director Bledsoe questioned if the Facebook account would be kept separate. Hahlbeck explained how the website can automatically route news to the Facebook page automatically. Director Bledsoe also inquired about the online payment services. Hahlbeck stated the Village could use their own or CivicPlus works with Heartland.

Swisher thanked Hahlbeck for his time and presentation.

Resolution 102-15 Requesting Exemption from County Library Tax

A Semo/Theder motion carried unanimously to approve Resolution 102-15 Requesting Exemption from County Library Tax.

Resolution 103-15 2016 Recycling Grants to Responsible Units Application

A Wollschlager/Bieri motion carried unanimously to approve Resolution 103-15 2016 Recycling Grants to Responsible Units Application.

Resolution 104-15 Award Bid – Lime Storage Tank Restoration – Sewer Utility

A Smith/Theder motion carried unanimously to approve Resolution 104-15 Award Bid- Lime Storage Tank Restoration - Sewer Utility to Dynamic Designs in the amount of \$12,225.

Resolution 105-15 Fire 2015 Capital Budget Amendment – Turnout Gear

A Smith/Semo motion carried unanimously to approve Resolution 105-15 Fire 2015 Capital Budget Amendment for the purchase of additional Turnout Gear in the amount of \$13,500.

Resolution 106-15 Authorize Payment of Settlement – Jerry and Holly Schmidt – 219 Milwaukee Street

A Theder/Wollschlager motion carried on a 6-1 roll call vote with Semo dissenting to approve Resolution 106-15 Authorize Payment of Settlement – Jerry and Holly Schmidt – 219 Milwaukee Street to Wolf Paving in the amount of \$1,500.

Resolution 107-15 New Business - General Nutrition Corp. (GNC)

A Smith/Semo motion carried unanimously to approve Resolution 107-15 New Business – General Nutrition Corp (GNC) new business at 575 W. Linmar Ln.

Resolution 108-15 Demolition Contract – 236/238 Union Street – Beaver Services, Inc.

An Albertz/Bieri motion carried on a 7-0 roll call vote to approve Resolution 108-15 Demolition Contract – 236/238 Union Street – Beaver Services Inc. in the amount of \$32,800.

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Resolution 109-15 Authorize Payment to Recondition – Case 621C Loader – Miller-Bradford & Risberg, Inc.

A Semo/Theder motion carried on a 7-0 roll call vote to approve Resolution 109-15 Authorize Payment to Recondition – Case 621C Loader – Miller-Bradford & Risberg Inc for the additional amount of \$13,883.01.

Resolution 110-15 Extension of Well Abandonment Agreement – Well 4

A Wollschlager/Theder motion carried unanimously to approve Resolution 110-15 Extension of Well Abandonment Agreement –Well 4 with the DNR.

Resolution 111-15 Compost Site Improvements

A Smith/Albertz motion carried on a 6-1 roll call vote with Semo dissenting to approve Resolution 111-15 Compost Site Improvements in an amount not to exceed \$20,000.

Discussion and Recommendation – Committee of the Whole – Future Dates

Smith stated he was requesting the change of the Monday night Committee of the Whole due to his commitment of being Cub Scoutmaster on the same night. He explained originally there were standing committees in which would not have affected his commitment. Swisher informed the committee if a permanent change was made, this would be a change to the ordinance. Semo suggested making a motion each month to determine the date of the next meeting. Smith requested this item be on the next Committee of the Whole meeting to give board members a chance to think about it.

Motion to Recess Village Board to Committee of the Whole

A Theder/Smith motion carried unanimously to recess Village Board to Committee of the Whole at 6:35 p.m.

Reconvene Village Board

A Semo/Theder motion carried on a 7-0 roll call vote to reconvene to Village Board Meeting at 7:01 p.m.

Resolution 112-15 2016 Johnson Creek Fire Department Budget

A Theder/Semo motion carried on a 7-0 roll call vote to approve Resolution 112-15 2016 Johnson Creek Fire Department Budget.

Set Trick or Treating

Bieri questioned when trick or treating is on a weekend why the hours didn't occur during daylight.

Wollschlager suggested changing the time to 5:00 p.m. to 7:00 p.m.

A Wollschlager/Bieri motion carried on a 5-2 voice vote with Semo and Smith dissenting to set trick or treating on October 31st from 5:00 p.m. to 7:00 p.m.

Upcoming meetings

Johnson Creek School District – Municipal Leaders' Meeting – Sept. 30th – 6 p.m. – Farmington Town Hall

Plan Commission Meeting: October 12th at 5:00 p.m.

Committee of the Whole Meeting: October 12th at 5:30 or immediately following Plan Commission

Village Board: October 26th at 5:30 p.m.

Adjourn

A Semo/Smith motion carried to adjourn at 7:06 p.m.

Lisa M. Trebatoski
Deputy Clerk – Treasurer

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