



VILLAGE OF JOHNSON CREEK
MEETING NOTICE
125 Depot Street, Johnson Creek, WI

VILLAGE BOARD MEETING
Village Hall
June 11, 2012
5:30 p.m.

Agenda

1. Call to Order; Roll Call
2. Pledge of Allegiance
3. Statement of Public Notice
4. Approve Finance Report- *pgs 1-20*
5. Reports from: Fire-EMS, Ambulance, Police and Building Inspector - *pgs 21.23*
6. Approve Village Board minutes May 14th and Special Village Board meeting May 22, 2012 - *pgs 24.27*
7. Notices and Discussion
8. Public Comment (limited to two minutes per person)
9. Closed Session
(Pursuant to Wisconsin Statutes §§19.85(1)(g) conferring with legal counsel who is rendering oral or written advise concerning strategy to be adopted by the body regarding possible litigation *AMC Showplace Theatres* and reserve the right to reconvene into open session.)
10. Reconvene into Open Session
11. Action from Closed Session
12. Committee Reports - *pgs 28.32*
13. Reconsideration - Tim Semo
Resolution 39-12 Farmer's Market -Steve Wollin- *pgs 33-35*
14. Plan Commission
 - a. Ordinance 01-12 Amend/Create Section 250-014 E(4)(c) Signal Receiving Antennas (satellite dishes) Standards Installation Standards - Height - *Adopt PC 5/17 - 1st reading VB 5/22 - pgs 36-38*
15. Improvement & Services
 - a. Resolution 48-12 Communication Tower and Building Space Lease - Jefferson County - *pgs 39-53*
 - b. Resolution 59-12 Facility Use Policy - *pgs 54-57*
16. Personnel and Finance
 - a. Communication Crossroads Community Church- *pg 58*
17. Protection & Welfare
 - a. Resolution 56-12 Johnson Creek Fire Department - Organization Chart- *Approve (3-0) - pgs 59-78*
 - b. Resolution 57-12 Amend Internal Control Policy - *pgs 79-88*
18. Resolution 49-12 INN TERNET HOTELS, LLC DBA: Comfort Suites - Combination Class B Hotel/Banquet License for 2011/2012 - *pgs 89-90*
19. Resolution 50-12 Approving Various Beer, Liquor, Combination Licenses for 2012/2013 - *pgs 91-92*
20. Resolution 51-12 Approving Cigarette, Amusement and Operators Licenses for 2012/2013 - *pgs 93-96*
21. Resolution 52-12 Approve Mobile Home Community Licenses -Back Acres and Village Terrace for 2012/2013 - *pgs 97-98*
22. Resolution 53-12 New Business - Book Warehouse- *pgs 99-100*
23. Resolution 54-12 New Business - Toys R Us Express - *pgs 101-102*
24. Resolution 55-12 New Business - Pam's Creative Kuts, LLC - *pgs 103-104*
25. Resolution 58-12 JC Historical Society - Use of Compost Site - Aztalan Street - June 22-25, 2012 - *pgs 105-107*
26. Ordinance 02-12 Amend and Create Section 33-6 Plan Commission and Subdivision Ordinance Impact Fee- *1st reading 5/12/2012 - adopt -pgs 108-109*
27. Ordinance 03-12 Repeal and Recreate Section 150-8 Underage Possession and Consumption of Alcohol - *1st reading 5/12/2012 - adopt - pgs 110-113*
28. Ordinance 04-12 Repeal and Recreate Section 33-7 Fees - Public Works Department - *1st Reading - pgs 114-116*
29. Closed Session
(Pursuant to Wisconsin Statutes §§19.85(1) (e) deliberating or negotiating the investing of public funds, or conducting other specified business, whenever competitive or bargaining reasons require a closed session in the negotiation of a term sheet with *Robert Pontello - Merit Commercial Real Estate* and §§19.85 (1) (g) conferring with legal counsel on *foreclosure proceedings on parcels owned by Carlisle Real Estate Group LLC and Palm Resort Group LLC within TID 3*)
30. Reconvene into Open Session
31. Reschedule Standing Committee Meetings due to 4th of July
32. Next Village Board Meeting - Monday June 25th at 5:30 p.m.
33. Adjourn

N/A Not adopt/approve
A Adopt/approve

N.B. Page numbers relate to Board/Committee members packets

NOTICE: It is possible that members of, and possibly a quorum of, other governmental bodies of the Village may be in attendance at the meeting above to gather information. No action will be taken by any governmental body at the meetings above other than by the governmental body specifically referred to in the above notice.

Requests from persons with hearing or sight disabilities who need assistance to participate in this meeting should be made to the Village Clerk's Office at (920) 699-2296 with as much advance notice as possible.

Agenda Posting Information	
Date	
Time	am/pm
Initials	

Check Register Report

Date: 06/07/2012

Time: 1:05 PM

Page: 1

Village of Johnson Creek

BANK:

Check Number	Check Date	Vendor Number	Vendor Name	Check Description	Amount
Checks					
31204	05/10/2012	JC POST OF	JOHNSON CREEK POST OFFICE	POSTAGE FOR WATER/SEWER BILLS	323.52
31205	05/17/2012	EMP BENEFI	EMPLOYEE BENEFITS COOPERATIVE	3RD QTR FLEX	2,061.20
31206	05/24/2012	AFLAC	AFLAC	PAYDATE 4/27/2012	43.20
31207	05/24/2012	B-TEK	B-TEK ENTERPRISES, LLC	COMPUTER FIRE CHIEF	1,065.24
31208	05/24/2012	CHARTER	CHARTER COMMUNICATIONS	FINAL CABLE BILL FOR FIRE DEPT	10.69
31209	05/24/2012	CNA SURETY	CNA SURETY	BOND POLICY COVERAGE	102.00
31210	05/24/2012	CRAMER, MU	CRAMER, MULTHAUF & HAMMES, LLP	COURT/FIRE CONTRACT	2,027.50
31211	05/24/2012	DELTA DEN	DELTA DENTAL OF WISCONSIN	JUNE DENTAL	1,417.88
31212	05/24/2012	ENVIRO SPE	ENVIRONMENTAL SPECIALISTS LLC	ANNUAL BIO-SOLIDS HANDLING FEE	8,200.00
31213	05/24/2012	GEN CHEM	GENERAL CHEMICAL LLC	CHEMICALS FOR WWTP	5,328.00
31214	05/24/2012	GENERAL CO	GENERAL COMMUNICATIONS, INC.	LIGHTS AND EQUIP FOR NEW SQUAD	4,522.80
31215	05/24/2012	GORDON FLE	GORDON FLESCH CO., INC.	JUNE LEASE-VH	493.32
31216	05/24/2012	JOHNSON BL	JOHNSON BLOCK COMPANY, INC	APRIL SERVICES	2,750.00
31217	05/24/2012	JC PUB SCH	JOHNSON CREEK PUBLIC SCHOOL	MAY MOBILE HOME TAX	1,692.23
31218	05/24/2012	KAESTNER	KAESTNER AUTO ELECTRIC CO	DPW SUPPLIES	410.88
31219	05/24/2012	RELIANCE	RELIANCE STANDARD	JUNE LIFE INS	580.79
31220	05/24/2012	TOMMY	TOMMY TUCKER	PARK SUPPLIES	245.36
31221	05/24/2012	US CELL	US CELLULAR	FIRE CELL PHONES	8.83
31222	05/24/2012	UW HEALTH	UW HEALTH PARTNERS	HEPATITIS B/HEARING TESTS	283.50
31223	05/24/2012	WAUPUN	WAUPUN EQUIPMENT CO INC	TRACTOR REPAIR- DPW	523.95
31224	05/25/2012	WCMA/WAMC	WAMCAM WCMA	WCMA/WAMCAM SEMINAR	200.00
31225	06/06/2012	PINE CONE	PINE CONE TRAVEL PLAZA	ELECTION LUNCH 6/5/2012	36.19
31226	06/07/2012	AFLAC	AFLAC	5/11/2012 PAYDATE	43.20
31227	06/07/2012	ASSOC APP	ASSOCIATED APPRAISAL	MAY APPRAISAL SERVICES	1,342.73
31228	06/07/2012	AXA EQUITA	AXA EQUITABLE	5/11, 5/25/12 PAYDATES	100.00
31229	06/07/2012	AZTALAN SC	AZTALAN SCREEN PRINTING &	FIRE DEPT UNIFORM SHIRTS	650.00
31230	06/07/2012	BADGER UTI	BADGER UTILITY INC	BACK-UP LIGHT FOR LOADER-DPW	13.84
31231	06/07/2012	CARD SERV	CARD SERVICE CENTER	LIB, FIRE/EMS,WWTP DPW, SUPPLIES	1,539.69
31232	06/07/2012	CARUS	CARUS PUBLISHING COMPANY	SUBSCRIPTION - LIBRARY	26.95
31233	06/07/2012	CHARLES DA	CHARLES DAVID'S SONS INC	LIBRARY SIGN	2,000.00
31234	06/07/2012	CHARTER	CHARTER COMMUNICATIONS	EMS HOUSE, PD, VH, INTERNET	198.67
31235	06/07/2012	CRAMER, MU	CRAMER, MULTHAUF & HAMMES, LLP	MAY VILLAGE/PD COURT	3,445.00
31236	06/07/2012	CREEK PLUM	CREEK PLUMBING, LLC	REPAIRS TO SINK-WWTP	73.00
31237	06/07/2012	DAILY JEFF	DAILY JEFFERSON CTY UNION	DPW AD	19.90
31238	06/07/2012	DAWN HAINE	DAWN M. HAINES	MAY POLICE DEPT CLEANING	160.00
31239	06/07/2012	DEPT ADMIN	DEPARTMENT OF ADMINISTRATION	TEACH LINE - LIBRARY	600.00
31240	06/07/2012	DEPT OF NA	DEPARTMENT OF NATURAL	DPW ATV RENEWAL	5.00
31241	06/07/2012	EMER. MED.	EMERGENCY MEDICAL PRODUCTS	EMS SUPPLIES	370.62
31242	06/07/2012	ENVIRO SPE	ENVIRONMENTAL SPECIALISTS LLC	SLUDGE SAMPLING-WWTP	350.00
31243	06/07/2012	FIELD STRE	FIELD & STREAM	SUBSCRIPTION-LIBRARY	19.97
31244	06/07/2012	FT HEALTHC	FORT HEALTHCARE	EMS SUPPLIES	15.00
31245	06/07/2012	FROHMADER	RANDY FROHMADER	INSTALL EQUIPMENT -2012 SQUAD	3,000.00
31246	06/07/2012	GALL'S INC	GALLS, AN ARAMARK COMPANY	CLOTHING ALLOW- GOSH	101.97
31247	06/07/2012	GORDON FLE	GORDON FLESCH CO., INC.	COPIER LEASE-LIBRARY	109.72
31248	06/07/2012	GROUNDWAT	GROUNDWATER MODEL PROJECT	GROUND WATER MODEL- H2O	610.00
31249	06/07/2012	GUILDRAFT	GUILDRAFT	SUMMER LIBRARY SUPPLIES	54.43
31250	06/07/2012	H & H	H & H FIRE PROTECTION LLC	FD TRAINING MATERIALS	38.10
31251	06/07/2012	HACH	HACH COMPANY	TESTING SUPPLIES-WWTP	432.97

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Date: 06/07/2012

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Village of Johnson Creek

BANK:

Check Number	Check Date	Vendor Number	Vendor Name	Check Description	Amount
Checks					
31252	06/07/2012	HARTZ PETE	HARTZ PETER	CLOTHING ALLOWANCE	71.94
31253	06/07/2012	HD SUPP	HD SUPPL NTL WATERWORKS-	WATER METERS-H2O	975.00
31254	06/07/2012	REIMAN PUB	HEALTHY COOKING	SUBSCRIPTION- LIBRARY	29.98
31255	06/07/2012	HENDRICK	HENDRICKS & STAS ELECTRIC	LENS FOR COM CTR LIGHT	73.03
31256	06/07/2012	INGRAM	INGRAM BOOK CO	BOOKS - LIBRARY	468.87
31257	06/07/2012	J & L TIRE	J & L TIRE INC.	A/C REPAIRS- PD SQUAD	679.95
31258	06/07/2012	JACKSON RU	RUTH JACKSON	6/5/2012 ELECTION, TEST	126.00
31259	06/07/2012	JC WATER/S	JC WATER AND SEWER	FD,PD, VH, DPW, WWTP	338.24
31260	06/07/2012	JEFF TREAS	JEFFERSON CTY TREASURERS OFFIC	APRIL COURT REPORT	614.79
31261	06/07/2012	JERRY'S AU	JERRY'S AUTO REPAIR	BRAKES- 2009 PD SQUAD	201.65
31262	06/07/2012	JOHNS DISP	JOHN'S DISPOSAL SERVICE,INC	888 REFUSE 888 RECYCLING	12,076.80
31263	06/07/2012	JOHNS FIRE	JOHN'S FIRE PROTECTION, LLC	FIRE EXTING.INSPECT - PD VH PW	325.22
31264	06/07/2012	JC POST OF	JOHNSON CREEK POST OFFICE	PO BOX RENTAL	56.00
31265	06/07/2012	JC PUB SCH	JOHNSON CREEK PUBLIC SCHOOL	RESTITUTION	9.00
31266	06/07/2012	JONAS OFFI	JONAS OFFICE EQUIPMENT	LIBRARY SUPPLIES	16.29
31267	06/07/2012	JWR INC	JWR, INC	RACKS FOR FIRE STATION	202.69
31268	06/07/2012	KIRCHER/A	ADAM KIRCHER	FIRE TEST FEES	80.00
31269	06/07/2012	KWIK TRIP	KWIKTRIP-KWIK STAR STORES	EMS FUEL PURCHASES	194.27
31270	06/07/2012	LAKESHORE	LAKESHORE LIBRARY SYSTEM	COMPUTERS FOR LIBRARY	3,915.26
31271	06/07/2012	LANGE ENT	LANGE ENTERPRISES, INC.	STREET SIGNS- DPW	27.51
31272	06/07/2012	LINMAR BP	LINMAR BP	PD, FD, DPW, WWTP, MAY FUEL	3,088.86
31273	06/07/2012	LOOS HOME	LOOS HOMES	3 HOMES-BOND REFUND	4,275.00
31274	06/07/2012	MAEGLI	CINDIE MAEGLI	6/5/2012 ELECTION, TEST BOC	128.00
31275	06/07/2012	MARROQUIN	MARIA MARROQUIN	MAY LIB, VH, COM CTR, CLEANING	765.00
31276	06/07/2012	VOID	VOID	VOID	0.00
31277	06/07/2012	MENARDS	MENARDS	PD, DPW, WWTP, FD SUPPLIES	1,030.41
31278	06/07/2012	MICROMARK	MICROMARKETING LLC	BOOKS ON CD- LIBRARY	79.94
31279	06/07/2012	MIDAMER	MID-AMERICAN RESEARCH CHEMICAL	SUPPLIES-WWTP	408.00
31280	06/07/2012	MIDWEST TA	MIDWEST TAPE, LLC	BOOK ON CD- LIBRARY	52.98
31281	06/07/2012	MSA PROFES	MSA PROFESSIONALSERVICES INC	MAY SERVICES	2,133.93
31282	06/07/2012	NASCO	NASCO	LIBRARY SUPPLIES	51.60
31283	06/07/2012	NEXTEL	NEXTEL COMMUNICATIONS	FIRE/EMS CELL PHONES	140.04
31284	06/07/2012	NORTH CENT	NORTH CENTRAL LAB INC	TESTING SUPPLIES-WWTP	127.28
31285	06/07/2012	PERFECT TK	PERFECTION TRUCK	TRAILER ADAPTER-PD	7.99
31286	06/07/2012	PETTY HALL	PETTY CASH VILL JC \ JDYKSTRA	MILEAGE, ELECTION SUPPLIES	58.08
31287	06/07/2012	PINE CONE	PINE CONE TRAVEL PLAZA	RESTITUTION	43.78
31288	06/07/2012	PINE CONE	PINE CONE TRAVEL PLAZA	RESTITUTION	32.18
31289	06/07/2012	PORT-A-JON	PORT-A-JOHN CORP	BELL PARK	86.00
31290	06/07/2012	BILL RAD	BILL RADUE	CLOTHING ALLOWANCE	100.12
31291	06/07/2012	RANDOM	RANDOM HOUSE INC	CD'S-LIBRARY	10.00
31292	06/07/2012	REDLIN	KATHY REDLIN	5/22/2012 BOR REPORTING	100.00
31293	06/07/2012	RESERVE AC	RESERVE ACCOUNT	POSTAGE FOR MACHINE-VH	400.00
31294	06/07/2012	SHEA KATE	KATELIN SHEA	MAY 2012 NEWSLETTER	136.00
31295	06/07/2012	STAAB	STAAB CONSTRUCTION CORP.	FINAL PAYMENT-WWTF RENOVATION	6,250.00
31296	06/07/2012	STANSFIELD	TOMMY STANSFIELD	FIRE TEST FEE	80.00
31297	06/07/2012	STOUT BETT	BETTY STOUT	6/5/2012 ELECTION, AND TEST	126.00
31298	06/07/2012	TDS	TDS TELECOM	WWTP, FD, PD, VH, LIB PHONES	989.08
31299	06/07/2012	THEDER	THEDER LAWN SERVICE	FIRE DEPT MOWING	275.00
31300	06/07/2012	THEDER/TOD	TODD THEDER	RESTITUTION	36.90
31301	06/07/2012	THOMAS T	THELMA THOMAS	6/5/2012 ELECTION, BOC AND TES	128.00
31302	06/07/2012	TOMMY	TOMMY TUCKER	SUPPLIES, COM CTR, VH	125.97
31303	06/07/2012	TRIMBORN	DIANNE TRIMBORN	6/5/2012 ELECTION, TEST, BOC	132.00
31304	06/07/2012	UNDRWRTER	UNDERWRITERS LABORATORIES, INC	WELL #3 TESTS	260.00
31305	06/07/2012	UNEMPLOY	UNEMPLOYMENT INSURANCE	UNEMPLOYMENT-LIBRARY	408.73

Check Register Report

Date: 06/07/2012

Time: 1:05 PM

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Village of Johnson Creek

BANK:

Check Number	Check Date	Vendor Number	Vendor Name	Check Description	Amount
Checks					
31306	06/07/2012	US CELL	US CELLULAR	MAY CELL PHONES	467.00
31307	06/07/2012	USA BLUEBK	USA BLUEBOOK	LAB SUPPLIES-H2O	279.77
31308	06/07/2012	VIERBICHER	VIERBICHER	SERVICES MARCH-MAY 31, 2012	94.05
31309	06/07/2012	WATERTOWN	WATERTOWN DAILY TIMES INC	PUBLIC TEST,DPW AD	438.92
31310	06/07/2012	WE ENERGIE	WE ENERGIES	ST LIGHTS, WWTP, VH, LIB, PD, FIRE	14,599.11
31311	06/07/2012	WI - SCTF1	WI SCTF	6/08/2012 CHILD SUPPORT	197.47
31312	06/07/2012	WI - SCTF1	WI SCTF	6/22/12 CHILD SUPPORT	197.47
31313	06/07/2012	WI BLDG IN	WI BUILDING INSPECTIONS, LLP	MAY PERMITS	1,716.00
31314	06/07/2012	WISC AUTOM	WISCONSIN AUTOMATIC DOOR INC.	ANNUAL VH AUTO DOOR COVERAGE	278.00
31315	06/07/2012	WI COURT F	WISCONSIN COURT FINES & ASSESM	MAY COURT REPORT	1,016.45
			111	Checks Total (excluding void checks):	109,481.44
			111	Bank Total (excluding void checks):	109,481.44
			111	Grand Total (excluding void checks):	109,481.44
35	06/05/2012	DEPT EMPL		JULY HEALTH INS	18,149.30
				GRAND TOTAL	127,630.74

WATER	\$5,141.15
SEWER	\$29,096.55
TIF #2	\$703.57
TIF #3	\$703.57
LIBRARY	\$8,758.54
FIRE	\$3,939.54
EMS	\$2,352.56
GENERAL	\$76,935.26
TOTAL	\$127,630.74



PROJECT UPDATE

A Review of MSA Projects in Your Community

Village of Johnson Creek, WI

CLIENT LIAISON:

Kevin Lord, P.E., R.L.S.

Phone: (800) 446-0679

Cell: (608) 712-2563

klord@msa-ps.com

DATE:

June 6, 2012

SERVICE DATES:

April 17, 2012 – May 19, 2012

R05114010 – VILLAGE OF JOHNSON CREEK 2012 GENERAL ENGINEERING

MSA administration time for the setup of the 2012 General Engineering contract including file setup and contract organization.

R05114011 – VILLAGE OF JOHNSON CREEK–SAFE ROUTES TO SCHOOL PLANNING GRANT APPLICATION

MSA prepared and submitted a safe routes to school planning grant on behalf of the Village of Johnson Creek. MSA staff met with the school district staff on May 1, 2012 to discuss the grant and detailed information needed for the grant. MSA prepared the exhibits and application as necessary to submit the grant via email prior to the May 4, 2012 deadline.

R05114012 – VILLAGE OF JOHNSON CREEK URBAN FORESTRY TREE INVENTORY AND GIS

MSA completed project management to initiate the project. Items included gathering the datasets for the tree inventory and coordination with Bluestem Forestry for the tree inventory.

Your Trusted Partner
PROJECT UPDATE





INVOICE

Please see page 1 of contract for terms and conditions. Payment is due within 30 days of invoice date. Payment may be made by check or wire transfer. If you have any questions, please contact your account manager.

REMIT TO:
 MSA PROFESSIONAL SERVICES INC
 PO Box 435
 BARABOO WI 53913-0435

Village of Johnson Creek
 125 Depot Street
 PO Box 238
 Johnson Creek, WI 53038

June 06, 2012
 Project No: R05114010.0
 Invoice No: 1
 Project Manager: Kevin Lord
 Client Liaison: Kevin Lord

Project R05114010.0 Village of Johnson Creek 2012 General Engineering
Professional Services from April 17, 2012 to May 19, 2012

Phase 100 General Municipal
 Task 101 Project Management

Professional Personnel

	Hours	Rate	Amount	
Lord, Kevin	.50	82.00	41.00	
Totals	.50		41.00	
Total Labor				41.00
				Total this Task \$41.00

Task 102 Correspondence

Professional Personnel

	Hours	Rate	Amount	
Benner, Jill	.50	61.00	30.50	
Totals	.50		30.50	
Total Labor				30.50
				Total this Task \$30.50

Task 199 Expenses and Consultants

Professional Personnel

	Hours	Rate	Amount	
Gillespie, Sarah	.25	51.00	12.75	
Totals	.25		12.75	
Total Labor				12.75
				Total this Task \$12.75

Total this Phase \$84.25

AMOUNT DUE THIS INVOICE \$84.25

[Handwritten Signature]
 6-7-12



PROFESSIONAL SERVICES

TRANSPORTATION • MUNICIPAL
DEVELOPMENT • ENVIRONMENTAL

INVOICE

Payment due upon receipt of invoice
Interest at the rate of 1.5% per
month on unpaid balance will be
added to your next statement

REMIT TO:
MSA PROFESSIONAL SERVICES INC
PO Box 435
BARABOO WI 53913-0435

Village of Johnson Creek
125 Depot Street
PO Box 238
Johnson Creek, WI 53038

May 26, 2012
Project No: R05114011.0
Invoice No: 1
Project Manager: Kevin Lord
Client Liaison: Kevin Lord

Project R05114011.0 Village of Johnson Creek - Safe Routes to School Planning Grant Application

Professional Services from April 23, 2012 to May 19, 2012

Phase 100 General Municipal
Task 101 Project Management

Professional Personnel

	Hours	Rate	Amount	
Benner, Jill	.50	61.00	30.50	
Lord, Kevin	3.00	82.00	246.00	
Totals	3.50		276.50	
Total Labor				276.50
				Total this Task \$276.50

Task 102 Maps

Professional Personnel

	Hours	Rate	Amount	
Rada, Louis	3.00	78.00	234.00	
Totals	3.00		234.00	
Total Labor				234.00
				Total this Task \$234.00

Task 103 Meetings

Professional Personnel

	Hours	Rate	Amount	
Lord, Kevin	4.50	82.00	369.00	
Soyer, Jenna	3.50	72.00	252.00	
Totals	8.00		621.00	
Total Labor				621.00

Other Expenses

Mileage	126.0 Miles @ 0.555	69.93		
Total Other Expenses		69.93		69.93
				Total this Task \$690.93

MSJ 5-30-12

Offices in Illinois, Iowa, Minnesota, and Wisconsin

For information, Contact The Madison Office at: 608-242-7779 1-800-446-0679 Fax: 608-242-5664



PROFESSIONAL SERVICES

TRANSPORTATION • MUNICIPAL
DEVELOPMENT • ENVIRONMENTAL

INVOICE

.....
*Payment due upon receipt of invoice.
Interest at the rate of 1.5% per
month on unpaid balance will be
added to your next statement.*

REMIT TO:
MSA PROFESSIONAL SERVICES INC
PO Box 435
BARABOO WI 53913-0435

Village of Johnson Creek
125 Depot Street
PO Box 238
Johnson Creek, WI 53038

May 26, 2012
Project No: R05114012.0
Invoice No: 1
Project Manager: Kevin Lord
Client Liaison: Kevin Lord

Project R05114012.0 Village of Johnson Creek Urban Forestry Tree Inventory and GIS

Professional Services from April 23, 2012 to May 19, 2012

Phase 100 General Municipal

Task 101 Project Management

Professional Personnel

	Hours	Rate	Amount
Lord, Kevin	.50	82.00	41.00
Totals	.50		41.00
Total Labor			41.00
Total this Task			\$41.00

Task 102 Correspondence

Professional Personnel

	Hours	Rate	Amount
Benner, Jill	.50	61.00	30.50
Totals	.50		30.50
Total Labor			30.50
Total this Task			\$30.50

Task 106 GIS Setup

Professional Personnel

	Hours	Rate	Amount
Halvorson, Todd	1.25	108.00	135.00
Rada, Louis	4.25	78.00	331.50
Totals	5.50		466.50
Total Labor			466.50
Total this Task			\$466.50

Task 199 Expenses and Consultants

Professional Personnel

	Hours	Rate	Amount
Gillespie, Sarah	.25	51.00	12.75
Totals	.25		12.75

Offices in Illinois, Iowa, Minnesota, and Wisconsin

For information, Contact The Madison Office at: 608-242-7779 1-800-446-0679 Fax: 608-242-5664

Project	R05114012.0	Village of Johnson Creek Urban Forestry	Invoice	1
	Total Labor			12.75
		Total this Task		\$12.75
		Total this Phase		\$550.75
		AMOUNT DUE THIS INVOICE		\$550.75

Offices in Illinois, Iowa, Minnesota, and Wisconsin

For information, contact The Madison Office at: 608-242-7779 1-800-446-0679 Fax: 608-242-5664

RESTRICTED & CASH ON HAND (BUDGET & DEBT PMT) 6/7/12

	Restricted	Cash for Budget/Debt
GENERAL FUND		
Checking , Payroll , Money Market (Remaining Expenditures: \$1,533,118.60)		\$1,091,851.76
EMS -FAP Funds (Restricted Use)	\$17,304.64	
G.O. Bond Proceeds	\$119,064.09	
Restricted Account	\$230,189.53	
Tax Account (Temp Acct to Hold Tax Collections)		\$0.00
Tree Fee Account	\$9,421.11	
Impact Fee Account (Parks Share and Public Works Share)	\$78,724.10	
West Side Street & Utility Improvement Fees	\$7,485.82	
	\$462,189.29	\$1,091,851.76
WATER FUND		
Checking, Money Market (Remaining Expenditures: \$518,756.90)		\$329,218.89
Water Revenue Bond Proceeds (Water Portion Well 4)	\$69,937.14	
Depreciation Equipment (deposits monthly, can't use for debt)	\$183,766.02	
Bond Reserve & Redemption (deposits monthly - Min. for '10 \$631K)	\$879,244.60	
Impact Fee Account (Water Share)	\$35,734.51	
	\$1,168,682.27	\$329,218.89
SEWER FUND		
Checking, Money Market (Remaining Expenditures: \$427,792.88)		\$360,562.45
Depreciation Equipment (deposits monthly, can't use for debt,)	\$656,660.39	
Bond Redemption (deposits monthly - Min. for '10 \$595K)	\$271,699.33	
Bond Reserve	\$268,226.09	
Impact Fee Account (Sewer Share)	\$49,864.51	
	\$1,246,450.32	\$360,562.45
TIF 2		
Checking, Money Market (Remaining Expenditures \$745,134.03)		\$816,360.97
Water Revenue Bond Proceeds (TIF 2 portion Well 4)	\$693,937.17	
Bond Reserve/Redemption (held by Associated Trust - not in Village Account)	\$759,519.61	
	\$1,453,456.78	\$816,360.97
TIF 3		
Checking, Money Market (Remaining Expenditures: \$880,191.88)		\$899,514.04
Water Revenue Bond Proceeds (TIF 3 portion Well 4)	\$518,074.31	
Bond Reserve/Redemption (held by Associated Trust - not in Village Account)	\$958,118.10	
	\$1,476,192.41	\$899,514.04
LIBRARY		
Checking (Remaining Expenditures: \$121,051.54)		\$74,869.63
Restricted & Trust Account	\$26,181.44	
	\$26,181.44	\$74,869.63
ROOM TAX		
Checking (Remaining Expenditures: \$36,625.81)	\$39,073.81	
	\$39,073.81	
FIRE FUND		
Checking, Money Market (Remaining Expenditures: \$734,507.63)		\$143,742.44
GO Note Proceeds (Borrowed for Equipment)	\$19,800.61	
GO Bond Proceeds (Borrowed for property purchase)	\$427,365.90	
Impact Fee Account (Fire-EMS Share)	\$139,803.67	
	\$586,970.18	\$143,742.44
RESTRICTED & CASH ON HAND (BUDGET & DEBT PMT) 6/7/12	\$6,459,196.50	\$3,716,120.18
BANK TOTALS		
Premier Bank (Checking, Money Market)		\$2,266,232.02
Badger Bank (Checking, Money Market)		\$1,090,601.99
Local Government Investment Pool (LGIP)*		\$0.00
Bank of Lake Mills (Money Market)		\$1,857,821.40
Landmark Credit Union (Money Market)		\$648,587.73
Summit Credit Union (Money Market)		\$648,484.47
Fort Community Credit Union (Money Market)		\$650,970.70
American National Bank (CD)		\$0.00
Town and Country Bank (CD)		\$646,055.80
Greenwoods State Bank (Money Market)		\$648,924.86
M&I Bank (Money Market)		\$0.00
Associated Trust (Bond Reserve)		\$1,717,637.71

S:\MS Excel\Elissa\Account Balancing\Other\Cash Balances\CB 2012.xls
 *Balances reflect what bank balance will be when outstanding checks clear.

Impact Fee Report

Category	Balance (includes interest earned)	Budgeted 2012 Expenditures	Projected Balance	2012 Expenditures	Projects per 2004 Impact Fee Study (Project Costs/Related Debt)
Public Safety	\$139,803.67	\$0.00	\$139,803.67		Fire/EMS Building
WWTF	\$49,864.51	\$0.00	\$49,864.51		WWTP Phase 2, Office/Lab Expansion, Heated Garage
Water System	\$35,734.51	\$0.00	\$35,734.51		Well 5 (Auditor ok'd using for Well 3/4)
Parks	\$7,229.47	(\$7,229.47)	\$0.00	Debt Payments	Any collected goes to debt for 2005 \$1.925M GO Bonds
Public Works	\$71,494.63	(\$15,000.00)	\$56,494.63	Trees	Streetscape, Shoreline Restoration, Relocate Brush/Compost
Total Impact Fees:	\$304,126.79	(\$22,229.47)	\$281,897.32		
West Side Street/Utility Fee	\$7,485.82	\$0.00	\$7,485.82		Reconstruct Midge, West (Union to new subdivisions), Connector Streets (Hwy B to Chapel Hill and E/W Connector)
Total Account:	\$311,612.61	(\$22,229.47)	\$289,383.14		

NOTES:
Includes Fees Paid as of: 6/7/2012

RESTRICTED FUNDS UPDATE				
Category	Balance	Remaining 2012 Expenditures	Projected Remainder	Description of 2012 Expenditures*
Codification	\$12,103.14		\$12,103.14	
Computers	\$38,494.89	(\$4,764.94)	\$33,729.95	Computer Replacement, Wireless Internet
Equipment (DPW)	\$3,493.25	\$0.00	\$3,493.25	Front-End Loader Tire Replacement
Fire	\$34,862.46	(\$10,000.00)	\$24,862.46	Tuition/Education Materials
Firemans Park Play Equip	\$7,142.33		\$7,142.33	
Garage	\$27,580.86		\$27,580.86	
Reserved for T3 Debt	\$18,146.24		\$18,146.24	
Historical Society	\$314.39		\$314.39	
Municipal Building Repair	\$48,930.56	(\$20,000.00)	\$28,930.56	Municipal Building Roof Replacement
Parks	\$19,117.08	(\$4,850.00)	\$14,267.08	Portion of GIS Tree Inventory Cost
Police	\$4,004.74	(\$3,872.00)	\$132.74	Squad Car Contribution
Storm Sewers	\$5,228.08		\$5,228.08	
Streets	\$10,771.51	(\$4,850.00)	\$5,921.51	Portion of GIS Tree Inventory Cost
Totals:	\$230,189.53	(\$48,336.94)	\$181,852.59	

6/7/2012

*Funds will be withdrawn for these capital projects once the final cost is determined.

ROOM TAX COLLECTION & DISTRIBUTION SUMMARY

Collections								
Tax Year	JC Chamber 35%	Tourism 35%	Interest	Parks 30%	Interest	Tax Collected	Interest	Ascending Total
2005	\$1,767.03	\$1,767.03	\$0.00	\$1,514.59	\$0.00	\$5,048.65	\$0.00	\$5,048.65
2006	\$14,647.09	\$14,647.09	\$265.70	\$12,554.67	\$215.11	\$41,848.85	\$480.81	\$47,378.31
2007	\$22,870.90	\$22,870.90	\$900.58	\$19,603.63	\$612.17	\$65,345.43	\$1,512.75	\$114,236.49
2008	\$28,442.06	\$28,442.06	\$2,442.39	\$24,378.92	\$1,305.17	\$81,263.05	\$3,747.56	\$199,247.10
2009	\$28,813.63	\$28,813.63	\$344.05	\$24,697.37	\$71.59	\$82,324.63	\$415.64	\$281,987.37
2010	\$19,291.61	\$19,291.61	\$939.42	\$16,535.67	\$29.37	\$55,118.89	\$968.79	\$338,075.05
2011	\$15,230.42	\$15,230.42	\$151.12	\$13,054.62	\$0.00	\$43,515.46	\$151.12	\$381,741.63
2012	\$2,367.47	\$2,367.47	\$21.52	\$2,029.27	\$0.00	\$6,764.21	\$21.52	\$388,527.36
Collected:	\$133,430.21	\$133,430.21	\$5,064.77	\$114,368.74	\$2,233.42	\$381,229.17	\$7,298.19	
Expenditures & Chamber Distribution								
Tax Year	Chamber Distribution	Tourism	Parks	Expenditures		Expenditures		Descending Balance
2005	\$1,767.03					\$1,767.03		\$3,281.62
2006	\$14,647.09	\$1,200.00		\$4,673.00		\$20,520.09		\$25,091.19
2007	\$22,870.90	\$2,450.02		\$11,149.61		\$36,470.53		\$55,478.84
2008	\$28,442.06	\$10,832.73		\$20,952.25		\$60,227.04		\$80,262.41
2009	\$28,813.63	\$20,040.89		\$43,465.31		\$92,319.83		\$70,682.85
2010	\$19,291.61	\$60,692.09		\$18,280.97		\$98,264.67		\$28,505.86
2011	\$15,230.42	\$1,180.00		\$8,596.98		\$25,007.40		\$47,165.04
2012	\$2,367.47	\$3,025.45		\$9,484.04		\$14,876.96		\$39,073.81
Expended:	\$133,430.21	\$99,421.18		\$116,602.16		\$349,453.55		
Remaining Funds in Account								
	Chamber Distribution	Village Tourism	Village Parks	Total Balance				
Balances:	\$2,367.47	\$39,073.81	\$0.00	\$39,073.81				

Report Date 6/7/12

Note: Quarter 1, 2012 taxes are paid

	Tourism	Parks
Total 2006 Expenditures:	\$1,200.00	\$4,673.00
Total 2007 Expenditures:	\$2,450.02	\$11,149.61
Total 2008 Expenditures:	\$10,832.73	\$20,952.25
Total 2009 Expenditures:	\$20,040.89	\$43,465.31

2010 Expenditure Detail:	Tourism	Parks
Consultant (Plan/Eng/Atty) - Village Sign	\$5,858.75	
Stubblefield - Village Sign	\$46,820.00	
Repayment to General for Cent Pavilion		\$18,278.46
Siepert - Audit Fund 8 2009	\$456.53	\$2.49
Jefferson Co. Tourism Guide -JC Section	\$1,080.00	
Roam the Rock Brochure	\$1,000.00	
Suttle Strauss - Business Folders	\$4,476.81	
Total 2010 Expenditures:	\$60,692.09	\$18,280.97

2011 Expenditure Detail:	Tourism	Parks
Jefferson Co. Tourism Guide -JC Section	\$1,080.00	
Repayment to General for Centennial Pavilion		\$8,596.98
Johnson Block Audit Fund 8 for 2010	\$100.00	
Total 2011 Expenditures:	\$1,180.00	\$8,596.98

2012 Expenditure Detail:	Tourism	Parks
Repayment to General for Centennial Pavilion		\$9,484.04
Johnson Creek Historical Society	\$2,000.00	
Jefferson Co. Tourism Guide -JC Section	\$1,010.50	
Purchase Copy of Room Tax Study WTA	\$14.95	
Total 2012 Expenditures:	\$3,025.45	\$9,484.04

Johnson Creek Fire & EMS Activity Report-May 2012

Incident Report

Date	Time	Loc.	Level	Transported	tch Description
5/1/12	13:33	JC	ALS	yes	EMS Responded for an individual who was having anxiety
5/1/12	17:45	JC	ALS	yes	EMS responded for an individual with chests pains
5/2/12	12:15	F	ALS	yes	EMS responded for an individual who had fallen
5/4/12	3:54	JC	ALS	yes	EMS responded for an individual who was weak
5/9/12	3:19	M	ALS	yes	EMS responded for an individual with abdominal pains
5/11/12	23:14	WT	ALS	yes	EMS responded for an individual with hip pain
5/11/12	20:31	JC	ALS	yes	EMS responded for an individual who had fallen
5/12/12	21:43	JC	ALS	yes	EMS responded for an individual who was confused
5/14/12	11:30	WT			EMS & Fire assisted flight for life
5/16/12	2:01	JC	BLS	no	EMS responded for an individual who had fallen
5/17/12	14:34	F	BLS	no	EMS responded for an individual with hypertension
5/17/12	16:13	WT	BLS	no	EMS responded for a lift assist
5/17/12	18:02	WT	ALS	yes	EMS responded for an individual who had fallen
5/17/12	21:56	C	ALS	yes	EMS & Fire responded for a 2-vehicle accident and assisted with flight for life
5/18/12	8:26	JC	ALS	yes	EMS responded for an individual with hip pain
5/18/12	18:33	C			EMS provided mutual aid to Sullivan Fire Dept.
5/18/12	20:00	JC	ALS	yes	EMS responded for an individual who was weak
5/19/12	10:25	JC	ALS	yes	EMS responded for an individual who was running a fever
5/20/12	9:52	JC	ALS	yes	EMS responded for an individual with abdominal pains
5/23/12	15:03	jc		no	EMS responded for an individual who was having a seizure
5/24/12	8:27	JC	ALS	yes	EMS responded for an individual who was having difficulties breathing
5/24/12	16:21	F			Fire Department provided mutual aid to Helenville Fire
5/25/12	18:30	JC	ALS	yes	EMS responded for an individual with abdominal pains
5/26/12	13:13	JC		no	EMS responded for an individual who was choking
5/26/12	17:11	JC	ALS	yes	EMS responded for an individual with back pain
5/26/12	20:10				EMS was requested to Fort for mutual aid-unable to respond
5/28/12	10:46	F			Fire Department responded for a grass fire
5/30/12	0:46	C	ALS	yes	EMS & Fire responded to an accident
5/31/12	0:30	JC	ALS	yes	EMS responded for an individual with a migraine
5/31/12	18:59	JC	ALS	yes	EMS responded for an individual who had fallen

Johnson Creek	Farmington	Watertown
17	4	4

Milford	Aztalan	Concord
1		3

Activity Report

Date	Activity Conducted
5/1	SCBA testing
5/1	Ambulance operations
5/8	Fire attack training
5/9	SCBA testing
5/15	Pump Operations
5-5-2012 and 5-19-2012	CPR Class @MPI
5/18	SCBA testing
5/22	Basic Incident command training
5/22	SCBA testing
5/29/2012	SCBA testing
5/14/2012	Respiratory training
5/30/2012	Respiratory training



Johnson Creek Fire & Ems Dept

Income and Expenditures

May 2012

All Phases

Charges	Billing Phase 1	Collections Phases 2 & 3	Total
Collection Placements / Charges	\$23,398.75	\$6,032.87	\$29,431.62
Interest on Delinquent Accounts	\$0.00	\$419.86	\$419.86
Insurance Interest	\$0.00	\$0.00	\$0.00
Transaction Fees	\$0.00	\$0.00	\$0.00
Probate Fees	\$0.00	\$3.00	\$3.00
Subtotal of Charges	\$23,398.75	\$6,455.73	\$29,854.48
Account Transfers	\$5,613.87	\$419.00	\$6,032.87
Credit Summary			
Total Credits - All Types	\$25,412.54	\$4,573.01	\$29,985.55
Total Credit Adjustments	\$14,874.20	\$(3.00)	\$14,871.20
Total Closed Account Adjustments	\$0.00	\$3,041.16	\$3,041.16
Total Payments Received (Applied to Acct Bal's)	\$10,538.34	\$1,534.85	\$12,073.19
Total Overpayments (OP)	\$(113.55)	\$0.00	\$(113.55)
Total Payments Received (plus overpayments)	\$10,651.89	\$1,534.85	\$12,186.74
Total Overpayment Returns (\$ not deposited)	\$(28.39)	\$0.00	\$(28.39)
Total Payments Received (less OP returns)	\$10,623.50	\$1,534.85	\$12,158.35
Less Payment Kept By (PKB, \$ kept by service)	\$0.00	\$0.00	\$0.00
Total Deposits	\$10,623.50	\$1,534.85	\$12,158.35
Summary of Disbursement			
Total Deposits & Payments Kept By	\$10,623.50	\$1,534.85	\$12,158.35
Less Overpayment Refunds (patient / ins reimbursement)	\$(85.16)	\$0.00	\$(85.16)
Gross Revenue	\$10,538.34	\$1,534.85	\$12,073.19
Total LifeQuest Fee	\$737.68	\$472.54	\$1,210.22
Probate Fees	\$0.00	\$3.00	\$3.00
Other / Fees			\$0.00
Total Due LifeQuest	Check #	EFT	\$1,213.22
Total Service Revenue	\$9,800.66	\$1,062.31	\$10,862.97
Total Payment Kept By	\$0.00	\$0.00	\$0.00
Total Service Payable	\$0.00	\$0.00	\$0.00
Probate Fees	\$0.00	\$(3.00)	\$(3.00)
Other / Fees	\$0.00	\$0.00	\$0.00
Total Due Service	Check #	EFT	\$10,859.97

Messages:

Total Deposits EOM differ from bank statement by \$726.64 due to prior month 4/30 TRIP now posted. clg



Billing, Collection, & Data Management Services

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N2930 State Road 22, Wautoma, WI 54982-5267

JOHNSON CREEK FIRE & EMS DEPT

Billing Reconciliation Summary
May 2012

155

Charges

Prior Month's Balance	\$54,354.15
May Charges	\$23,398.75

Subtotal of Charges **\$77,752.90**

Adjustments

Intercept	\$0.00
Credit Tagged	\$0.00
Per Contract	\$0.00
LifeQuest Collections	\$5,613.87
Closed	\$0.00
Other	\$9,260.33

Total Adjustments for the Month **\$14,874.20**

Credits

Cash / Check	\$529.61
Contract Payments	\$0.00
Credit Card	\$0.00
Direct Deposit	\$4,017.18
Hospital	\$0.00
Insurance	\$6,105.10
Payment Kept By	\$0.00

Total Payments Received for the Month **\$10,651.89**

Overpayment

Recoopment	\$0.00
Refunds	\$-85.16
Returns	\$-28.39
Service Payable	\$0.00
Other	\$0.00

Total Overpayments for the Month **-\$113.55**

Total for Reconciliation Summary **\$52,340.36**

Ending Balance of Accounts Receivables **\$52,340.36**

REVENUE/EXPENDITURE REPORT

Village of Johnson Creek

For the Period: 1/1/2012 to 6/30/2012	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 1 - GENERAL FUND							
Expenditures							
Function: 420 Public Safety							
Dept: 523.500 AMBULANCE							
Acct Class: 9510 Salary expenses							
510.200 PART-TIME SALARIES EXPENSE	118,720.00	118,720.00	47,773.65	6,096.40	0.00	70,946.35	40.2
Salary expenses	118,720.00	118,720.00	47,773.65	6,096.40	0.00	70,946.35	40.2
Acct Class: 9520 FRINGE BENEFITS							
520.100 SOCIAL SECURITY EXPENSE	8,893.00	8,893.00	3,188.33	0.00	0.00	5,704.67	35.9
520.200 WI RETIREMENT FUND EXPENSE	4,326.00	4,326.00	900.53	0.00	0.00	3,425.47	20.8
520.300 HEALTH INSURANCE EXPENSE	2,719.00	2,719.00	0.00	0.00	0.00	2,719.00	0.0
520.310 HEALTH & WELFARE EXPENSE	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
520.700 TRAINING/EDUCATION EXPENSE	13,800.00	13,800.00	638.76	0.00	0.00	13,161.24	4.6
520.800 OTHER FRINGE BENEFIT EXPENSE	5,500.00	5,500.00	327.39	230.56	0.00	5,172.61	6.0
FRINGE BENEFITS	36,238.00	36,238.00	5,055.01	230.56	0.00	31,182.99	13.9
Acct Class: 9530 OPERATING EXPENSES							
530.100 MISCELLANEOUS EXPENSE	250.00	250.00	190.75	83.15	0.00	59.25	76.3
530.200 UTILITIES EXPENSE	6,090.00	6,090.00	3,180.91	543.92	0.00	2,909.09	52.2
530.250 BUILDING EXPENSES	2,500.00	2,500.00	1,321.94	167.82	0.00	1,178.06	52.9
530.300 OFFICE SUPPLIES EXPENSE	800.00	800.00	82.82	0.00	0.00	717.18	10.4
530.400 OPERATING SUPPLIES EXPENSE	11,500.00	11,500.00	6,036.52	908.62	0.00	5,463.48	52.5
530.500 TRANSPORTATION EXPENSE	4,500.00	4,500.00	1,781.36	418.49	0.00	2,718.64	39.6
530.510 AMBULANCE REPAIR & MAINT. EXP	1,300.00	1,300.00	370.98	0.00	0.00	929.02	28.5
530.700 REPAIRS EXPENSE	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
530.800 PERMITS-FEES-DUES EXPENSE	1,000.00	1,000.00	686.50	0.00	0.00	313.50	68.7
OPERATING EXPENSES	32,940.00	32,940.00	13,651.78	2,122.00	0.00	19,288.22	41.4
Acct Class: 9539 OUTSIDE SERVICES EMPLOYED							
530.900 OUTSIDE SERVICES EXPENSE	24,500.00	24,500.00	12,786.12	1,213.22	0.00	11,713.88	52.2
OUTSIDE SERVICES EMPLOYED	24,500.00	24,500.00	12,786.12	1,213.22	0.00	11,713.88	52.2
AMBULANCE	212,398.00	212,398.00	79,266.56	9,662.18	0.00	133,131.44	37.3

REVENUE/EXPENDITURE REPORT

Village of Johnson Creek

For the Period: 1/1/2012 to 6/30/2012	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 1 - GENERAL FUND							
Revenues							
Function:							
Dept: 000.000							
Acct Class: 9440 Public charges for services							
479.150 EMS RUN RECEIPTS PRIOR YEAR	120,000.00	120,000.00	37,932.14	2,427.99	0.00	82,067.86	31.6
Public charges for services	120,000.00	120,000.00	37,932.14	2,427.99	0.00	82,067.86	31.6

REVENUE/EXPENDITURE REPORT

Village of Johnson Creek

For the Period: 1/1/2012 to 6/30/2012	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 1 - GENERAL FUND							
Revenues							
Function:							
Dept: 000.000							
Acct Class: 9440 Public charges for services							
448.100 EMS RUN RECEIPTS	90,000.00	90,000.00	28,844.50	8,931.85	0.00	61,155.50	32.0
Public charges for services	90,000.00	90,000.00	28,844.50	8,931.85	0.00	61,155.50	32.0
Dept: 000.000	90,000.00	90,000.00	28,844.50	8,931.85	0.00	61,155.50	32.0

REVENUE/EXPENDITURE REPORT

Village of Johnson Creek

For the Period: 1/1/2012 to 6/30/2012	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 9 - FIRE/EMS							
Revenues							
Function:							
Dept: 000.000							
Acct Class: 9413 General property taxes							
411.010 TOWN OF AZTALAN - TAXES	22,817.00	22,817.00	11,408.50	0.00	0.00	11,408.50	50.0
411.030 TOWN OF FARMINGTON - TAXES	73,787.00	73,787.00	36,893.50	0.00	0.00	36,893.50	50.0
411.040 TOWN OF MILFORD - TAXES	10,794.00	10,794.00	5,397.00	0.00	0.00	5,397.00	50.0
411.050 TOWN OF WATERTOWN - TAXES	29,093.00	29,093.00	14,546.50	0.00	0.00	14,546.50	50.0
411.060 VILLAGE OF JOHNSON CREEK - TAX	240,751.00	240,751.00	120,375.50	0.00	0.00	120,375.50	50.0
General property taxes	377,242.00	377,242.00	188,621.00	0.00	0.00	188,621.00	50.0
Acct Class: 9420 Intergovernmental revenues							
422.200 2% FIRE INSURANCE DUES	7,375.00	7,375.00	0.00	0.00	0.00	7,375.00	0.0
422.205 2% FIRE DUES FROM TOWNS	6,128.00	6,128.00	0.00	0.00	0.00	6,128.00	0.0
499.100 FROM RESERVES	512,500.00	512,500.00	0.00	0.00	0.00	512,500.00	0.0
Intergovernmental revenues	526,003.00	526,003.00	0.00	0.00	0.00	526,003.00	0.0
Acct Class: 9440 Public charges for services							
448.200 FIRE INSPECTIONS	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.0
Public charges for services	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.0
Acct Class: 9470 Miscellaneous revenues							
479.100 REFUND OF PRIOR YEARS EXPENSE	1,500.00	1,500.00	8,798.80	913.35	0.00	-7,298.80	586.6
479.200 MISCELLANEOUS REVENUES	500.00	500.00	0.00	0.00	0.00	500.00	0.0
479.550 INS REIMBURSEMENTS	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
479.600 ARSON AND NEGLECT	500.00	500.00	0.00	0.00	0.00	500.00	0.0
495.500 IMPACT FEES REVENUES	0.00	0.00	3,980.00	0.00	0.00	-3,980.00	0.0
Miscellaneous revenues	4,500.00	4,500.00	12,778.80	913.35	0.00	-8,278.80	284.0
Acct Class: 9481 Interest revenues							
481.100 INTEREST ON TEMP INVESTMENTS	4,500.00	4,500.00	1,236.38	0.00	0.00	3,263.62	27.5
Interest revenues	4,500.00	4,500.00	1,236.38	0.00	0.00	3,263.62	27.5
Acct Class: 9483 CONTRIBUTIONS							
471.100 DONATIONS	0.00	0.00	100.00	0.00	0.00	-100.00	0.0
CONTRIBUTIONS	0.00	0.00	100.00	0.00	0.00	-100.00	0.0
Dept: 000.000	913,745.00	913,745.00	202,736.18	913.35	0.00	711,008.82	22.2
Function:	913,745.00	913,745.00	202,736.18	913.35	0.00	711,008.82	22.2
Revenues	913,745.00	913,745.00	202,736.18	913.35	0.00	711,008.82	22.2
Expenditures							
Function: 410 General Government							
Dept: 511.700 POLICE FIRE&EMS COMMISSION							
Acct Class: 9510 Salary expenses							
510.300 PER DIEMS EXPENSE	1,000.00	1,000.00	875.00	0.00	0.00	125.00	87.5
Salary expenses	1,000.00	1,000.00	875.00	0.00	0.00	125.00	87.5
Acct Class: 9520 FRINGE BENEFITS							
520.100 SOCIAL SECURITY EXPENSE	77.00	77.00	0.00	0.00	0.00	77.00	0.0
FRINGE BENEFITS	77.00	77.00	0.00	0.00	0.00	77.00	0.0
Acct Class: 9530 OPERATING EXPENSES							
530.300 OFFICE SUPPLIES EXPENSE	100.00	100.00	0.00	0.00	0.00	100.00	0.0
OPERATING EXPENSES	100.00	100.00	0.00	0.00	0.00	100.00	0.0
POLICE FIRE&EMS COMMISSION	1,177.00	1,177.00	875.00	0.00	0.00	302.00	74.3

REVENUE/EXPENDITURE REPORT

Village of Johnson Creek

For the Period: 1/1/2012 to 6/30/2012	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 9 - FIRE/EMS							
Expenditures							
Function: 410 General Government							
Dept: 514.100 ADMINISTRATOR							
Acct Class: 9510 Salary expenses							
510.100 FULL-TIME SALARIES EXPENSE	18,764.00	18,764.00	0.00	0.00	0.00	18,764.00	0.0
Salary expenses	18,764.00	18,764.00	0.00	0.00	0.00	18,764.00	0.0
ADMINISTRATOR	18,764.00	18,764.00	0.00	0.00	0.00	18,764.00	0.0
Dept: 514.200 CLERK & ASSISTANT							
Acct Class: 9510 Salary expenses							
510.100 FULL-TIME SALARIES EXPENSE	18,764.00	18,764.00	11,436.37	0.00	0.00	7,327.63	60.9
Salary expenses	18,764.00	18,764.00	11,436.37	0.00	0.00	7,327.63	60.9
CLERK & ASSISTANT	18,764.00	18,764.00	11,436.37	0.00	0.00	7,327.63	60.9
Dept: 514.700 CENTRAL INFORMATION SYSTEMS							
Acct Class: 9539 OUTSIDE SERVICES EMPLOYED							
530.900 OUTSIDE SERVICES EXPENSE	1,030.00	1,030.00	0.00	0.00	0.00	1,030.00	0.0
OUTSIDE SERVICES EMPLOYED	1,030.00	1,030.00	0.00	0.00	0.00	1,030.00	0.0
CENTRAL INFORMATION SYSTEMS	1,030.00	1,030.00	0.00	0.00	0.00	1,030.00	0.0
Dept: 515.700 AUDITOR							
Acct Class: 9539 OUTSIDE SERVICES EMPLOYED							
530.900 OUTSIDE SERVICES EXPENSE	3,180.00	3,180.00	300.00	0.00	0.00	2,880.00	9.4
OUTSIDE SERVICES EMPLOYED	3,180.00	3,180.00	300.00	0.00	0.00	2,880.00	9.4
AUDITOR	3,180.00	3,180.00	300.00	0.00	0.00	2,880.00	9.4
Dept: 516.100 ATTORNEY							
Acct Class: 9539 OUTSIDE SERVICES EMPLOYED							
530.900 OUTSIDE SERVICES EXPENSE	3,000.00	3,000.00	2,520.00	0.00	0.00	480.00	84.0
OUTSIDE SERVICES EMPLOYED	3,000.00	3,000.00	2,520.00	0.00	0.00	480.00	84.0
ATTORNEY	3,000.00	3,000.00	2,520.00	0.00	0.00	480.00	84.0
Dept: 518.100 RISK MANAGEMENT							
Acct Class: 7700 EXPENDITURES							
560.110 PROPERTY INSURANCE	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
560.120 LIABILITY INSURANCE	2,900.00	2,900.00	1,360.34	0.00	0.00	1,539.66	46.9
560.130 AUTO INSURANCE	8,300.00	8,300.00	3,903.23	0.00	0.00	4,396.77	47.0
560.140 WORKMAN'S COMP INSURANCE	5,600.00	5,600.00	2,606.00	0.00	0.00	2,994.00	46.5
560.145 ACCIDENT INSURANCE	1,850.00	1,850.00	0.00	0.00	0.00	1,850.00	0.0
EXPENDITURES	19,650.00	19,650.00	7,869.57	0.00	0.00	11,780.43	40.0
RISK MANAGEMENT	19,650.00	19,650.00	7,869.57	0.00	0.00	11,780.43	40.0
General Government	65,565.00	65,565.00	23,000.94	0.00	0.00	42,564.06	35.1
Function: 420 Public Safety							
Dept: 523.100 FIRE PROTECTION							
Acct Class: 9510 Salary expenses							
510.200 PART-TIME SALARIES EXPENSE	85,612.00	85,612.00	21,408.55	0.00	0.00	64,203.45	25.0
Salary expenses	85,612.00	85,612.00	21,408.55	0.00	0.00	64,203.45	25.0
Acct Class: 9520 FRINGE BENEFITS							
520.100 SOCIAL SECURITY EXPENSE	9,398.00	9,398.00	2,734.89	0.00	0.00	6,663.11	29.1
520.200 WI RETIREMENT FUND EXPENSE	6,261.00	6,261.00	-4,831.64	0.00	0.00	11,092.64	-77.2
520.300 HEALTH INSURANCE EXPENSE	19,064.00	19,064.00	3,541.20	525.59	0.00	15,522.80	18.6
520.700 TRAINING/EDUCATION EXPENSE	3,000.00	3,000.00	1,351.03	451.03	0.00	1,648.97	45.0

REVENUE/EXPENDITURE REPORT

Village of Johnson Creek

For the Period: 1/1/2012 to 6/30/2012	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 9 - FIRE/EMS							
Expenditures							
Function: 420 Public Safety							
Dept: 523.100 FIRE PROTECTION							
Acct Class: 9520 FRINGE BENEFITS							
520.720 OUTSIDE SEMINARS	500.00	500.00	0.00	0.00	0.00	500.00	0.0
520.740 FIRE PREVENTION DUES & MATERIA	500.00	500.00	50.00	0.00	0.00	450.00	10.0
520.800 OTHER FRINGE BENEFIT EXPENSE	2,500.00	2,500.00	1,418.52	650.00	0.00	1,081.48	56.7
FRINGE BENEFITS	41,223.00	41,223.00	4,264.00	1,626.62	0.00	36,959.00	10.3
Acct Class: 9530 OPERATING EXPENSES							
530.100 MISCELLANEOUS EXPENSE	400.00	400.00	236.56	80.47	0.00	163.44	59.1
530.105 FIRE BAD DEBT EXPENSE	100.00	100.00	0.00	0.00	0.00	100.00	0.0
530.200 UTILITIES EXPENSE	13,000.00	13,000.00	4,967.04	624.02	0.00	8,032.96	38.2
530.250 BUILDING EXPENSES	8,000.00	8,000.00	3,478.42	2,072.69	0.00	4,521.58	43.5
530.300 OFFICE SUPPLIES EXPENSE	2,000.00	2,000.00	79.06	0.00	0.00	1,920.94	4.0
530.400 OPERATING SUPPLIES EXPENSE	4,000.00	4,000.00	1,209.24	6.10	0.00	2,790.76	30.2
530.500 TRANSPORTATION EXPENSE	4,000.00	4,000.00	1,223.70	143.00	0.00	2,776.30	30.6
530.600 TOOLS & EQUIPMENT EXPENSE	15,000.00	15,000.00	1,361.22	312.86	0.00	13,638.78	9.1
530.700 REPAIRS EXPENSE	10,000.00	10,000.00	5,022.65	0.00	0.00	4,977.35	50.2
530.800 PERMITS-FEES-DUES EXPENSE	1,500.00	1,500.00	107.50	0.00	0.00	1,392.50	7.2
OPERATING EXPENSES	58,000.00	58,000.00	17,685.39	3,239.14	0.00	40,314.61	30.5
Acct Class: 9539 OUTSIDE SERVICES EMPLOYED							
530.900 OUTSIDE SERVICES EXPENSE	10,000.00	10,000.00	8,354.01	-1,581.00	0.00	1,645.99	83.5
OUTSIDE SERVICES EMPLOYED	10,000.00	10,000.00	8,354.01	-1,581.00	0.00	1,645.99	83.5
Acct Class: 9540 CAPITAL OUTLAYS							
540.100 CAPITAL OUTLAY	507,500.00	507,500.00	0.00	0.00	0.00	507,500.00	0.0
CAPITAL OUTLAYS	507,500.00	507,500.00	0.00	0.00	0.00	507,500.00	0.0
FIRE PROTECTION	702,335.00	702,335.00	51,711.95	3,284.76	0.00	650,623.05	7.4
Dept: 523.300 EMS							
Acct Class: 9530 OPERATING EXPENSES							
530.400 OPERATING SUPPLIES EXPENSE	0.00	0.00	12.20	0.00	0.00	-12.20	0.0
530.700 REPAIRS EXPENSE	0.00	0.00	699.00	0.00	0.00	-699.00	0.0
OPERATING EXPENSES	0.00	0.00	711.20	0.00	0.00	-711.20	0.0
EMS	0.00	0.00	711.20	0.00	0.00	-711.20	0.0
Public Safety	702,335.00	702,335.00	52,423.15	3,284.76	0.00	649,911.85	7.5
Function: 470 Debt Service							
Dept: 591.100 DEBT EXPENSE: PRINCIPAL							
Acct Class: 7700 EXPENDITURES							
580.200 LONG-TERM NOTES	105,160.00	105,160.00	84,000.00	0.00	0.00	21,160.00	79.9
EXPENDITURES	105,160.00	105,160.00	84,000.00	0.00	0.00	21,160.00	79.9
DEBT EXPENSE: PRINCIPAL	105,160.00	105,160.00	84,000.00	0.00	0.00	21,160.00	79.9
Dept: 591.200 DEBT EXPENSE: INTEREST							
Acct Class: 7700 EXPENDITURES							
580.200 LONG-TERM NOTES	38,367.00	38,367.00	19,813.28	9,121.28	0.00	18,553.72	51.6
EXPENDITURES	38,367.00	38,367.00	19,813.28	9,121.28	0.00	18,553.72	51.6
DEBT EXPENSE: INTEREST	38,367.00	38,367.00	19,813.28	9,121.28	0.00	18,553.72	51.6
Debt Service	143,527.00	143,527.00	103,813.28	9,121.28	0.00	39,713.72	72.3
Function: 490 Other Financing Uses							
Dept: 599.900 TRANSFERS							

Village of Johnson Creek

For the Period: 1/1/2012 to 6/30/2012	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 9 - FIRE/EMS							
Expenditures							
Function: 490 Other Financing Uses							
Dept: 599.900 TRANSFERS							
Acct Class: 9530 OPERATING EXPENSES							
590.200 OPERATING TRANSFER TO GENERAL	2,318.00	2,318.00	0.00	0.00	0.00	2,318.00	0.0
OPERATING EXPENSES	2,318.00	2,318.00	0.00	0.00	0.00	2,318.00	0.0
TRANSFERS	2,318.00	2,318.00	0.00	0.00	0.00	2,318.00	0.0
Other Financing Uses	2,318.00	2,318.00	0.00	0.00	0.00	2,318.00	0.0
Expenditures	913,745.00	913,745.00	179,237.37	12,406.04	0.00	734,507.63	19.6
Net Effect for FIRE/EMS	0.00	0.00	23,498.81	-11,492.69	0.00	-23,498.81	0.0
Change in Fund Balance:			23,498.81				
Grand Total Net Effect:	0.00	0.00	23,498.81	-11,492.69	0.00	-23,498.81	

Incident Summary by Nature

JOHNSON CREEK POLICE DEPT.

Incidents From: 5/1/2012 to: 5/31/2012

Date Run: 6/7/2012 10:51AM

Nature of Offense	Total
15 Day Equipment Warning	12
911 Hangups	13
Alarm - Business	1
Alarm - False	2
Alcohol Operator License Check	39
Animal - Unregistered Pet	3
Animal Bite	1
Animal Complaint	3
Animal Loose	1
Annoying Telephone Calls	1
Assist - Motorist	6
Assist - Other Law Enforcement Agency	2
Assist Citizen	3
Assist EMS	12
Assist Human Services	1
Assist Jefferson County Sheriff Dept.	4
Burglary - Non-Residential	1
BUSINESS CHECK	23
Buy, Receive, Possess Stolen Property	1
Criminal Damage to Property	8
Disorderly Conduct	2
Disorderly Conduct - Domestic abuse	1
Disorderly Conduct - Warning	2
Drug Information	1
Family Disturbance	2
Found Items / Property	1
Fraud	2
Fraud - NSF Checks	3
Harassment	3
Intoxicated Pedestrian	1

Nature of Offense	Total
Keep The Peace	1
Lost Items / Property	1
Loud Noise	1
Neighbor Problems	1
Open Door / Window	1
Operating After Revocation	1
Operating After Suspension	2
Operating Without a License	1
Operating Without Vehicle Insurance	1
PARK CHECK	59
Parking - Misc. Violation	8
Parking Complaint - Non-Residential	1
Parking Complaint - Residential	2
Reckless Driving	3
Registration / Title Violation	1
Residence Check	2
Seatbelt Violation	14
Speed Warning	24
Speeding Violation	12
Suicide Attempt	1
Suspicious Person / Activity	3
Suspicious Vehicle	3
Theft - All Other	10
Theft - Gas Drive Off	2
Theft - Retail/Shoplifting	1
Traffic Accident - Property Damage	10
Traffic Violation - Warning	3
Truancy	4
Turn, Stop, Signal Violation	3
Unwanted Person	2
Village Ordinance Violation	7
Violation of Restraining Order / Court Order	2
Warrant Pickup	1
Welfare Check	3
TOTAL	346

**Maney-Miller Inspections
Building Inspector: Archie Stigney**

PLUMBING PERMITS

<u>Permit #</u>	<u>Date</u>	<u>Address</u>	<u>Parcel #</u>	<u>Owner</u>	<u>Contractor</u>	<u>Type</u>	<u>Fee</u>
P12-015	4/30/2012	300 Stonefield	141-0714-1342-3	Timber Creek	Timber Creek home	NSF remodel	264.00
P12-016	5/18/2012	140 Union	141-0714-1311-34	Wish	A&S Plumbing	Commercial	105.00
P12-017	5/21/2012	250 Doctors Ct	141-0715-1812-03	UW Cancer	A&S Plumbing	Commercial	35.00
P12-018	5/30/2012	320 N Watertown	141-07150733-18	BCPT Properties	Creek Plumbing	Commercial	35.00
					Total Fees		439.00

BUILDING PERMITS

<u>Permit #</u>	<u>Date</u>	<u>Address</u>	<u>Parcel #</u>	<u>Owner</u>	<u>Contractor</u>	<u>Type</u>	<u>Fee</u>	<u>Est. Cost</u>
B12-023	5/2/2012	210 Union street	141-0714-1311-01	Schwoegler	Owner	remodel	75.00	\$7,000.00
B12-024	5/14/2012	250 doctors Ct	141-0715-1812-00	UW Cancer	FCM	addition	940.00	\$115,000.00
B12-025	5/21/2012	1109 Hickory	141-0715-0633-22	Westendorf	Owner	Deck	40.00	\$3,200.00
B12-026	5/23/2012	220 First St	141-0714-1311-22	Bauer	Owner	Shed	30.00	\$750.00
B12-027	5/23/2012	509 Parkview	141-0714-1241-53	Evans	Owner	Deck	40.00	\$2,000.00
B12-028	5/22/2012	230 Cedar	141-0714-1241-45	Christoph	Lowe's	Fence	25.00	\$3,000.00
					Total Fees		1,150.00	

ELECTRICAL PERMITS

<u>Permit #</u>	<u>Date</u>	<u>Address</u>	<u>Parcel #</u>	<u>Owner</u>	<u>Contractor</u>	<u>Type</u>	<u>Fee</u>
E12-17	/9/2012	300 Stonefield	141-0714-1342-3	Timber Creek	Empire elect	NSF	154.00
E12-18	5/16/2012	205 Doctors Ct	141-0715-1812-03	UW Cancer	H& H Electric	addition	105.00
					Total Fees		259.00

HEATING & AC

<u>Permit #</u>	<u>Date</u>	<u>Address</u>	<u>Parcel #</u>	<u>Owner</u>	<u>Contractor</u>	<u>Type</u>	<u>Fee</u>
H12-09	5/9/2012	216 stonefield	141-0714-1313-14	Loos	Dave Jones	NSF	157.00
H12-10	5/9/2012	441 Sancturay	141-0714-1243-23	Kearak Homes	Quality heating	A/C	35.00
H12-011	5/17/2012	250 Doctors Ct	141-0715-1812-03	UW Cancer	H & H Industries	Commercial	105
					Total Fees		297.00

Total Fees	\$2,145.00
Total	\$2,145.00
State Seal	\$0.00
20% Village Retainage	\$429.00
Total Due Building Inspector	\$1,716.00



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

In attendance: President Michelle Kaltenberg, Trustees: Fred Albertz, David Blend, Rory Holland, Greg Schopp and Tim Semo. Absent and excused: Trustee Tom Kupsche. Also in attendance: Administrator Mark Johnsrud, WWTP Superintendent Peter Hartz, Fire Chief Dave Peterson, Police Sergeant Michael Gosh, Attorney James Hammes, Dave Anderson with PFM Group and Clerk-Treasurer Joan Dykstra.

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

Approve Finance Report

A Semo/Holland motion carried on a 6-0 roll call vote to approve claims totaling \$213,162.57.

Reports from: Fire-EMS, Ambulance, Police and Building Inspector – *Information only*

Approve Village Board minutes of April 23rd, 2012

A Semo/Schopp motion carried on a 6-0 roll call vote to approve April 23rd Village Board minutes.

Notices and Discussion

- Johnson Creek Historical Society use of parking area by compost site – refer to Village Board
- Co-op grocery store
- Thank you from the Thundercats to the Department of Public Works in preparation of Centennial Park for their tournament – lots of compliments on the facilities at Centennial Park
- Culvers had a good weekend with the tournament in the Village
- JC Plaza had two teams staying there
- THRIVE – economic growth with a hi-tech directory
- Jefferson County Economic Development – GEM – tourism grant – how to brand tourism
- Recommendation to include minutes from committee meetings on Village Board agenda so the Board knows what was discussed

Public Comment - none

Resolution 39-12 Farmer's Market - Steve Wollin (I&S N/A) - DENIED

A Schopp/Semo motion carried on a 6-0 roll call vote to deny Resolution 39-12 signage and waiving of fees for the Farmers Market.

Resolution 40-12 Cabaret License - Tappers Bar - APPROVED

A Holland/Schopp motion carried on a 6-0 roll call vote to approve a cabaret license for Tappers Bar – 125 Milwaukee St on May 19th.

Resolution 41-12 Utility Discharge Agreement - Schiller Grounds Care

A Holland/Blend motion carried on a 6-0 roll call vote to approve renewing a five year utility discharge agreement with Schiller Grounds Care.

Resolution 42-12 Contract For Fire Protection

A Schopp/Semo motion carried on a 6-0 roll call vote to approve a Fire-EMS contract with the Towns of Aztalan, Farmington, Milford and Watertown.

Resolution 43-12 National Emergency Medical Services Week - May 20-26

A Semo/Schopp motion carried on a 6-0 roll call vote to declare May 20 – 26th National Emergency Medical Services week.

Resolution 44-12 Waste Water Treatment Plant 2011 Compliance Maintenance Annual Report (CMAR)

A Semo/Schopp motion carried on a 6-0 roll call vote to approve adopting the Waste Water Treatment Plant 2011 Compliance Maintenance annual report.

Resolution 45-12 Providing for the Sale of Approximately \$1,700,000 General Obligation Refunding Bonds, Series 2012

A Semo/Kaltenberg motion carried on a 5-0-1 roll call vote with Blend abstaining to approve Resolution 45-12 providing for the sale of approximately \$1,700,000 General Obligation Refunding Bonds, Series 2012.

Resolution 46-12 Providing for the Defeasance of the Water System Revenue Refunding Bonds, Series 2007, Dated December 20, 2007

A Semo/Holland motion carried on a 6-0 roll call vote to approve Resolution 46-12 providing for the defeasance of the Water System Revenue Refunding Bonds, Series 2007, Dated December 20, 2007.

Ordinance 02-12 Amend and Create Section 33-6 Plan Commission and Subdivision Ordinance Impact Fee

A Holland/Blend motion carried on a 5-1 roll call vote with Schopp opposed to hear the first reading amending and creating Section 33-6 Plan Commission and Subdivision Ordinance Impact Fees.

Trustee Semo left at this time – 6:50 p.m.

Ordinance 03-12 Repeal and Recreate Section 150-8 Underage Possession and Consumption of Alcohol

A Holland/Albertz motion carried on a 3-2 roll call vote with Kaltenberg and Schopp opposed to hear the first reading repealing and creating Section 150-8 underage possession and consumption of alcohol.

Appointment to Board of Review – Alternate

A Blend/Holland motion carried on a 3-2 roll call vote with Albertz and Schopp opposed to appoint Lyle Klockow – 306 Hillside Circle as an alternate to the Board of Review.

Review Insurance Services Office (ISO) Fire Rating Report

The Insurance Service Office (ISO) recently completed a Public Protection Classification (PPC) survey which resulted in a classification of a 4 rating. Previously the Village was at a 5 so this is great news for Village residents.

Discussion Structure of Standing Committees

There was discussion if we are using the committees correctly, what is included under each committee, is a three member committee too small, and should more go to committee for discussion before going before the Village Board as a Resolution.

Discussion Street Sweeping

Kaltenberg questioned if we should have left street sweeping in the budget or if we should just do one street sweeping for the safety of the bikers, or have the rains cleared off the streets enough. Street sweeping was referred to Improvement and Services.

Discussion Zoning Code IX Sign Regulations

Kaltenberg said the sign regulations should be reviewed as the pet groomer had to remove their electronic sign board, sandwich boards are not allowed and Tappers wanted to put an extension on their sign and was not allowed. It was recommended to refer the sign ordinance and sign fees to Improvement and Services.

Set next Village Board Meeting - Tuesday, May 29th at 5:30 p.m.

A Schopp/Blend motion carried to cancel the 2nd Village Board meeting this month.

Adjourn

A Blend/Albertz motion carried to adjourn at 7:25 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.



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

In attendance: President Michelle Kaltenberg, Trustees: Fred Albertz, Greg Schopp and Tim Semo. Absent: Rory Holland, Absent and excused: David Blend and Tom Kupsche. Also in attendance: Administrator Mark Johnsrud and Clerk-Treasurer Joan Dykstra.

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

Plan Commission Recommendations –

Resolution 47-12 Conditional Use - Badger Bank - 250-115 Sign Regulation – *approved at PC*
A Semo/Albertz motion carried on a 4-0 roll call vote to approve the conditional use for Badger Bank allowing a double sided monument sign not to exceed 100 sq. ft. (50 sq. ft. per side) with total signage not to exceed two hundred (250) sq. ft. at 545 Village Walk Lane.

Ordinance 01-12 Amend/Create Section 250-014 (E)(4)(c) Signal Receiving Antennas (satellite dishes) Standards - Installation Standards – Height - *first reading*

A Schopp/Kaltenberg motion to hear the first reading of Ordinance 01-12 where a ground-mounted or roof-mounted signal receiving antenna mounted or affixed to any municipal property is exempt from the height provisions provided the antenna is used for communications necessary to protect public safety. Co-location of antennas on a single structure is recommended and permitted where possible.

Next Village Board Meeting – Monday June 11th at 5:30 p.m.

Adjourn

A Schopp/Semo motion carried to adjourn at 6:38 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.

IMPROVEMENT & SERVICES COMMITTEE
June 6, 2012



*****Minutes have not been approved by Committee*****

Chairperson Tim Semo called the meeting to order at 6:00 p.m. In attendance: Trustees Fred Albertz, Greg Schopp and Tim Semo. Also in attendance: President Michelle Kaltenberg, Administrator Mark Johnsrud, Deputy Clerk-Treasurer Elissa Meltesen and Street Superintendent Lee Trumpf.

Statement of public notice

This meeting has been posted and noticed according to law.

Approve Minutes of May 2, 2012

An Albertz/Schopp motion carried to approve the minutes of May 2, 2012.

Personal Appearances - None

Resolution 48-12 Communication Tower and Building Space Lease - Jefferson County Sheriff's Office

The Jefferson County Sheriff's Department would like to lease antenna space on the Johnson Creek water tower. A Schopp/Semo motion carried to recommend approval of Resolution 48-12 Communication Tower and Building Space Lease for Jefferson County Sheriff's Office.

Discussion Street Sweeping

President Kaltenberg stated she has received complaints and concerns about bicycle and motorcycle safety related to sediment in the streets. Hiring a street sweeper is not budgeted for 2012 but Street Superintendent Trumpf indicated his staff is sweeping some areas with the Bobcat sweeper attachment. Schopp and Semo both indicated they would like to hire a street sweeper for at least one pass during 2013. Semo also mentioned that some curbs need repainting and requested Trumpf add this to the Street Department duties for 2012.

Review Five Year Capital Budget

Johnsrud informed the committee tennis court resurfacing bids are due in late June and the Bell Park mini-pavilion/bathroom RFP will be sent out later this week. The committee discussed the South Watertown Street area reconstruction project at length. Albertz suggested obtaining new estimates from the Village Engineer for this reconstruction project. Johnsrud proposed the capital budget plan and financing strategy for capital improvements be discussed again at a meeting of the Committee of the Whole following the June 25, 2012 Village Board meeting with Dave Anderson from Public Financial Management.

Administrator Memorandum - Johnson Creek Facility Use Policy

Per the committee's request, Johnsrud prepared a proposed Park Facility Use Policy including a fee schedule for various facilities. Schopp noted that charging some of the baseball teams for field use may result in them going elsewhere to play. Kaltenberg requested the policy be clarified so that private rentals of the community center with the kitchen are not interrupted by organizations using the concession area of the kitchen. Semo mentioned the possibility of adding a separation of the concession area from the main kitchen as a future capital budget item. An Albertz/Schopp motion carried to recommend approval of the Facility Use Policy at the next Village Board meeting.

Review Zoning Code IX Sign Regulations

Kaltenberg stated that she would like the sign regulations to be more business-friendly and suggested the codes be adjusted for businesses in the downtown area. Johnsrud explained the code is currently part of the zoning code and requires a public hearing for code changes or conditional use approvals for business owners. Following discussion, Johnsrud indicated he would consult the Village Planner and Attorney to find out what options are available for adjusting the sign codes, including the possibility of removing signage regulations from the zoning code and making them part of the general Village ordinances.

Adjourn

An Albertz/Schopp motion carried to adjourn at 7:20 p.m.

Tim Semo, Chair
Improvement & Services

PERSONNEL & FINANCE COMMITTEE
June 7, 2012



*****Minutes have not been approved by Committee*****

Chair David Blend called the meeting to order at 6:03 p.m. In attendance: Trustees David Blend, Tom Kupsche and Michelle Kaltenberg. Also in attendance: Attorney James Hammes, Administrator Mark Johnsrud, Library Director Luci Bledsoe and Clerk-Treasurer Joan Dykstra.

Statement of public notice – This meeting was posted and noticed according to law.

Approval Minutes of April 23, 2012

A Kaltenberg/Kupsche motion carried to approve April 23, 2012 minutes.

Personal Appearances - none

Communication from Crossroads Community Church

The Crossroads Community Church asked if the Village would be interested in entering into a negotiation for the transfer of CSM Lot 2, adjacent to Resort Drive that is currently possessed by the Village, for the purpose of building a multi-purpose building with adjoining classrooms and primary location of a new church.

A Kaltenberg/Kupsche motion carried to recommend to the Village Board to move forward in negotiations with The Crossroads Community Church.

Review Village Code 8-8 Personnel and Finance Committee Organization

Discussion ensued concerning the powers, duties and responsibilities of the Personnel and Finance committee. A Kupsche/Kaltenberg motion to have Administrator Johnsrud revised the duties and responsibilities with Chapter 8-8 and report back to the committee.

Review and Discussion - Administrator Memo on Paid Time Off (PTO) Policy

A Kupsche/Kaltenberg motion carried to discuss the Administrator's recommendation on a Paid Time Off (PTO) policy. Administrator Johnsrud explained that sick leave conversion within the Personnel Policy Manual allows employees to earn up to one sick leave day per month which may be banked, if unused, up to 120 days or 960 hours. When an employee retires subject to the terms of the State Trust Fund, age and term within the State Retirement Plan, 100% of the unused sick leave hours may be converted, to an amount based on their current wage rate, at retirement payable by the Village payable toward employee health insurance premiums not to exceed the Villages monthly cost of employee premium. Employees hired after February 12, 2012 have this amount capped at \$7,200. There are four current employees eligible to retire.

Johnsrud had used a PHCC Educational Foundation and PTO survey provided by WorldatWork, a non-profit organization founded in 1955 with over 30,000 members worldwide. This survey concluded the following:

<u>Years of Service</u>	<u>Bi-Weekly / Annual PTO Eligibility</u>	<u>Maximum Accrual Limit</u>
Less 1 year	4.923 hrs bi-weekly = 120 hrs (15 days)	-
1 to 2 years	5.846 hrs bi-weekly = 152 hrs (19 days)	228 hrs
3 to 4 years	6.154 hrs bi-weekly = 160 hrs (20 days)	240 hrs
5 to 8 years	7.077 hrs bi-weekly = 184 hrs (23 days)	276 hrs
9 to 10 years	7.385 hrs bi-weekly = 192 hrs (24 days)	288 hrs
11 to 15 years	8.000 hrs bi-weekly = 208 hrs (26 days)	312 hrs
16 to 19 years	8.615 hrs bi-weekly = 224 hrs (28 days)	336 hrs
20 or more years	8.923 hrs bi-weekly = 232 hrs (29 days)	348 hrs

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After much discussion, a Kaltenberg/Kupsche motion carried to refer to the next Personnel and Finance meeting on June 28th. The meeting date was changed due to the Fourth of July.

Closed Session

A Kaltenberg/Kupsche motion carried to convene into closed session at 7:02 p.m.

(Pursuant to Wisconsin Statutes §§19.85(1) (e) deliberating or negotiating the investing of public funds, or conducting other specified business, whenever competitive or bargaining reasons require a closed session in the negotiation of a term sheet with Robert Pontello - Merit Commercial Real Estate and §§19.85 (1) (g) conferring with legal counsel on foreclosure proceedings on parcels owned by Carlisle Real Estate Group LLC and Palm Resort Group LLC within TID 3.)

Kaltenberg left at 7:13 p.m. during closed session

Reconvene into Open Session

A Kupsche/Blend motion carried to reconvene into open session at 7:35 p.m.

Adjourn

A Kupsche/Blend motion carried to adjourn at 7:36 p.m.

David Blend, Chair
Personnel & Finance

PROTECTION & WELFARE COMMITTEE

June 5, 2012



*****Minutes have not been approved by Committee*****

Chairperson Greg Schopp called the meeting to order at 6:02 p.m. In attendance: Trustees: Fred Albertz, Rory Holland, Greg Schopp and Village President Michelle Kaltenberg. Also in attendance: Police Chief Gary Bleecker, Administrator Mark Johnsrud and Fire Chief Dave Peterson.

Statement of public notice – This meeting was posted and noticed according to law.

Public Comment - none

Approve Minutes of April 23, 2012

A Holland/Albertz motion carried to approve April 23rd, 2012 minutes.

Resolution 56-12 Johnson Creek Fire Department - Organization Chart

Fire Chief Dave Peterson reviewed the organization and the corresponding job descriptions with committee members. A Holland/Schopp motion carried unanimously to approve.

Discussion Use of Fire Department Command Vehicle

Administrator Johnsrud indicated that the Personnel Policy Manual and the Internal Control Policy do not address Village vehicle use by standby or on-call personnel. Chief Peterson recommended that Asst. Chiefs be permitted to take home the Fire Department Command Vehicle to improve fire emergency response. Administrator Johnsrud recommended a change to the Internal Control Policy by resolution to the Village Board. A Holland/Schopp motion carried unanimously to recommend amending the Internal Control Policy to permit the Fire Chief to authorize, at his discretion, the use of the Fire Department vehicles by fire personnel from Fire Department premises. Referred to the June 11th, 2012 Village Board meeting for approval.

Discussion vandalism and criminal destruction of Village property

Police Chief Gary Bleecker reviewed recent vandalism issues in Village parks. President Michelle Kaltenberg asked about the possibility of the Police Department working with a community watch. Chief Bleecker welcomed a community watch effort and reported that the Police Department has interviewed residents around the parks to ask for watch efforts. Trustee Fred Albertz suggested the use of cameras within Veterans Park as this park has had thousands of dollars in vandalism damage over the years. President Kaltenberg suggested placing signage within the parks that they are under video surveillance. Johnsrud cautioned against this practice unless video surveillance was actually in place because of legal liability issues. Chief Peterson asked about additional lighting. The committee requested that staff provide estimated costs of installation of cameras and lighting and report back to the committee.

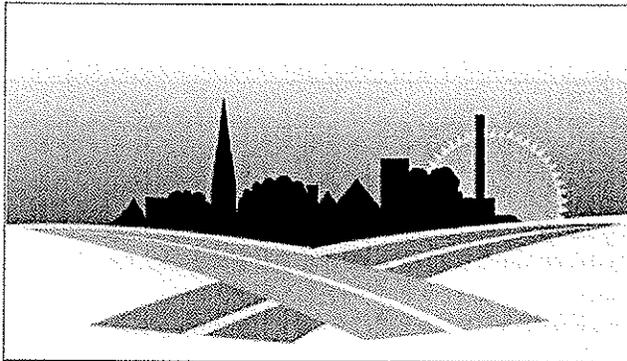
Adjourn

A Holland/Schopp motion carried to adjourn at 7:04 p.m.

Greg Schopp, Chair
Protection & Welfare

Village of Johnson Creek

Crossroads With A Future



RESOLUTION 39-12

FARMER'S MARKET
STEVE WOLLIN

Improvements and Services 5-2-12 deny 3-0

Village Board 5-14-12 6-0 to deny

Village Board Reconsideration 6-11-12

Requested by: Steve Wollin

Introduced by: Village Trustee Rory Holland

RESOLUTION 39-12

FARMER'S MARKET
STEVE WOLLIN

THE VILLAGE BOARD OF THE VILLAGE OF JOHNSON CREEK, JEFFERSON COUNTY, WISCONSIN, DOES RESOLVE AS FOLLOWS:

WHEREAS, the Village Board approved Resolution 127-11 to provide a temporary use permit to Steve Wollin to use Veterans Park for twenty days between the dates of June 14, 2012 and October 4, 2012 , and

WHEREAS, approval was subject to compliance with Village code 25.44(a) including paying a temporary use permit fee in the amount of fifty (\$50) dollars, and

WHEREAS, Village Code does not permit the placement of signage in Veterans Park other than as a temporary sign on the day of any event,, and

WHEREAS, Steve Wollin is asking for further consideration from the Village Board to eliminate the fifty (\$50) dollar application fee and to place a sign of twelve (12) square feet in Veterans Park constructed of plywood paneling and painted oriented strand board in the park from May 15, 2012 to October 4, 2012, and

NOW THEREFORE BE IT RESOLVED, that the Village Board of Trustees of the Village of Johnson Creek approve waiving the application fee and permit the placement of the attached signage in Veterans Park from May 15, 2012 to October 4, 2012, and

BE IT FURTHER RESOLVED, that the Village Administrator and Village/Clerk Treasurer have the authority to effectuate this resolution.

Adopted by the Village Board of Trustees this 14th day of May, 2012.

Michelle Kaltenberg, Village President

ATTEST:

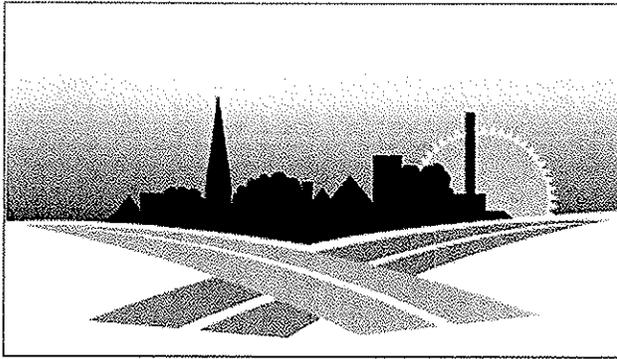
Joan Dykstra, Clerk-Treasurer

**Farmers
Market
Thursdays
June 14 to
October 4
7 to 12 Noon
Veterans Park**

48x36

Village of Johnson Creek

Crossroads With A Future



ORDINANCE 01-12

AMEND/CREATE SECTION 250-104 (E)(4)(c) SIGNAL RECEIVING ANTENNAS (satellite dishes) STANDARDS INSTALLATION STANDARDS - HEIGHT

Plan Commission 5-17-12 *approved 5-0*

Plan Commission Public Hearing 5-17-12

Special Village Board 5-22-12 – *first reading*

Village Board 6-11-12

Request by: Village President Michelle Kaltenberg

Introduced by: Village President Michelle Kaltenberg

ORDINANCE 01-12

STATE OF WISCONSIN VILLAGE OF JOHNSON CREEK JEFFERSON COUNTY

**AMEND/CREATE SECTION 250-104 (E)(4)(c)
SIGNAL RECEIVING ANTENNAS (satellite dishes) STANDARDS
INSTALLATION STANDARDS - HEIGHT**

WHEREAS, Signal receiving antennas are regulated to insure that placement is aesthetically pleasing, to protect the public from inadequately mounted or improperly installed structures and to preserve access to property areas by fire fighting apparatus and emergency personnel; and

WHEREAS, height is limited to not greater than eighteen (18) feet measured from the top of any antenna to the exterior grade; and

WHEREAS, municipal buildings including Village Hall, Fire Station, Public Works and Police may need communications towers of a greater height to maintain communications to ensure public safety; and,

NOW THEREFORE BE IT RESOLVED, that the Village Board of Trustees of the Village of Johnson Creek adopt Ordinance 01-12 to create Section 250-104(E)(4)(c) of the Village Code;

THE VILLAGE BOARD OF THE VILLAGE OF JOHNSON CREEK, JEFFERSON COUNTY, WISCONSIN, DOES ORDAIN AS FOLLOWS:

SECTION 1: SECTION 250-104 SIGNAL RECEIVING ANTENNAS – (satellite dishes) standards of the Village Code of the Village of Johnson Creek is hereby amended and created to read as follows:

- E. Installation standards. Signal-receiving antennas installed in any zoning district within the Village shall comply with the following provisions:
 - (4) Height.
 - (a) A ground-mounted signal-receiving antenna, including any platform or structure upon which said antenna is mounted or affixed may not exceed 18 feet in height, as measured from the ground to the highest point of the dish.
 - (b) A roof-mounted antenna may not exceed 15 feet in height above the surrounding roofline as measured from the lowest point of the existing roofline.
 - (c) A ground-mounted or roof-mounted signal receiving antenna mounted or affixed to any municipal property is exempt from the height provisions provided the antenna is used for communications necessary to protect public safety. Co-location of antennas on a single structure is recommended and permitted where possible.

SECTION 2: All ordinances or parts of ordinances conflicting with or contravening the provisions of this ordinance are hereby repealed.

SECTION 3: This ordinance shall take effect upon passage and posting as provided by law.

PASSED AND ADOPTED by the Village Board of the Village of Johnson Creek, Jefferson County, Wisconsin this 11th day of June, 2012.

VILLAGE OF JOHNSON CREEK,

BY: _____
Michelle Kaltenberg, President

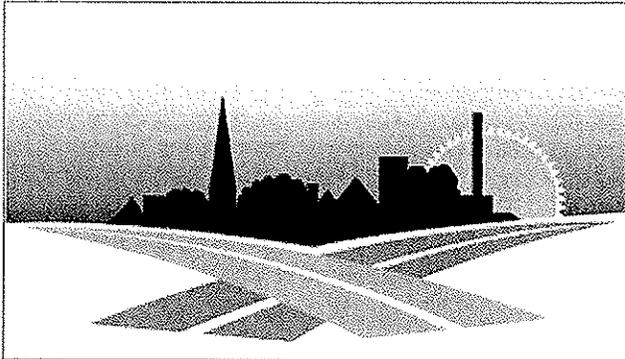
ATTEST:

Joan Dykstra, Clerk-Treasurer

Date Introduced at PC: 05-17-12
Date of Plan Commission Public Hearing: 05-17-12
First reading: Sp. Village Board Meeting 5-22-12
Date Adopted: Village Board 6-11-12
Date Posted:
Date Published: n/a

Village of Johnson Creek

Crossroads With A Future



RESOLUTION 48-12

COMMUNICATION TOWER AND BUILDING SPACE LEASE JEFFERSON COUNTY SHERIFF'S OFFICE

Improvement and Services Committee 6-6-12 - *approved 3-0*

Village Board 6-11-12

Requested by: Jefferson County Sheriff's Department

Introduced by: Village Trustee Tim Semo

RESOLUTION 48-12

COMMUNICATION TOWER AND BUILDING SPACE LEASE
JEFFERSON COUNTY SHERIFF'S OFFICE

THIS AGREEMENT, made this ____ day of _____, 2012, by and between the Village of Johnson Creek, a Wisconsin Municipal Corporation, Johnson Creek, Wisconsin hereinafter referred to as "Landlord", and JEFFERSON COUNTY SHERIFF'S OFFICE, with its principal office and place of business at 411 South Center Avenue, Jefferson, Wisconsin, hereinafter referred to as "Tenant". Landlord and Tenant are sometimes hereinafter referred to individually as "Party" and collectively as "Parties".

WITNESSETH:

WHEREAS, Landlord has fee owned interest in certain real property located at a Latitude of N43-04-58.35 and Longitude W88-45-58.18 (NAD 83), 525 Bobcat Lane, Village of Johnson Creek, Jefferson County, Wisconsin (hereinafter "Lands"). The Lands are legally described on the Exhibit "A" attached hereto and made a part hereof; and

WHEREAS, Tenant desires to occupy, and Landlord is willing to provide, attachment locations upon Landlord's water tower at coordinates 43°-04'-58.35" North, 88°-45'-58.18" West (hereinafter "Tower") for the placement of Tenant's communication equipment on the Tower in certain locations as described in Section 3 hereinafter (hereinafter "Tower Space") as well as certain space (hereinafter "Rack Space") within Landlord's equipment building (the "Building"). Collectively the Tower Space and the Rack Space shall be referred to hereinafter as the "Leased Space".

NOW, THEREFORE, in consideration of the terms, covenants, and conditions herein contained and for good and valuable consideration, the Landlord and Tenant do covenant and agree as follows:

1. **TERM** The term (hereinafter "Initial Term") of this lease (hereinafter "Lease") shall commence on June 1, 2012 (hereinafter "Commencement Date") and shall extend through December 31, 2017 (hereinafter "Expiration Date"), except that this Lease may be terminated prior to the Expiration Date as hereinafter provided. Subsequent to the Initial Term, Tenant shall have the option to extend this Lease for an additional five (5) year period and shall exercise the same by providing Landlord with written notice at least 90 days prior to the said Expiration Date.
2. **RENT** Tenant shall be allowed to use the Leased Space, as described hereinafter, at a charge of One Dollar (\$1.00) per year. Subsequent to the Initial Term and provided Tenant elects to exercise said five (5) year option, rent shall be negotiated by Landlord and Tenant in good faith and agreed upon within 30 days of the Expiration Date or this Lease shall terminate effective the Expiration Date.

3. PERMITTED USE Tenant shall use the Leased Space consistent with the terms of this Lease as herein described. Tenant, upon receipt of all necessary governmental authorizations together with Landlord's review and approval of Tenant's plans, shall be permitted to install its rack equipment (hereinafter "Rack Equipment") within 24" x 24" x 84" of Cabinet Space within the Building, for its communication needs. In addition, Tenant shall be permitted to install, operate, upgrade, maintain, repair and replace one (1) ANDREW DB222 antenna, mounted at 150 feet above ground level, together with a 7/8 inch coaxial cable and one (1) Scala PR-900 parabolic microwave antenna, mounted at 150 feet above ground level, together with a 7/8 inch coaxial cable (hereinafter " Tower Equipment"). The Cabinet Equipment and Tower Equipment shall hereinafter be referred to collectively as ("Equipment"). Tenant's Equipment shall all remain the personal property of Tenant regardless of the manner or mode of attachment and may be removed by Tenant at its sole option at any time during the Initial Term, any renewal term or after termination or expiration of this Lease subject to restoration as hereinafter described. Tenant shall arrange for the installation of electric, telephone and natural gas utilities for its use, as described within Section 19 hereinafter, (if natural gas is unavailable then liquid propane) and shall be responsible for the timely restoration, if necessary in Landlord's opinion and to its reasonable satisfaction, of the Leased Space or Lands.

4. TERMINATION Except as otherwise provided herein, this Lease may be terminated prior to the Expiration Date in whole or in part as follows:

- a) by Tenant, in the event Tenant is denied federal, state or local governmental permits or authorization or is in anyway prevented from utilizing the Leased Space or other improvements it deems necessary or is denied approval for installing any or all Equipment and such denial effectively prevents Tenant, in its reasonable opinion, from utilizing the Leased Space for its communications system, then, upon written notification to Landlord, Tenant shall have the option to immediately terminate this Lease, the same as though this Lease had not been entered into and this Lease shall no longer be of any force and effect.
- b) by Landlord any time in the event Landlord is so instructed and ordered to remove the Tower, communication equipment or other improvements (whether owned and operated by Landlord or Tenant) by any federal, state or local governmental agency having jurisdiction over Landlord's or Tenant's operation or use of the Tower, including the Landlord's use of the Lands and its use as a communications site.
- c) by Landlord, upon 180 days advance written notice, if Landlord requires the use of that portion of the Leased Space, for any reason whatsoever, being occupied by Tenant, for the operations of its business. In the event Landlord requires the use of the Leased Space for its communication equipment, Landlord shall make its best efforts to relocate Tenant's Equipment to another location on the Tower or within the Building, if reasonably possible.
- d) by Tenant, during the Initial Term, upon 30 days advance written notice, for any reason whatsoever.

5. INSTALLATION / MAINTENANCE All installations, maintenance, repair, replacement and removal of Tenant's Equipment on the Tower shall be performed to Landlord's specifications and only by qualified employees of Landlord, its selected contractors or licensed, bonded and insured contractors of Tenant who have been approved by Landlord, all at Tenant's sole cost and expense. Tenant's contractors shall, prior to commencing any work on the Tower, produce evidence of such license, bond and insurance to Landlord. All installations, maintenance, repair and replacement of Tenant's Rack Equipment in the Building shall be performed only by Landlord approved contractors of Tenant or by Landlord if its facilities are in its reasonable opinion to be affected. **Tenant agrees to provide Landlord, for its review and approval, with the name, address, and telephone number of any equipment installer or repairman desired to be used by Tenant prior to the commencement of any work, including those installers and repairmen who will perform work during emergency situations. Failure to obtain Landlord's approval for the initial work or for subsequent revisions, alterations or removal, either as to the Equipment and/or location of such Equipment will result in termination of this Lease.**

6. APPROVALS Tenant hereby agrees to procure all necessary public authority and permits for Tenant's use of the Tower and Leased Space as a communications site including the construction, installation, operation, repair, maintenance, replacement, removal and use of all Equipment and site improvements. Furthermore, Tenant shall be responsible for all costs and expenses associated with obtaining any authorization, approval or permit associated with the use of the Leased Space and Tower.

7. SUBLETTING / ASSIGNMENT Tenant may not sublet its leasehold interest nor assign its right, title and interest in and to this Lease in whole or in part, without the prior written approval of Landlord, which approval may be denied by Landlord for any reason whatsoever.

8. TENANT ACCESS Tenant shall have reasonable and continuous access on a 24 hour basis to and from the Leased Space. Tenant shall be provided within key-code access to gain access to the Building. Tenant shall not be permitted to perform or have performed any work on Tower Equipment without the prior approval of the Landlord or such other person(s) or phone number(s) as Landlord may from time to time designate.

Tenant shall not be permitted at any time to transfer, move or adjust Landlord's antennas, cables, connectors, attachments or microwave dishes (if existing at some future date) or any other equipment of Landlord without the prior written consent of Landlord. Upon completion of Tenant's work, Landlord may inspect, test and check its equipment to verify that its communication system and equipment have not been damaged or moved and are performing to its satisfaction. If Landlord discovers any damage or if Landlord's equipment requires adjustment, and reasonably determines such damage is resultant from or adjustment necessary due to the installation of Tenant's Equipment or other work being performed by or on behalf of Tenant, Landlord shall first notify Tenant then perform such work as it deems reasonably necessary and Tenant agrees to reimburse Landlord for the reasonable costs of inspection and any resultant work upon presentation of a bill therefore. All of Tenant's work shall be coordinated with the Landlord or such other person or phone number Landlord may from time to time designate. Failure to coordinate all initial work and all subsequent repairs or replacement of Equipment on the Tower with Landlord or work which could affect Landlord's equipment shall be considered a material default and, notwithstanding Tenant's other rights provided hereinafter to receive written notice and cure period, Landlord may, at its sole discretion, immediately terminate this Lease.

9. REPLACEMENT OF TOWER In the event Landlord's communication requirements change such that it requires a larger or different Tower and in Landlord's reasonable discretion elects to replace the Tower or if the Tower is damaged and requires replacement or repair, the parties hereto shall be responsible for the timely removal, reinstallation and all costs thereof for their respective equipment. If upon reasonable notice from Landlord, Tenant fails to remove its Equipment in a timely manner, Landlord reserves the right to remove Tenant's Equipment and Tenant agrees to promptly reimburse Landlord for its expenses upon presentation of a bill therefore.

10. TENANT DAMAGE / INTERFERENCE WITH OPERATION Tenant covenants and agrees that Tenant's Equipment, its installation, operation and maintenance will:

- a) In no way damage the Tower or accessories thereto, the Leased Space or Landlord's facilities or other site improvements. Tenant shall exercise special precaution to avoid damage to facilities of Landlord or of other authorized users of the Tower, now existing or at some point in the future, and Tenant hereby assumes all responsibility for any and all damage to facilities of Landlord or authorized users arising out of or caused by the conduct or property of Tenant, its employees, contractors and invitees and not due to or from the Landlord's negligence. Tenant shall make an immediate report to Landlord of the facilities affected by the occurrence of any damage and in the event such damage is due to Tenant, its employees, contractors or invitees, Tenant hereby agrees to reimburse Landlord and/or other authorized users for the expenses incurred by Landlord and/or other authorized users in making the necessary repairs and replacements.
- b) Not interfere with the maintenance of the Tower, Landlord facilities or other Landlord improvements performed by or on behalf of Landlord.
- c) Comply with all applicable rules, regulations and codes of the federal, state and local agencies having jurisdiction over the operation of Landlord's or Tenant's business or occupation of Landlord's Tower.
- d) Under this Lease, the Landlord assumes no responsibility or cost for licensing, installation, operation and/or maintenance of Tenant's Equipment or any of Tenant's improvements.

11. SIGNAL INTERFERENCE Landlord and Tenant mutually agree not to interfere with the operation of or cause signal interference with the other's communication equipment due to the operation of communication equipment or electrical interference, whether initially installed hereunder or at some future date, which is reasonably designed and installed to operate without interference from each others equipment. Prior to the installation of any of Tenant's Equipment, it shall provide Landlord for review of possible signal interference, with complete equipment specifications, including but not limited to antennas, dishes, ground dishes, cables, receivers and transmitters, frequencies and power output thereof and all appurtenant equipment, the preferred location of all equipment on the Tower, the ground surface and within its Building. Furthermore, Tenant shall completely install and test its Equipment in a full operational mode in order for Landlord and Tenant to reasonably determine the existence of any signal interference caused by either party's equipment prior to Tenant commercially going on line. Whether during testing or once on line, in the event it can be reasonably determined that Tenant's Equipment causes signal interference with Landlord's communication equipment to the extent that Landlord's communications are materially impacted as determined solely by Landlord, Tenant's Equipment shall immediately be shut down upon receipt of notice of such interference from Landlord and Tenant will promptly take all steps necessary to correct and

eliminate same at its cost. If Tenant's Equipment is at fault and Tenant is unable to eliminate the interference, Tenant shall so advise Landlord and provide Landlord or its qualified contractors the opportunity to review, assess and make repair suggestions. If Landlord and Tenant are unable to eliminate the interference caused by Tenants Equipment, Landlord may elect to terminate this Lease. In the event the equipment of another authorized user of the Tower is at fault, the faulty equipment shall be identified and immediately be shut down upon receipt of notice of such interference either directly from Landlord or from Tenant to Landlord who shall then notify the authorized user. If such equipment is reasonably designed and installed to operate without interference from each others equipment and after due diligence is unable to eliminate the interference, the lease of that authorized user may, at Landlord's option, be terminated and its equipment removed from the Tower, Lands and buildings or Landlord may terminate this Lease if there is no interference from such other authorized users to Landlord's equipment.

12. RESTORATION Tenant hereby agrees to restore Landlord's Lands and/or Leased Space to the condition existing prior to any disturbance resulting from Tenant's construction, operations, maintenance, repair or replacement or removal, whether temporary or permanent, of its Equipment or any damage caused to Leased Space, Tower or Lands resulting from the use permitted hereinabove. Included, but not limited to, in such restoration shall be the spreading of topsoil and sowing of perennial type grass seed on any disturbed areas, replacement of crushed stone and/or paved surfacing, replanting of shrubs and other ground cover and repair of fences.

13. DAMAGE TO LANDLORD IMPROVEMENTS In the event existing site improvements on the Leased Space, Lands, or adjoining property owners lands are damaged as the result of Tenant's installation, operation, maintenance, repairs, removals, use of the Leased Space, Tenant shall take whatever action is necessary to repair or replace the damaged improvement (other than to the Tower or Landlord's Building in which case Landlord shall repair and bill the Tenant therefore) or, if to other buildings, or adjoining property owners to the condition existing prior to such damage.

14. TAXES During the Lease Term, Tenant shall be responsible for all taxes on the Lands, Tower or Leased Space, such taxes being defined as any and all federal, state and local governmental, quasi-governmental or public authority taxes, assessments and charges of any kind or nature, whether general, special, ordinary or extraordinary (but not including income or franchise taxes or any other taxes imposed upon or measured by Landlord's income or profits, except as provided below), or payments to governmental authorities in lieu thereof, whether or not in contemplation of the parties to this Lease, which Landlord shall pay or become obligated to pay because of or in connection with the personal property, fixtures, machinery, equipment, systems and apparatus of Tenant located thereon or used in connection therewith. Taxes shall include, without limitation, all real and personal property taxes (attributable to the year in which paid), sales taxes, assessments (special or otherwise), fire inspections, transit taxes and ad valorem taxes but shall not include penalties or late fees thereon unless the penalty and/or late fees are directly attributable to Tenant. Taxes shall also include all fees, costs and expenses (including, legal fees and court costs) paid by Landlord in connection with protesting or contesting or seeking a refund or reduction of and/or negotiating with public authorities with respect to any of the aforesaid taxes, regardless of whether Landlord is ultimately successful. If at any time during the term hereof, a tax or excise on rents or other tax however described, other than an income tax, is levied or assessed by the United States or the State of Wisconsin, or any political subdivision thereof, on account of the rents hereunder or the interest of Landlord under this Lease, such tax shall constitute and be included in taxes. Any taxes paid by Landlord hereunder shall be reimbursable to Landlord by Tenant as Additional Rent.

15. PERSONAL PROPERTY TAXES Tenant agrees to pay, before delinquency, any and all taxes levied or assessed and which become payable during the term hereof upon Tenant's Equipment, fixtures, and other personal property which includes but is not limited to the antennas, dishes, cables, and all other equipment of improvements, located

16. on the Leased Space, whether said taxes are assessed against Landlord or Tenant and upon all alterations, additions or leasehold improvements made by or for Tenant and if any such alteration, addition or leasehold improvement is nevertheless included in Landlord's real estate or personal property tax assessment and bill, Tenant shall reimburse Landlord with respect thereto. Any taxes paid by Landlord hereunder shall be reimbursable to Landlord by Tenant as Additional Rent.

17. INSURANCE Tenant agrees to deliver to the Landlord a certificate to the effect that it has in full force and effect a commercial general liability insurance policy issued by a reputable insurance company and Bodily Injury Liability coverage in the amount of \$1,000,000 each person, \$2,000,000 each accident, and Property Damage Liability coverage in the amount of \$250,000 each accident, and further providing that Landlord will receive at least 30 days notice in writing of any cancellation thereof. Tenant agrees to continue such insurance in force during the entire term of this Lease, and shall furnish like certificates for any renewal thereof. Said insurance policies shall have endorsements providing coverage for contractual liability and, further, shall name Landlord as an Additional Insured.

18. INDEMNIFICATION Tenant agrees to defend, save and hold harmless Landlord and its affiliated corporations and their respective directors, officers, employees, and agents from any and all claims or causes of action for injury (including death) of any person or persons, or damage to the property of any person, firm or corporation (including Landlord and its affiliated corporations) or any expense (including reasonable attorney fees) due to or arising out of installations and use of the Leased Space, Tower, Building, or improvements by Tenant, its employees, agents, customers, subtenants and invitees and any other person whether authorized to use the same or not.

19. CONSTRUCTION AND OTHER LIENS Tenant shall have no authority, express or implied, to create or place any lien or encumbrance of any kind or nature whatsoever upon, or in any manner to bind, the interest of Landlord in the Tower, Leased Space, Building or other site improvements or to charge the rent payable hereunder for any claim in favor of any person dealing with Tenant, including those who may furnish materials or perform labor for any construction or repairs. Tenant covenants and agrees that it will pay or cause to be paid all sums legally due and payable by it on account of any labor performed or materials furnished in connection with any work performed on the Tower by or at Tenant's direction on which any lien is or can be validly and legally asserted against its leasehold interest in the Tower, Leased Space or the improvements thereon and that it will save and hold Landlord harmless from any and all loss, liability, cost or expense, including costs of suit and reasonable attorney's fees, based on or arising out of asserted claims or liens against the leasehold interest of the Landlord in the Leased Space or against the right, title and interest of Landlord in the Tower, and other improvements or under the terms of this Lease. Tenant will not permit any construction lien or any other liens which may be imposed by law affecting Landlord's leasehold interest in the Leased Space or Landlord's right, title and interest in the Tower and/or other improvements to be placed upon the Leased Space, Tower, and other improvements arising out of any action or claimed action by Tenant, and in case of the filing of any such lien Tenant will promptly pay same. If any such lien shall remain in force and effect for ten (10) days after written notice thereof from Landlord to Tenant and Tenant as not posted with Landlord a bond in the amount of at least 125% thereof, Landlord shall have the right and privilege of paying and discharging the same or any portion thereof without inquiry as to the validity thereof, and any amounts so paid, including expenses

and interest, shall be so much Additional Rent hereunder due from Tenant to Landlord and shall be paid to Landlord immediately on presentation of a bill therefore.

20. UTILITIES AND SERVICE FEES Unless otherwise stated to the contrary in this Lease, Tenant agrees to contract for and promptly pay when due all charges for installation of electricity, natural gas, sewer/water, telephone and/or other utilities for its use. All utilities shall be in place at the time Tenant takes occupancy. Tenant shall promptly pay each utility company for services incurred by Tenant in connection with its occupancy and use of the Tower. Tenant also agrees to pay in full all municipal or private collection and recycling charges or assessments or for other services for which it contracts or is contracted for on its behalf or is required by an authorized governmental agency. Exterior waste containers or storage of material is prohibited. Landlord shall not be required to furnish any services to the Tower or Leased Space for or on behalf of Tenant and under no circumstances, except as may otherwise be provided in this Lease, shall rent abate nor shall Landlord be liable for any interruption of utility service to the Tenant's Equipment or facilities other than its role as the electric and natural gas utility provider, such liability being limited, however, to the same extent and degree as though Landlord was not the owner of the Tower.

21. MISS DIG Tenant shall contact Digger's Hotline at (800) 242-8511 to locate any underground facilities at least five (5) days prior to any work, excavation, construction or equipment removal on Leased Space or adjoining lands in order to determine the location of electric, telephone, communication, water and natural gas facilities within Leased Space or adjoining lands in the vicinity of the contemplated work and the applicable clearance requirements for work performed in the proximity of such facilities. Tenant hereby agrees to obtain permission from the appropriate property owner prior to entering or performing any work on said Leased Space.

22. CONDEMNATION If all or substantially all of the Landlord's Lands, Building or Tower are sold to or taken by any public or quasi-public authority under its power of condemnation or the threat thereof, this Lease shall terminate as of the date possession shall be transferred to the acquiring authority. Upon any taking of only a part of or less than substantially all of the Lands, Building or Tower, by any public or quasi-public authority, and such taking doesn't materially affect Landlord's or Tenant's ability to utilize Leased Space as it requires, then this Lease shall be unaffected by such taking, except that if the remaining area of the Lands, Building or Tower after a partial taking shall not be reasonably sufficient for Tenant, by its own reasonable determination, to continue feasible operation of its business, Tenant may terminate this Lease up to 30 days following the date possession of the affected portion of the Lands, Building or Tower shall be transferred to the acquiring authority.

23. GOVERNMENTAL JURISDICTION Tenant shall, in the use and occupancy of the Tower, comply with all laws, ordinances, rules and regulations of the Village of Johnson Creek, Jefferson County, State of Wisconsin and other governmental bodies having jurisdiction over the operation of Landlord's or Tenant's business or occupation of said Tower, Lands or Building.

24. TENANT'S DEFAULT Upon the occurrence of any of the below enumerated events of default by Tenant, Landlord shall have all rights and remedies available hereunder or at law or in equity, all of which rights and remedies shall be cumulative, including the right to terminate this Lease by written notice to Tenant. Upon such termination, Tenant shall be obliged to forthwith return the possession of the Leased Space and Tower to the Landlord, and notwithstanding the termination of this Lease, shall also be liable to Landlord for all unpaid Base Rent effective on the date of any such default, all unpaid Additional Rent and other payments hereunder to the end of the Leaseterm or then current extension period, and for all

25. reasonable costs, expenses and attorneys' fees that shall be incurred by Landlord in enforcing the covenants and agreements of this Lease. Upon the failure of Tenant upon such termination to return the possession of the Tower and Leased Space to Landlord, Landlord shall have the right to enter upon the Tower and Leased Space without judicial process and repossess the same without liability therefore, and without prejudice to any other rights and remedies herein stated. No such repossession of the Tower and Leased Space by Landlord or reletting thereof shall constitute a termination of Tenant's obligations under this Lease. The following shall constitute events of default by Tenant:

- (a) the failure by Tenant to pay any installment of rent or any other payment required hereunder within 20 days of receipt of written notice from Landlord;
- (b) any breach or failure by Tenant to observe or perform any of its other obligations under the Lease and the failure of Tenant to cure such breach or failure within 30 days after notice in writing to Tenant thereof unless the default cannot reasonably be cured within 30 days and Tenant has commenced and diligently pursued to correct such default, breach or failure then Tenant shall have such additional period of time as may reasonably be required to cure such default but not exceeding 180 days after the first notice thereof from Landlord;
- (c) the subjection of the Leased Space or Tower to any lien, levy or attachment caused by acts or omissions of the Tenant and the failure to obtain the release thereof within ten (10) days or of Landlord's written demand therefore;
- (d) any admission by Tenant in writing of its inability to pay its debts as they become due;
- (e) the filing by or against Tenant of a petition in bankruptcy or any other insolvency proceeding which is not terminated within 60 days of such filing and
- (f) any action by Tenant in furtherance of any of the foregoing events.

In addition to any other right or remedy which it may have hereunder or at law or in equity, Landlord shall have the right to charge interest at the rate of 18 percent per annum upon any installment of rent or any other payment required hereunder not paid within 20 days after the date on which the same shall have become due. Such interest shall be charged from the due date to the date of payment, and shall be payable by Tenant upon demand by Landlord. Landlord shall be entitled to recover from Tenant all costs and expenses, including reasonable attorney's fees, incurred in enforcing the provisions of this Lease.

If Tenant defaults in performing any of its obligations hereunder, Landlord may, but shall not be obligated to, perform any obligation on behalf of Tenant, and any expense incurred by Landlord in so doing, together with interest at the rate of 18 percent per annum from the date such expense is incurred by Landlord, shall be Additional Rent hereunder due upon demand by Landlord.

26. REMOVAL OF TENANT PROPERTY / IMPROVEMENTS Upon expiration or earlier termination of Tenant's interest in this Lease Tenant shall peaceably surrender the Leased Space to Landlord and further, shall remove all of its Equipment from the Leased Space other personal property unless previously offered to and purchased by Landlord. There shall be no abandonment of the Equipment or other improvements without the written approval of Landlord.

27. NOTICES All notices, requests, demand and other writings required under this Lease must be in writing and shall be deemed validly given on the date posted if sent by a nationally recognized overnight delivery service or by certified mail, return receipt requested, addressed to the place of business of

Landlord or Tenant as follows (or to any other address that the party to be notified may have designated, in writing, to the sender):

Landlord:
Village of Johnson Creek
125 Depot Street
PO Box 238
Johnson Creek, WI 53038

Tenant:
Jefferson County Sheriff's Office
Attn: Todd Lindert
411 S. Center Street
Jefferson, WI 53549

28. OBLIGATIONS SURVIVE All obligations of Tenant hereunder not fully performed as of the expiration or earlier termination of the term of this Lease shall survive the expiration or earlier termination of the term hereof, including without limitation, all payment obligations with respect to taxes and all obligations concerning the condition of the Tower and Leased Space.

29. WAIVER OF TERMS AND CONDITIONS The failure by Landlord to enforce or insist upon the strict performance of Tenant's obligations hereunder or any other term or provision hereof shall not constitute a waiver thereof or relinquishment of any such terms or conditions, but the same shall continue in full force and effect. Any waiver, to be effective, must be in writing and specifically refer to the right being waived, and shall not apply to any other right.

30. NO JOINT VENTURE The agreements contained herein are not intended, nor shall the same be deemed or construed, to create a partnership between Landlord and Tenant, to make them joint ventures, nor to make Landlord in anyway responsible for the debts or losses of Tenant.

31. BINDING EFFECT The covenants, agreements and obligations herein contained, except as herein otherwise specifically provided, shall extend to, bind and inure to the benefit of the parties hereto and their respective successors and assigns (but in the case of assigns only to the extent that assignment is permitted hereinabove).

32. CAPTIONS The captions in this Lease are inserted only as matters of convenience and for reference, and in no way define or limit the scope or intent of the various provisions, terms or conditions hereof. Whenever the singular number is used, the same shall include the plural, and the masculine gender shall include the feminine and neuter genders.

33. SEVERABILITY OF PROVISIONS If any term, covenant or condition of this Lease or the application thereof to any person or party or circumstance shall, to any extent, be invalid or unenforceable at any time, the remainder of this Lease, or the application of such term, covenant or condition to persons, parties or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby and each term, covenant or condition of this Lease shall be valid and be enforced to the fullest extent permitted by law.

34. INTERPRETATION The laws of the State of Wisconsin shall govern the validity, performance and enforcement of this Lease.

35. AUTHORITY Landlord hereby warrants and represents it has full power and authority to execute this Lease without the further consent or agreement of any other person or entity Tenant warrants and represents that it is a corporation duly organized, validly existing and in good standing under the laws of the State of Wisconsin, is qualified to transact business in the State of Wisconsin and has the power and authority to consummate the transactions contemplated by this Lease; that all proceedings of Tenant necessary to consummate the transactions contemplated by this Lease have been duly taken in accordance with law; and that the persons executing this Lease on behalf of the Tenant have been duly authorized to execute this Lease.

36. ACCEPTANCE Tenant hereby agrees to accept this Lease upon the terms, conditions, and restrictions hereinbefore set forth, and does covenant to keep and perform each and every one of said terms, conditions and restrictions. Tenant further covenants and agrees to pay and discharge all reasonable costs, attorney's fees and expenses made and incurred by the Landlord in enforcing the terms and conditions of this agreement, provided Landlord is the successful party, and Landlord further covenants and agrees to pay and discharge all reasonable costs and attorney's fees and expenses made and incurred by the Tenant in enforcing the terms and conditions of this agreement, provided Tenant is the successful party.

IN WITNESS WHEREOF the parties hereto have caused this Lease to be executed on the date and year first above written.

In Presence of:

VILLAGE OF JOHNSON CREEK

(Landlord)

By: _____
Mark Johnsrud - Village Administer

JEFFERSON COUNTY SHERIFF'S OFFICE

(Tenant)

By: _____
*Paul S. Milbrath, Jefferson County Sheriff

STATE OF WISCONSIN)
)
COUNTY OF _____)

I, the undersigned, a notary public in and for the State and County aforesaid, do hereby certify that _____ (name), the _____ (title), known to me to be the same person whose name is subscribed to the foregoing Option Tower and Ground Space Lease, appeared before me this day in person and acknowledged that (he) (she) signed the said Lease as (his) (her) free and voluntary act for the uses and purposes therein stated.

Given under my hand and seal this ____ day of _____, 2012.

Notary Public

My commission expires _____

STATE OF WISCONSIN)
)
COUNTY OF JEFFERSON)

I, the undersigned, a notary public in and for the State and County aforesaid, do hereby certify that _____ (name), the _____ (title), known to me to be the same person whose name is subscribed to the foregoing Option Tower and Ground Space Lease, appeared before me this day in person and acknowledged that, pursuant to his authority, he signed the said Lease as his free and voluntary act on behalf of the named Tenant corporation, for the uses and purposes therein stated.

Given under my hand and seal this ____ day of _____, 2012.

Notary Public

My commission expires _____

DOCUMENT NO.
895834

VOL **820** PAGE **110**
STATE BAR OF WISCONSIN FORM 1 - 1982
WARRANTY DEED

THIS SPACE RESERVED FOR RECORDING DATA

STATE OF WISCONSIN } ss.
Jefferson County
Received for record this 2nd day
of November A. D. 1992 at 8:50
o'clock A. M. and recorded Vol.
820 of Records, page 110.
Debra J. Hess Registrar
Deputy

This Deed, made between Hartwig's Gobbler, Inc., a Wisconsin corporation,
Grantor,
and Village of Johnson Creek, a municipal corporation,
Grantee,
Witnesseth, That the said Grantor, for a valuable consideration
One (\$1.00) Dollar and other good and valuable consideration,
conveys to Grantee the following described real estate in Jefferson
County, State of Wisconsin:

RETURN TO
Atty. James W. Hammes
P.O. Box 558
Waukesha, WI 53187
part of
Tax Parcel No: 07-15-07-43-1

See attached legal description

EXEMPT # 2r

This is not homestead property.
(is) (is not)
Together with all and singular the hereditaments and appurtenances thereto belonging;
And, Hartwig's Gobbler, Inc., a Wisconsin corporation,
warrants that the title is good, indefeasible in fee simple and free and clear of encumbrances except
recorded easements, restrictions of record and 1992 real estate
taxes,
and will warrant and defend the same.

Dated this 22nd day of October, 1992.

..... (SEAL) HARTWIG'S GOBBLER, INC. (SEAL)
By: [Signature] (SEAL)
Clyde C. Hartwig, President
..... (SEAL)
By: [Signature] (SEAL)
Rachel A. Hartwig, Sec-Tr.

AUTHENTICATION
Signature(s) Clyde C. Hartwig and Rachel A. Hartwig
authenticated this 22 day of October, 1992.
[Signature]
Henry B. Miller
TITLE: MEMBER STATE BAR OF WISCONSIN

ACKNOWLEDGMENT
STATE OF WISCONSIN } ss.
..... County.
Personally came before me this day of
....., 19..... the above named
to me known to be the person who executed the
foregoing instrument and acknowledge the same.
Notary Public County, Wis.
My Commission is permanent. (If not, state expiration
date:, 19.....)

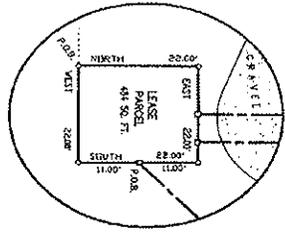
THIS INSTRUMENT WAS DRAFTED BY
James W. Hammes
Attorney at Law
(Signatures may be authenticated or acknowledged. Both
are not necessary.)

SITE NAME: JOHNSON CREEK W.T.
SURVEYED FOR: INDUS, INC.
SITE NUMBER: INDO260
SITE ADDRESS: 77E WISCONSIN AVE., SUITE 1900 MILWAUKEE, W. 53202
END OF BOBCAT LANE

PROPERTY OWNER: VILLAGE OF JOHNSON CREEK
 125 DEPOT ST. P.O. BOX 238 JOHNSON CREEK, W. 53038

TAX KEY No. 14-0715-0743-002

- TOWER BASE -
 Longitude: 43°-04'-58.35"
 Latitude: 88°-45'-58.18"
 (Per North American Datum of 1983/91)
 Elevation: 896.20'
 (Per National Geodetic Vertical Datum of 1929)
 Top Pointers Ring Elevation: 955.21'
 Bottom Pointers Ring Elevation: 950.48'
 Top of Tower Elevation: 1004.02'
 (Per National Geodetic Vertical Datum of 1929)



1. Craig A. Keoch, hereby certify that none of the property described herein is within a flood plain or wetlands area as defined by FEMA, or Wisconsin DNR.

SURVEYOR'S CERTIFICATE

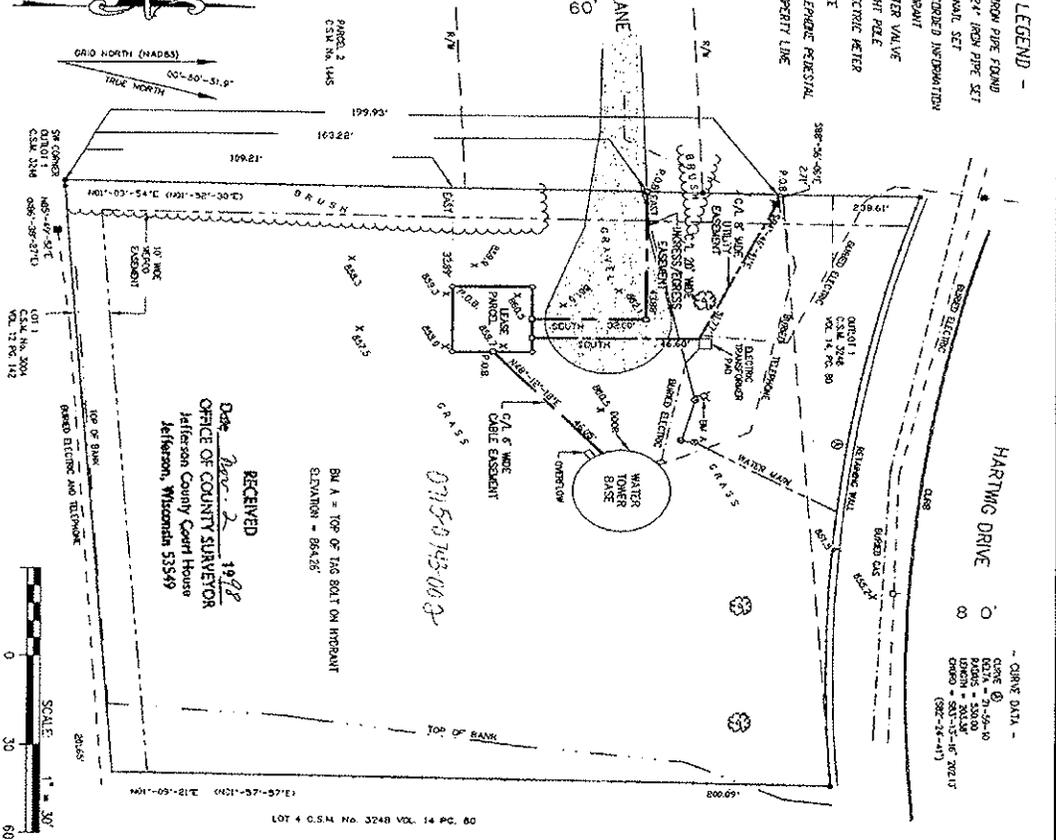
1. Craig A. Keoch, Wisconsin Registered Land Surveyor of Area-Metric Incorporated, certify that I have surveyed the described property and that the map shown is a true and accurate representation thereof to the best of my knowledge and belief.

Date: 12th day of OCTOBER 1988
 Surveyor: Craig A. Keoch
 Wisconsin Registered Land Surveyor
 Craig A. Keoch - 2331

Only in the surveyor's signature or stamp in the field is this an original copy. Any other unauthenticated reproductions to the original. The surveyor accepts no responsibility for non-original copies of this document.



BEARINGS REFERENCED TO THE WISCONSIN STATE PLANE COORDINATE SYSTEM - SOUTH ZONE



- LEGEND -**
- = 1" IRON PIPE FOUND
 - = 1/2" IRON PIPE SET
 - = 8" IRON SET
 - (?) = RECORDED IMPROVEMENT
 - Y = HYDRANT
 - = WATER VALVE
 - = LIGHT POLE
 - = ELECTRIC METER
 - = TREE
 - = TELEPHONE PERSIAL
 - = PROPERTY LINE

- CLEAR DATA -
 CURVE ①
 CURVE ②
 POINT OF BEGINNING
 POINT OF TANGENCY
 POINT OF CURVATURE
 POINT OF INTERSECTION
 POINT OF SIGHT
 POINT OF VIEW
 POINT OF TANGENCY
 POINT OF BEGINNING
 POINT OF CURVATURE
 POINT OF INTERSECTION
 POINT OF SIGHT
 POINT OF VIEW

SITE SURVEY FOR INDUS, INC.
 A PART OF THE SW1/4 OF THE SE1/4, SECTION 7, T.7N., R.15E., VILLAGE OF JOHNSON CREEK, JEFFERSON COUNTY, WISCONSIN

AERO-METRIC
 Aero-Metric, Incorporated
 Land Planning & Design Division
 920-846-7708 800-472-5313 FAX (846-7700)
 530 NORTH MADISON STREET CHILTON, WISCONSIN 53014

DWG. FILE: INDO260 DATE: 09-11-88
 PRJT. NO.: 2980420 REVISIONS:
 DRAWN BY: T.R.K. CHECKED BY: C.A.K.
 NOTEBOOK: P-195 PAGE(S): 68-69
 SHEET 1 OF 2 **D-591**

BE IT FURTHER RESOLVED, that the Village Administrator and Village/Clerk Treasurer have the authority to effectuate this resolution.

Adopted by the Village Board of Trustees this 11th day of June, 2012.

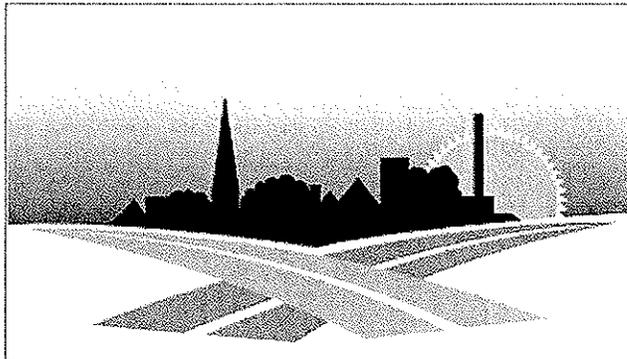
Michelle Kaltenberg, Village President

ATTEST:

Joan Dykstra, Clerk-Treasurer

Village of Johnson Creek

Crossroads With A Future



RESOLUTION 59-12

FACILITY USE POLICY

Village Board 6-11-12

Requested by: Improvement and Services Committee

Introduced by: Trustee Tim Semo

RESOLUTION 59-12

FACILITY USE POLICY

THE VILLAGE BOARD OF THE VILLAGE OF JOHNSON CREEK, JEFFERSON COUNTY, WISCONSIN, DOES RESOLVE AS FOLLOWS:

WHEREAS, Bell Park, Centennial Park, Firemens Park, and Veterans Park provide community recreation opportunities, and

WHEREAS, the Village has not managed the parks through a policy to insure fair use of scheduling to permit mixed uses and promote recreation activities, and

WHEREAS, conflicts have occurred with scheduling and reservations of park uses which has permitted the 'bumping" of scheduled events to prioritize single park uses, and

WHEREAS, the Improvements and Services Committee recommends approving a facility use policy to support park recreation opportunities provided by Johnson Creek Schools, Joint Recreation Program and the general public, and

NOW THEREFORE BE IT RESOLVED, the Village Board of Trustees of the Village of Johnson Creek approve the facility use policy,

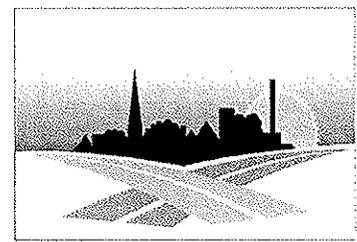
BE IT FURTHER RESOLVED, that the Village Administrator and Village Clerk/Treasurer have the authority to effectuate this resolution.

PASSED AND ADOPTED by the Village Board of Trustees this 11th day of June, 2012.

Michelle Kaltenberg, Village President

ATTEST:

Joan Dykstra, Clerk – Treasurer



JOHNSON CREEK FACILITY USE POLICY

Mission Statement

Recreation is important to the well-being of our community and the residents and visitors who use Village parks. The Village of Johnson Creek supports public recreation and the use of all Village parks, park facilities and all Village owned natural areas subject to regulations approved by the Village Board of Trustees.

Reservations

Public use of all parks is permitted except during the hours which parks are closed. Reserved use is permitted as a privilege and is subject to conditions and fees approved by the Village Board. Any Village, including senior activities, and/or School District sponsored recreation activity, including those supported within the Joint Recreation Program by the Village and the School District, shall receive reservation priority over all parks, fields and facilities at no cost. All other reserved use is on a first-come, first-serve basis. No reserved use may “bump” another reserved use without permission of the person or organization holding the reservation. First-come, first-serve reservations may be accepted for the calendar year beginning the first Wednesday of February at 8:00 a.m. All reservations must include a completed application and full payment of all fees and deposits. No reservation shall be placed on any schedule until complete. Reservations may be deposited in the Village drop box at Village Hall. Telephone reservations are permitted for rescheduling only. Reservations may be completed in person at Village Hall during business hours 8:00 a.m. to 4:00 p.m. Monday through Friday excepting holidays.

Security Deposit

All reservations must be secured with a security deposit. Security deposits will be returned within seven days of the completion of the event and inspection of the leased premises by Village Staff. Any security deposit, or a portion thereof, may be withheld because of damage to the property or failing to maintain and clean the park facility after use.

Fees

All fees are adopted within Village Chapter 33-7 Fees - Public Works Department. Fees vary depending on use including resident and non-resident.

	<u>Fees</u>
<u>Bell Park</u>	
Pavilion - Daily	\$35
Security Deposit	\$150
<u>Centennial Park</u>	
Pavilion	
Security Deposit	\$150
Daily	
Concessions	\$100
w/o Concessions	\$60
Fields	
Softball (NE corner)	
(per game)	\$35
(daily)	\$150
(practice)	\$10 per hour

Little League (SE corner)	
(per game)	\$35
(daily)	\$150
(practice)	\$10 per hour
Field Lining (weekday)	\$30
Sand Volleyball Courts	\$10 per hour

Firemens Park		
Community Center	<u>Resident</u>	<u>Non-Resident</u>
Security Deposit	\$500	\$500
w/o Kitchen		
four hours or less	\$100	\$200
eight hours or less	\$200	\$400
with Kitchen		
four hours or less	\$120	\$240
eight hours or less	\$240	\$480
Storage		
Cabinet	\$15 per month	\$15 per month
Beverage Cooler - Electrical	\$40 per month	\$40 per month
(Refrigerator/Freezer provided at no additional cost - storage not permitted)		

Community Center
(501.3(c) non-profit, government agencies or entities, Johnson Creek Schools, JC Chamber of Commerce, and Elected Officials conducting official meetings.)

With or without kitchen (unlimited)	\$0
-------------------------------------	-----

Baseball Field	
(per game)	\$45
(daily)	\$200
(practice)	\$15 per hour
w/lights	
(per game)	\$90
Field Lining (weekday)	\$30
Tennis Court	\$20 per hour

TO: Johnson Creek Village Board

FROM: The Crossroads Community Church
P.O. Box 1, Johnson Creek, WI 53038

SUBJECT: Land Acquisition

Honorable Board Members,

It has come to our attention that there is a plot of land, CSM Lot 2, adjacent to Resort Drive that is currently possessed by the Village. The Crossroads Community Church has been looking for a building site for some time, upon which to build a multi-purpose building with adjoining classrooms. This facility would be the primary location of our church, while we would still operate our state licensed Child Development Center (Crossroads Kids Connection) at its current location, at 140 West River Drive. The new facility would be used primarily for worship, religious education, and community related services such as English as a Second Language, Parenting classes, Marriage Seminars, and the like. We would also use the facility for youth and children's events, as well.

Would the Village be interested in entering into a negotiation for the transfer of this plot of land for the expressed purpose of building our facility? We believe this would be in the best interests of the village as well, and would maintain the desired use and purpose alignment for that entire parcel of land adjacent to Resort Drive.

If the village would be willing to help us obtain this land, we commit to do everything in our power to complete the facility construction within 2 years of the transfer of land.

As the founding and Senior Pastor of The Crossroads, I would welcome the opportunity to meet with you and discuss this proposal.

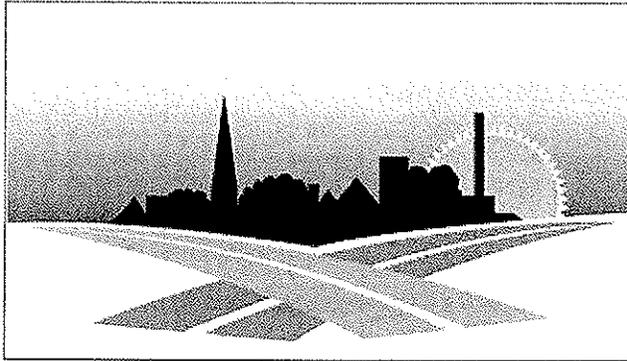
Thank you for your consideration of this request.

Best Regards,

James W. Playter, Senior Pastor
The Crossroads Community Church

Village of Johnson Creek

Crossroads With A Future



RESOLUTION 56-12

JOHNSON CREEK FIRE DEPARTMENT ORGANIZATION CHART

Protection and Welfare 6-5-12 *approve 3-0*

Village Board 6-11-12

Requested by: Fire Chief Dave Peterson

Introduced by: Village Trustee Greg Schopp

RESOLUTION 56-12

JOHNSON CREEK FIRE DEPARTMENT
ORGANIZATION CHART

THE VILLAGE BOARD OF THE VILLAGE OF JOHNSON CREEK, JEFFERSON COUNTY, WISCONSIN, DOES HEREBY RESOLVE AS FOLLOWS:

WHEREAS, Johnson Creek Fire Department has updated its Organizational Chart to better reflect actual positions filled and there corresponding duties and responsibilities, and

WHEREAS, the Village Fire Chief has the authority to hire personnel with approval of the Police and Fire Commission in accordance with State Stat. §62.13, and

WHEREAS, the Village Board approves the department organization and job descriptions of the positions within the organizational chart, and

NOW THEREFORE BE IT RESOLVED, that the Board of Trustee of the Village of Johnson Creek hereby approve the Johnson Creek Organizational Chart and the corresponding job descriptions of the Deputy Chief, Asst. Chief of Fire and EMS, Asst. Chief of Health, Safety and Training, Asst. Chief of Logistics, Asst. Chief of Fire Prevention and Planning & Village Fire Marshall and Director of Emergency Medical Services, and

BE IT FURTHER RESOLVED, that the Village Fire Chief, Village Administrator and Village Clerk/Treasurer are authorized to effectuate this resolution.

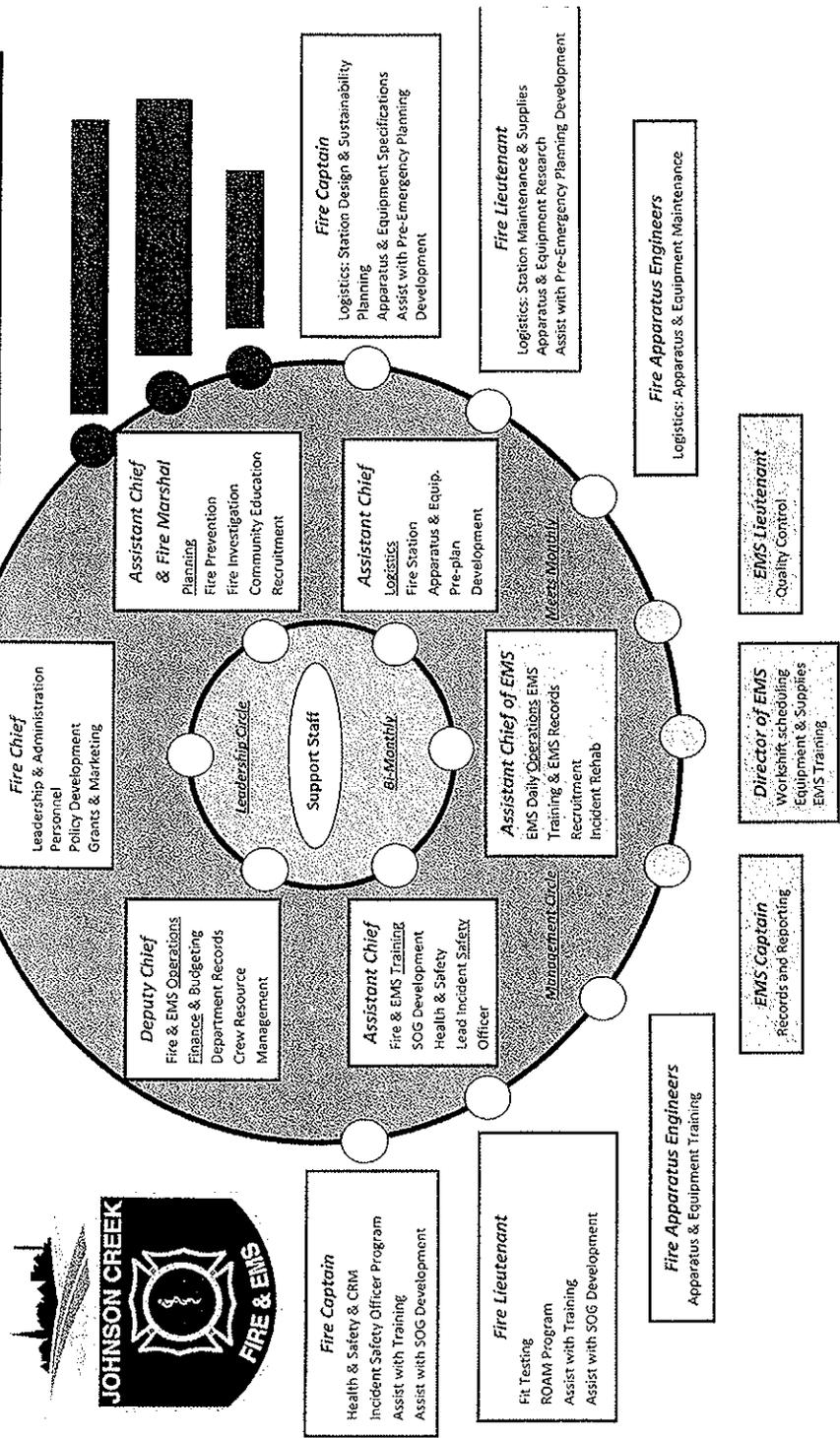
PASSED AND ADOPTED by the Village Board of the Village of Johnson Creek this 11th day of June 2012.

Michelle Kaltenberg, Village President

ATTEST:

Joan Dykstra, Clerk - Treasurer

**Johnson Creek Fire & EMS Department
Organization Chart, June 2, 2012**



Organization Chart Highlights;
Streamlining: Equal importance of Fire, EMS, Fire Prevention, Finance, Logistics, and Planning. Clear lines of delegation and authority. Better up and down communications.
Better accountability and division of labor. More de-centralized decision making. Consistent with departmental vision, mission, and values (VMV's), Promotion of Ownership and Health & Safety

Village of Johnson Creek

Position Description



Department: **Fire and EMS**

Position Title: **Deputy Chief of Fire & EMS Operations**

Date: 27 April 2012

Assumption of Duties: Immediately

Stipend: \$3,000/year

Reports to: Fire and EMS Chief

Probation period: 6 months

Evaluations: Every 3 months

General Description and Duties of the Position (The following duties are normal for this position, however they are not to be construed as all-inclusive and other duties and tasks may be required and assigned.)

This is an administrative and deputy management position whose duties involve assisting in the planning, organization, and direction of the activities and programs of all personnel within the Johnson Creek Fire & EMS Department. Work assignments are under the general direction of the Chief. Assignments are broad in nature and afford the exercise of independent judgment in relation to assisting in the administration and coordination of department operations, and for general direction and participation in fire suppression and rescue activities. Work is reviewed through periodic performance reports, observation of results achieved, and one-on-one conferences. As assigned this position supervises all fire personnel.

1. Assists in planning, organizing, and directing the overall operation of the department.
2. Assumes command at all emergencies, utilizing available resources as necessary to protect the citizens and property of the community.
3. Assists in the preparation of departmental budget for their areas of responsibility.
4. Assists in researching and recommending material for the development and revision of general orders, special orders, rules and regulations, and/or manuals of operations and procedure guidelines.
5. Participates in staff meetings as required and makes suggestions and recommendations on the attainment of the goals and objectives of the Department.
6. Periodically evaluates the capabilities of personnel, and where required shall develop programs for additional training for the advancement of each employee.
7. Participates in hiring and promotional procedures as assigned.
8. Responds to all fire and major emergency alarms, directing responding personnel in extinguishing the fire or resolving the emergency, until, and if, relieved by the Fire Chief.

9. Shall make periodic inspections of personnel, equipment and quarters to see that all rules and regulations are adhered to and that discipline is being maintained.
10. Responsible to prepare and submit to the Fire Chief regular and such other special reports as may be required.
11. Ascertain that personnel and station activities are properly scheduled and utilized, to ensure that department goals and objectives are accomplished.
12. In cooperation with other officers of the department, reports on the proficiency of probationary members of the department.
13. Issues orders to all personnel to ensure that they are familiar with the department fire suppression and fighting capabilities and that fire regulations are enforced.
14. May develop and implement new methods of performing various techniques required in handling all types of emergencies.
15. May assist in completing an analysis, planning, directing and evaluating the activities necessary to handle hazardous materials, mutual aid, and water rescue and recovery for the Village of Johnson Creek.
16. Shall perform the duties of Fire Chief, in his absence, as assigned or required.
17. Assures all other related work as assigned, to department personnel, (e.g., in-station vehicle maintenance program, interior and exterior station and electrical/mechanical plant maintenance, etc.) is accomplished according to department standards.
18. May participate in staff meetings as required.
19. Shall assist the Chief in planning for the development of new (and effective use of existing) facilities, equipment, and apparatus.
20. Assumes support role in firefighter recruitment efforts and activities.
21. Assumes leadership role and promotes effective leadership and supervision practices with adherence to all Village policies.

Other Knowledge, skills and abilities.

- Thorough knowledge of modern fire fighting methods and practices.
- Thorough knowledge of the location of streets, water supplies, and types of building construction, sprinklers, and detection devices and special fire hazards in the Village of Johnson Creek.
- Thorough knowledge of first-aid principles and practices.
- Thorough knowledge of the operations and maintenance of the various types of apparatus and equipment used in fire fighting activities together with the ability to supervise the effective and safe use of such equipment and apparatus.
- Ability to evaluate fires, recognizes dangers, and takes immediate action necessary for the protection of life and property.
- Ability to lead effectively, maintains discipline, accept lines of authority, promote harmony, and cooperate with others.
- Ability to understand and effectively carry out instructions to react quickly and calmly under emergency conditions, and to display seasoned judgment in making working decisions.
- Ability to express ideas clearly and concisely to groups and to individuals.
- Ability to learn the operation of a variety of vehicles and equipment as required.
- Ability to establish and maintain effective working relationships.
- Ability to perform physical tasks under varying weather conditions.
- Conducts oneself with maturity and integrity at all times.

Education and Experience: High school diploma or equivalent is required. Must have and maintain a valid State of Wisconsin driver's license. Must have NIMS ICS-100, 200, 300 and ICS-700 and be able to obtain additional certifications as required.

Additional Requirements: The individual must comply with the employer's random drug and alcohol testing requirements.

Village of Johnson Creek

Position Description



Department: **Fire and EMS**

Position Title: **Assistant Chief of Emergency Medical Services**

Date: 27 April 2012

Assumption of Duties: Immediately

Stipend: \$1,500/year

Reports to: Fire and EMS Chief

Probation period: 6 months

Evaluations: Every 3 months

General Description and Duties of the Position (The following duties are normal for this position, however they are not to be construed as all-inclusive and other duties and tasks may be required and assigned.)

This is an administrative and management position responsible for the supervision of all phases of emergency medical services; duties involve the development, planning, organization, and direction of a comprehensive department-wide emergency medical service program, and participation in all the activities and programs for all personnel within the Johnson Creek Fire & EMS Department. Work assignments are under the general direction of the Fire Chief and Deputy Chief. Assignments are broad in nature and afford the exercise of independent judgment in relation to the administration and coordination of the department's emergency medical service program and rescue activities. Further, assignments may include special technical work in addition to regular duties. Work is reviewed through periodic performance reports, observation of results achieved and one-on-one conferences. As assigned this position supervises all medically trained personnel in the Johnson Creek Fire & EMS Department.

1. Works with other staff to develop written goals and objectives for the emergency medical service program.
2. Develop, organize, implement and maintain a department-wide medical training program which will effectively and efficiently attain program written goals and objectives through the use of accepted standards, teaching materials, apparatus, tools, equipment, etc.
3. Serves as the Quality Control Officer for all medically trained personnel within the Johnson Creek Fire & EMS Department.
4. Serves as the liaison between the Johnson Creek Fire & EMS Department and the medical director along with the various hospitals that interact with the Johnson Creek Fire & EMS Department.
5. Serves as the liaison between the Johnson Creek Fire & EMS Department and the various fire departments and emergency medical service agencies that interact with the Johnson Creek Fire & EMS Department.
6. Maintain all medical training records and files.

7. Maintain, or delegate, adequate and timely inventory of medical supplies and other equipment necessary to maintain the provision of the emergency medical service program.
8. Prepares any applications for licensure as an emergency medical service provider and ensures that these licenses are maintained.
9. Assists in planning, organizing, and directing department operations.
10. Assists in researching and recommending materials for the development and revisions of manuals of operation and procedure guidelines.
11. Assists in the preparation and development of the departmental emergency medical services budget.
12. Participates in staff meetings and other meetings, as required and makes suggestions and recommendations on the attainment of the goals and objectives of the emergency medical service program.
13. Periodically evaluates the capabilities of personnel related to their medical training, and where required shall develop programs for additional medical training for any employee(s) in need.
14. Participates in promotional procedures as assigned.
15. Make periodic inspections of ambulances and other medical apparatus/equipment to ensure all local, state, and federal rules/regulations for the provision of emergency medical services are met.
16. Responds to major emergency alarms, directing personnel as may be required in resolving the emergency.
17. Prepare and submit to the Chief, regular and such other special reports, evaluations and recommendations relative medical training and future medical program needs as may be required.
18. In cooperation with other officers of the department, reports on the proficiency of all medically trained members of the department.
19. May develop and implement new methods of performing various techniques required in handling emergencies.
20. May assist in completing an analysis, planning, directing and evaluating the medical activities necessary to handle hazardous materials, mutual aid, and water rescue and recovery for the Village of Johnson Creek.
21. Participates in related department public education/relations activities.
22. May perform the duties of other officers supervising assigned personnel and other related duties as assigned.
23. Act as the Health Insurance Portability and Accountability Act of 1996 (HIPPA)– Security and Privacy Officer.
24. Assumes lead role in EMS recruitment efforts and activities.
25. Assumes leadership role and promotes effective leadership and supervision practices with adherence to all Village policies.

Other Knowledge, skills and abilities.

- Considerable knowledge of emergency medical services methods, techniques, and practices.
- Considerable knowledge of apparatus used in emergency medical services.
- Considerable knowledge of regulations, ordinances, and laws regarding emergency medical services.
- Ability to survey and determine the medical training needs of the department.
- Wide knowledge of the theory, practice, and methods of EMS training.
- Ability to develop medical training materials.

- Ability to evaluate in-house and off-site medical training for effectiveness.
- Ability to understand and effectively carry out instructions, to react quickly and calmly under emergency conditions, and display seasoned judgment in making working decisions.
- Ability to express ideas clearly and concisely to groups and individuals.
- Ability to learn the operation of a variety of vehicles and equipment as required.
- Ability to perform physical tasks under varying weather conditions.
- Ability to establish and maintain effective working relationships.
- Conducts oneself with maturity and integrity at all times.

Education and Experience: High school diploma or equivalent is required. Must have and maintain a valid State of Wisconsin driver's license. Must be certified as a Wisconsin EMT-I as a minimum. Must maintain American Heart Association CPR card. Must have NIMS ICS-100, 200, 300 and ICS-700 and be able to obtain additional certifications as required.

Additional Requirements: The individual must comply with the employer's random drug and alcohol testing requirements.

Village of Johnson Creek

Position Description



Department: Fire and EMS

Position Title: Assistant Chief of Fire Prevention & Planning-
Village Fire Marshal

Date: 27 April 2012
Assumption of Duties: Immediately
Stipend: \$1,500/year

Reports to: Deputy Fire Chief
Probation period: 6 months
Evaluations: Every 3 months

General Description and Duties of the Position (The following duties are normal for this position, however they are not to be construed as all-inclusive and other duties and tasks may be required and assigned.

This is an administrative and management position whose duties involve assisting in the planning, organization, and direction of the activities and programs of all personnel within the Johnson Creek Fire & EMS Department. Work assignments are under the general direction of the Fire Chief and the Deputy Chief. Assignments are broad in nature and afford the exercise of independent judgment in relation to assisting in the administration and coordination of department operations, and for general direction and participation in fire suppression and rescue activities. Work is reviewed through periodic performance reports, observation of results achieved, and one-on-one conferences. As assigned this position supervises all fire personnel.

1. Works with other staff to develop written goals and objectives for the fire prevention division.
2. Develop, organize, implement, maintain, and delegate a department-wide inspection program which will effectively and efficiently attain the divisions written goals and objectives through the use of accepted standards, prevention materials, and inspections.
3. Assists in planning, organizing, and directing department operations.
4. Assists in researching and recommending materials for the development and revision of manuals of operation and procedure guidelines.
5. Assists in the preparation and development of departmental fire prevention budget and other areas of responsibility as assigned.
6. Participates in staff meetings and other meetings, as/when required and makes suggestions and recommendations on the attainment of the goals and objectives of the training division.
7. Responds to all fire and major emergency alarms, directing personnel, as may be required, in extinguishing the fire or resolving the emergency.

8. Prepare and submit to the Chief, regular and such other special reports, evaluations and recommendations relative to inspections, fire prevention and future needs as may be required.
9. May develop and implement new methods of performing various techniques required in handling all types of emergencies.
10. May assist in completing an analysis, planning, directing and evaluating the fire prevention activities necessary to handle hazardous materials, mutual aid, and water rescue and recovery for the Village of Johnson Creek.
11. May perform the duties of other officers and other related duties as assigned.
12. Inspect factories, businesses, multiple family residential dwelling, schools, churches, etc., to identify fire hazards to maintain compliance with fire codes, laws, and ordinances.
13. Notify property owners of violations and follow up for compliance.
14. Investigate fires, or delegates this task, to determine their origin.
15. Act as liaison with the state and other agencies for changes or updates in the law.
16. Serve as a liaison with businesses and property owners to promote fire prevention and compliance.
17. Assist in developing, promotion and supervision of fire prevention programs.
18. Assist in the update of fire prevention codes and ordinances for the City.
19. Continue education for updates and changes in policy and techniques of fire prevention.
20. Coordinate public information fire prevention program and may address public groups to promote understanding.
21. Prepare and maintain all required reports and records.
22. May perform other related job duties as necessary.
23. Assumes support role in firefighter recruitment efforts and activities.
24. Assumes leadership role and promotes effective leadership and supervision practices with adherence to all Village policies.

Other Knowledge, skills and abilities.

- Wide knowledge of the theory, practices and methods of fire prevention.
- Ability to survey and determine the basic prevention needs of the department and community.
- Ability to plan, develop, and implement effective fire inspections and codes which meet the predetermined needs of the department.
- Thorough knowledge of modern fire fighting methods and practices.
- Thorough knowledge of first-aid principles and practices.
- Ability to lead effectively, maintain discipline, accept lines of authority, promote harmony, and cooperate with others to establish and maintain effective working relationships.
- Ability to plan, execute plans, and delegate authority to others.
- Ability to understand and effectively carry out instructions to react quickly and calmly under emergency conditions, and to display seasoned judgment in making working decisions.
- Thorough knowledge of the location of streets, water supplies, and types of building construction, sprinklers, and detection devices and special fire hazards in the Village of Johnson Creek.
- Ability to evaluate fires, recognizes dangers, and take immediate action necessary for the protection of life and property.

- Ability to express ideas clearly and concisely to groups and to individuals.
- Ability to establish and maintain effective working relationships.
- Ability to perform physical tasks under varying weather conditions.
- Conducts oneself with maturity and integrity at all times.

Education and Experience: High school diploma or equivalent is required. Must have and maintain a valid State of Wisconsin driver's license. Certification as a Wisconsin Fire Inspector and Fire Officer is a plus. Must have NIMS ICS-100, 200, 300 and ICS-700 and be able to obtain additional certifications as required.

Additional Requirements: The individual must comply with the employer's random drug and alcohol testing requirements.

Village of Johnson Creek

Position Description



Department: **Fire and EMS**

Position Title: **Assistant Chief of Logistics**

Date: 27 April 2012

Assumption of Duties: Immediately

Stipend: \$1,500/year

Reports to: Deputy Fire Chief

Probation period: 6 months

Evaluations: Every 3 months

General Description and Duties of the Position (The following duties are normal for this position, however they are not to be construed as all-inclusive and other duties and tasks may be required and assigned.)

This is an administrative and management position whose duties involve assisting in the planning, organization, and direction of the activities and programs of all personnel within the Johnson Creek Fire & EMS Department. Work assignments are under the general direction of the Fire Chief and Deputy Chief. Assignments are broad in nature and afford the exercise of independent judgment in relation to assisting in the administration and coordination of department operations, and for general direction and participation in fire suppression and rescue activities. Work is reviewed through periodic performance reports, observation of results achieved, and one-on-one conferences. As assigned this position supervises all fire personnel.

1. Works with other staff to develop written goals and objectives concerning fire and EMS facilities, vehicles, and equipment.
2. Develop, organize, implement and maintain a department-wide maintenance program which will effectively and efficiently maintain facilities, vehicles, and equipment through written goals and objectives that utilize accepted standards.
3. Schedule and conduct, or delegate, effective and regular maintenance checks, and/or utilize other qualified training personnel with management approval.
4. Assists in planning, organizing, and directing department operations.
5. Assists in researching and recommending materials for the development and revision of manuals of operation and procedure guidelines.
6. Assists in the preparation and development of departmental maintenance budget and other areas of responsibility as assigned.
7. Participates in staff meetings and other meetings, as/when required and makes suggestions and recommendations on the attainment of the goals and objectives of the logistics division.
8. Periodically evaluates the capabilities and general condition of all facilities, vehicles, and equipment.
9. Responds to all fire and major emergency alarms, directing personnel, as may be required, in extinguishing the fire or resolving the emergency.

10. Prepare and submit to the Chief, regular and such other special reports, evaluations and recommendations relative to facilities, vehicles, and equipment as may be required.
11. In cooperation with other officers of the department, reports on the proficiency of all vehicles and equipment of the department.
12. May develop and implement new methods of performing various techniques required in handling all types of emergencies.
13. May perform the duties of other officers and other related duties as assigned.
14. Assures compliance to all State of Wisconsin firefighter safety requirements, and other applicable standards, regarding facilities, vehicles, and equipment.
15. Assumes support role in firefighter recruitment efforts and activities.
16. Assumes leadership role and promotes effective leadership and supervision practices with adherence to all Village policies.

Other Knowledge, skills and abilities.

- Wide knowledge of the theory, practices and methods of maintenance science.
- Ability to survey and determine the basic needs of the department in terms of facilities, vehicles, and equipment.
- Ability to plan, develop, and implement effective maintenance checks which meets the predetermined needs of the department.
- Ability to develop staff to execute maintenance checks.
- Thorough knowledge of modern fire fighting methods and practices.
- Thorough knowledge of first-aid principles and practices.
- Considerable knowledge of the operations and maintenance of the various types of apparatus and equipment used in fire fighting activities together with the ability to supervise the effective and safe use of such equipment and apparatus.
- Ability to lead effectively, maintain discipline, accept lines of authority, promote harmony, and cooperate with others to establish and maintain effective working relationships.
- Ability to understand and effectively carry out instructions to react quickly and calmly under emergency conditions, and to display seasoned judgment in making working decisions.
- Thorough knowledge of the location of streets, water supplies, and types of building construction, sprinklers, and detection devices and special fire hazards in the Village of Johnson Creek.
- Ability to evaluate fires, recognizes dangers, and takes immediate action necessary for the protection of life and property.
- Ability to express ideas clearly and concisely to groups and to individuals.
- Ability to establish and maintain effective working relationships.
- Ability to perform physical tasks under varying weather conditions.
- Conducts oneself with maturity and integrity at all times.

Education and Experience: High school diploma or equivalent is required. Must have and maintain a valid State of Wisconsin driver's license. Must have NIMS ICS-100, 200, 300 and ICS-700 and be able to obtain additional certifications as required.

Additional Requirements: The individual must comply with the employer's random drug and alcohol testing requirements.

Village of Johnson Creek

Position Description



Department: **Fire and EMS**

Position Title: **Assistant Chief of Health, Safety & Training**

Date: 27 April 2012

Assumption of Duties: Immediately

Stipend: \$1,500/year

Reports to: Deputy Fire Chief

Probation period: 6 months

Evaluations: Every 3 months

General Description and Duties of the Position (The following duties are normal for this position, however they are not to be construed as all-inclusive and other duties and tasks may be required and assigned.

This is an administrative and management position whose duties involve assisting in the planning, organization, and direction of the activities and programs of all personnel within the Johnson Creek Fire & EMS Department. Work assignments are under the general direction of the Fire Chief and Deputy Chief. Assignments are broad in nature and afford the exercise of independent judgment in relation to assisting in the administration and coordination of department operations, and for general direction and participation in fire suppression and rescue activities. Work is reviewed through periodic performance reports, observation of results achieved, and one-on-one conferences. As assigned this position supervises all fire personnel.

1. Works with other staff to develop written goals and objectives concerning fire and EMS safety and for the training division.
2. Develop, organize, implement and maintain a department-wide training program which will effectively and efficiently attain the divisions written goals and objectives through the use of accepted standards, teaching materials, apparatus, tools, equipment, etc.
3. Schedule and conduct, or delegate, training for all fire department personnel, and/or utilize other qualified training personnel with management approval, and maintain training records and files.
4. Assists in planning, organizing, and directing department operations.
5. Assists in researching and recommending materials for the development and revision of manuals of operation and procedure guidelines.
6. Assists in the preparation and development of departmental safety and training budget and other areas of responsibility as assigned.
7. Participates in staff meetings and other meetings, as/when required and makes suggestions and recommendations on the attainment of the goals and objectives of the safety and training division.

8. Periodically evaluates the capabilities of personnel related to their training, and where required shall develop programs for additional training for the advancement of each employee.
9. Responds to all fire and major emergency alarms, directing personnel, as may be required, in extinguishing the fire or resolving the emergency.
10. Prepare and submit to the Chief, regular and such other special reports, evaluations and recommendations relative to health, safety and training and future safety and training needs as may be required.
11. In cooperation with other officers of the department, reports on the proficiency of all members of the department.
12. May develop and implement new methods of performing various techniques required in handling all types of emergencies.
13. May assist in completing an analysis, planning, directing and evaluating the training activities necessary to handle hazardous materials, mutual aid, and water rescue and recovery for the Village of Johnson Creek.
14. May perform the duties of other officers and other related duties as assigned.
15. Assures compliance to all State of Wisconsin firefighter safety requirements
16. Chairs the health and safety committee as required by State of Wisconsin SPS 330.
17. Assumes support role in firefighter recruitment efforts and activities.
18. Assumes leadership role and promotes effective leadership and supervision practices with adherence to all Village policies.

Other Knowledge, skills and abilities.

- Wide knowledge of the theory, practices and methods of safety and training.
- Ability to survey and determine the basic training needs of the department.
- Ability to plan, develop, and implement effective training which meets the predetermined needs of the department.
- Ability to develop safety and training materials.
- Ability to evaluate both in-service and out-of-service training for effectiveness.
- Thorough knowledge of modern fire fighting methods and practices.
- Thorough knowledge of first-aid principles and practices.
- Considerable knowledge of the operations and maintenance of the various types of apparatus and equipment used in fire fighting activities together with the ability to supervise the effective and safe use of such equipment and apparatus.
- Ability to lead effectively, maintain discipline, accept lines of authority, promote harmony, and cooperate with others to establish and maintain effective working relationships.
- Ability to understand and effectively carry out instructions to react quickly and calmly under emergency conditions, and to display seasoned judgment in making working decisions.
- Thorough knowledge of the location of streets, water supplies, and types of building construction, sprinklers, and detection devices and special fire hazards in the Village of Johnson Creek.
- Ability to evaluate fires, recognizes dangers, and takes immediate action necessary for the protection of life and property.
- Ability to express ideas clearly and concisely to groups and to individuals.
- Ability to establish and maintain effective working relationships.
- Ability to perform physical tasks under varying weather conditions.
- Conducts oneself with maturity and integrity at all times.

Education and Experience: High school diploma or equivalent is required. Must have and maintain a valid State of Wisconsin driver's license. Must be certified as a Wisconsin Certified Fire Instructor, and Fire Officer. Must be certified and maintain a CPR and Basic First Aid card. Must have NIMS ICS-100, 200, 300 and ICS-700 and be able to obtain additional certifications as required.

Additional Requirements: The individual must comply with the employer's random drug and alcohol testing requirements.

Village of Johnson Creek

Position Description



Department: Fire and EMS

Position Title: Director of Emergency Medical Services

Date: 27 April 2012

Assumption of Duties: Immediately

Stipend: 20 hours per week

Reports to: Fire and EMS Chief

Probation period: 6 months

Evaluations: Every 3 months

General Description and Duties of the Position (The following duties are normal for this position, however they are not to be construed as all-inclusive and other duties and tasks may be required and assigned.)

This is a management position responsible for all phases of emergency medical services; duties involve the development, planning, organization, and direction of a comprehensive department-wide emergency medical service program, and participation in all the activities and programs for all personnel within the Johnson Creek Fire & EMS Department. Work assignments are under the supervision of the Fire Chief and the Assistant Chief of EMS. Assignments are broad in nature and afford the exercise of independent judgment in relation to the administration and coordination of the department's emergency medical service program and rescue activities. Further, assignments may include special technical work in addition to regular duties. Work is reviewed through periodic performance reports, observation of results achieved and one-on-one conferences. As assigned this position supervises all medically trained personnel in the Johnson Creek Fire & EMS Department.

General Description and Duties of the Position (The following duties are normal for this position, however they are not to be construed as all-inclusive and other duties and tasks may be required and assigned.)

- Works with other staff to develop written goals and objectives for the emergency medical service program.
- Develop, organize, implement and maintain a department-wide medical training program which will effectively and efficiently attain program written goals and objectives through the use of accepted standards, teaching materials, apparatus, tools, equipment, etc.
- Serves as the Quality Control Officer, as delegated by the Chief of EMS, for all medically trained personnel within the Johnson Creek Fire & EMS Department.
- Schedules and conducts medical training of all Fire Department personnel, and/or utilize other qualified training personnel, with approval of the Assistant Chief of EMS.

- Schedules appropriate staffing on Medic and Rescue units each day.
- Assists in maintaining all medical training records and files.
- Maintains adequate inventory of medical supplies and other equipment necessary to maintain the provision of the emergency medical service program.
- Assists in preparing any applications for licensure as an emergency medical service provider and ensures that these licenses are maintained.
- Assists in planning, organizing, and directing department operations.
- Assists in researching and recommending materials for the development and revisions of manuals of operation and procedure guidelines.
- Assists in the preparation and development of the departmental emergency medical services budget.
- Participates in staff meetings and other meetings, as required and makes suggestions and recommendations on the attainment of the goals and objectives of the emergency medical service program.
- Periodically evaluates the capabilities of personnel related to their medical training, and where required shall develop programs for additional medical training for any employee(s) in need.
- Participates in program promotional procedures as assigned.
- Make periodic inspections of ambulances and other medical apparatus/equipment to ensure all local, state, and federal rules/regulations for the provision of emergency medical services are met.
- Prepare and submit to the Assistant Chief of EMS, regular and such other special reports, evaluations and recommendations relative medical training and future medical program needs as may be required.
- In cooperation with other officers of the department, reports on the proficiency of all medically trained members of the department.
- May develop and implement new methods of performing various techniques required in handling emergencies.
- May assist in completing an analysis, planning, directing and evaluating the medical activities necessary to handle hazardous materials, mutual aid, and water rescue and recovery for the Village of Johnson Creek.
- Participates in related department public education/relations activities.
- May perform the duties of other officers supervising assigned personnel and other related duties as assigned.
- Assists with compliance of the Health Insurance Portability and Accountability Act of 1996 (HIPPA)- Security and Privacy Officer.

- Assumes support role in EMS recruitment efforts and activities.
- Assumes leadership role and promotes effective leadership and supervision practices with adherence to all Village policies.

Other Knowledge, skills and abilities.

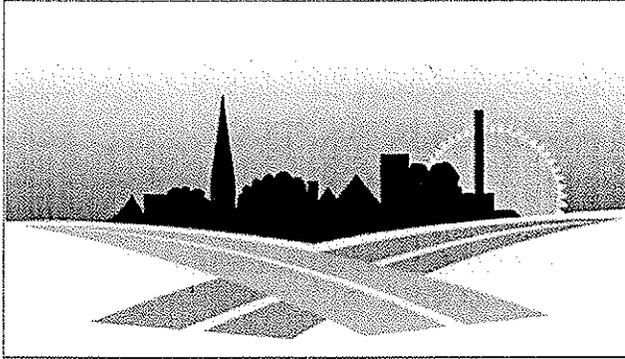
- Considerable knowledge of emergency medical services methods, techniques, and practices.
- Considerable knowledge of apparatus used in emergency medical services.
- Considerable knowledge of regulations, ordinances, and laws regarding emergency medical services.
- Ability to survey and determine the medical training needs of the department.
- Wide knowledge of the theory, practice, and methods of training.
- Ability to develop medical training materials.
- Ability to evaluate in-house and off-site medical training for effectiveness.
- Ability to understand and effectively carry out instructions, to react quickly and calmly under emergency conditions, and display seasoned judgment in making working decisions.
- Ability to express ideas clearly and concisely to groups and individuals.
- Ability to learn the operation of a variety of vehicles and equipment as required.
- Ability to perform physical tasks under varying weather conditions.
- Ability to establish and maintain effective working relationships.
- Conducts oneself with maturity and integrity at all times.

Education and Experience: High school diploma or equivalent is required. Must have and maintain a valid State of Wisconsin driver's license. Must be certified as a Wisconsin Paramedic or Wisconsin EMT-I. Must maintain a current American Heart Association CPR card. Must have NIMS ICS-100, 200, 300 and ICS-700 and be able to obtain additional certifications as required.

Additional Requirements: The individual must comply with the employer's random drug and alcohol testing requirements.

Village of Johnson Creek

Crossroads With A Future



RESOLUTION 57-12

AMEND INTERNAL CONTROL POLICY

Village Board 6-11-12

Requested by: Protection and Welfare Committee

Introduced by: Trustee Greg Schopp

RESOLUTION 57-12

AMEND
INTERNAL CONTROL POLICY

THE VILLAGE BOARD OF THE VILLAGE OF JOHNSON CREEK, JEFFERSON COUNTY, WISCONSIN, DOES RESOLVE AS FOLLOWS:

WHEREAS, annually the Village adopts an internal control policy to reflect procedure in daily, monthly and yearly activities including purchasing, fiscal control including billing, collection and payments for both goods and services purchased and services delivered, borrowing, investments, and budgeting,

WHEREAS, the internal control policy should reflect actual practices as well as encourage best practices in the administration of Village government,

WHEREAS, implementation of the internal control policy supports ordinances, resolutions and policy as enacted by the Village Board of Trustees in the management of Village activities on a daily basis,

WHEREAS, the Internal Control Policy shall be in effect until the annual meeting of the Village Board on April 16th, 2013

WHEREAS, the Protection and Welfare Committee recommends amending the internal control policy to permit the Fire Chief to authorize, at his discretion, the use of fire department vehicles by fire personnel from Johnson Creek Fire Department premises, and

NOW THEREFORE BE IT RESOLVED, the Village Board of Trustees of the Village of Johnson Creek approve the amended 2012/2013 Internal Control Policy effective through April 16th, 2013,

BE IT FURTHER RESOLVED, that the Village Administrator and Village Clerk/Treasurer have the authority to effectuate this resolution.

Adopted by the Village Board of Trustees this 11th day of June, 2012.

Michelle Kaltenberg, Village President

ATTEST:

Joan Dykstra, Clerk – Treasurer

The Village of Johnson Creek was incorporated in 1903.

The Village of Johnson Creek elects the Village President and Village Trustees for two-year terms of office. Three trustees are elected each year. The Village President is elected in odd-numbered years.

TABLE OF ORGANIZATION:

1. The fiscal year of the Village of Johnson Creek is January 1 through December 31.
2. The Village Board of Trustees holds its Annual Meeting on the third Tuesday of April to establish the regular monthly committee-meeting schedule. The Village Board's regular meeting is held on the second and fourth Monday of the month beginning at 5:30 p.m., or as otherwise noticed by the Village Clerk. Public notice of the meeting is posted at the main entrance of the Village Hall, Johnson Creek Library and the Post Office. All meeting notices and attachments shall also be posted on the Village online webpage (johnsoncreek-wi.us). Public notice of the meeting is also sent to the Watertown Daily Times.
3. **STANDING COMMITTEES:**
 - Protection and Welfare Committee** The Protection and Welfare Committee shall be responsible for police and fire district representation, law enforcement, traffic safety, nuisances, public health and community programs. Protection and Welfare Committee shall meet, as needed, or the first Tuesday of each month at 6:00 p.m.
 - Improvements and Services Committee** The Improvement and Services Committee shall be responsible for all sewer, water, street and light utilities, sanitation, weed control, zoning, land use, recycling, parks, park recreation and park trails. Improvements and Services Committee shall meet, as needed, or the first Wednesday of each month at 6:00 p.m.
 - Personnel and Finance Committee** The Personnel and Finance committee shall be responsible for all personnel hiring, evaluations, disciplinary action, employee evaluations, negotiations, accounts, claims bonds, publications and licenses. Personnel and Finance shall meet, as needed, or the first Thursday of each month at 6:00 p.m.
4. **Plan Commission** The Commission shall make and adopt a Comprehensive Master Plan for the physical development of the Village and any area outside of its boundaries which, in the Commission's judgment, bears relation to the development of the Village. The Plan Commission may from time to time amend, extend or add to the Comprehensive Master Plan or carry any part or subject matter into greater detail. The Comprehensive Master Plan shall show the Commission's recommendations and may include those items set forth in §62.23(2) and (3), Wis. Stats. The Plan Commission shall meet, as needed, or the third Thursday of each month at 5:30 p.m.
5. **Park Committee** The Park Committee shall develop, adopt and revise, as may be necessary from time to time, a comprehensive park plan for development and maintenance of Village parks, develop, adopt and revise, as may be necessary from time to time, detailed development and maintenance plans for individual parks, develop capital improvement programs for adoption by the Village Board and educate and foster communication with Village residents regarding its recommendations for park projects and recreational activities in the Village. The Park Committee shall meet, as needed, or on the first Monday of each month at 5:00 p.m.

DEPOSITORY INSTITUTIONS

1. Depository Institutions are to be established at the Annual Village Board meeting, they are as follows:
 - a. Depositories:
 - 1) American National Bank – Helenville
 - 2) Associated Bank – Lake Mills & Watertown
 - 3) Badger Bank – Johnson Creek
 - 4) Bank of Lake Mills – Lake Mills & Watertown
 - 5) Chase Bank – Watertown
 - 6) Citizens Bank – Jefferson
 - 7) County City Credit Union – Jefferson
 - 8) Fort Community Credit Union – Jefferson and Fort Atkinson
 - 9) Greenwood’s State Bank – Lake Mills
 - 10) Ixonia State Bank – Watertown and Ixonia
 - 11) Johnson Bank – Fort Atkinson
 - 12) Landmark Credit Union - Watertown
 - 13) M& I Bank – Watertown
 - 14) Premier Bank – Johnson Creek
 - 15) State Bank of Reeseville – Reeseville & Watertown
 - 16) Summit Credit Union – Lake Mills
 - 17) Town and Country Bank - Watertown
 - 18) Local Government Investment Pool

All deposits, without limit, must be secured by federal or state law or collateralized with securities guaranteed by the full faith of the United States of America.

BUDGET:

The Budget is prepared, presented, published and adopted in accordance with Chapter 15 Budget and Finances of the Village Code of Ordinances.

1. The Administrator’s proposed budget shall be presented to the Committee of the Whole on August 13th at 5:30 p.m.
2. The Committee of the Whole shall continue to meet throughout, August, September and the first two weeks of October, if necessary, to provide a tentative 2012 budget to the Village Board of Trustees by October 8th.
3. The Johnson Creek Fire Department budget shall be presented to the members of the Johnson Creek Fire District prior to October 1st.
4. The Administrator, Clerk/Treasurer, Deputy Clerk/Treasurer and Administrative Assistant shall gather the necessary data from the State of Wisconsin, Wisconsin Department of Transportation, Wisconsin Department of Revenue, or provide best estimate if data is unavailable to provide a Village tax mill rate prior to the final adoption of the budget.
5. The proposed budget shall be presented at a public hearing fifteen (15) days after being published for adoption by the Village Board of Trustees at a special Village Board meeting on November 26th, 2012 at 5:30 p.m.
6. The Village Board of Trustees shall review the budget and make any necessary changes on a quarterly basis, as needed.

PURCHASES:

PURPOSE:

The purpose of this policy is to provide for the fair and equitable treatment of all persons involved in public purchasing by the Village of Johnson Creek, to maximize the purchasing value of public funds in procurement, and to provide safeguards for maintaining a procurement system of quality and integrity.

OBJECTIVES:

The objectives of the Village's purchasing policy are:

1. To ensure materials, equipment and services are purchased at the lowest prices consistent with quality and performance;
2. To provide adequate controls over Village expenditures and financial commitments with proper documentation;
3. To obtain quality goods required by Village departments and ensure these goods are at the place and time needed, and,
4. To provide a standardized system of purchasing for use by all Village departments.

PURCHASES:

1. All purchases over \$10,000 are based on an RFP advertised for bid with Village Board of Trustees approval by resolution. Exceptions require Village Board of Trustees Approval.
2. All purchases \$7,500 - \$10,000 are based on at least three (3) written quotes with department recommendation on Village Purchase Order and Administrator granting final approval. All purchases for a sole supplier require Administrator approval.
3. All purchases \$1,000 - \$7,500 require at least two (2) written quotes with department recommendation on Village Purchase Order and Administrator granting final approval. All purchases from a sole supplier require Administrator approval.
4. All purchases less than \$1,000 within any department require approval of the department head who must sign any invoice presented to Clerk/Treasurer.
5. Repairs under \$2,500 due to a "sudden unexpected occurrence" or emergency may be let to the extent necessary to resolve such emergency without public advertisement or competitive bidding with approval of the Department Head or Village Administrator. Any such expenditure shall be reported to the Village Board of Trustees.
6. Repairs over \$7,500 due to a "sudden unexpected occurrence" or emergency may be let to the extent necessary to resolve such emergency without public advertisement or competitive bidding. To rely on this exception, the Village Board of Trustees has to meet and declare, by resolution; an emergency exists that endangers the public health and welfare of the Village. The minimum two (2) hour notice requirement under the open meetings law applies to such meetings. In the event the Village Board of Trustees is unable to meet within the necessary time frame, the Village President may approve the emergency purchase. The Village Board of Trustees would then meet as soon as possible after the emergency to ratify the decision.
7. Purchases exceeding any budgeted line item shall be reported to the Village Board of Trustees.
8. Checks are cut by the Administrative Assistant or designee upon receipt of an invoice, as signed and coded with the appropriate budgeted General Ledger account by the department head. These are then submitted to the Village Board of Trustees for approval prior to payment. Any invoice, bill or receipt requiring payment prior to the next meeting of the Village Board of Trustees shall require approval of the Administrator with payment reported to the Village Board of Trustees.
9. Billing of contracted services is reviewed by the Clerk/Treasurer and approved by the Administrator prior to submittal to the Village Board of Trustees for approval.
10. All spoiled checks are marked voided and retained by the Clerk /Treasurer for review.
11. Bank statements are received at the Clerk/Treasurer's office and submitted to the Clerk/Treasurer unopened. The Deputy Clerk/Treasurer then does the reconciliation.

VENDOR DISCOUNTS

It is the policy of the Village of Johnson Creek to take advantage of all available vendor/trade discounts and government pricing. Gifts or gratuities shall not be accepted. Purchasers may only accept price discounts by invoice.

CENTRAL PURCHASING

Many of the items purchased by the Village are commonly used by all or several departments. By consolidating the needs of all departments, the Village can take advantage of price discounts for large quantity orders of these items.

USE OF CREDIT CARDS

The Village of Johnson Creek shall issue credit cards to authorized credit card users. The Administrative Assistant shall maintain a listing of all authorized credit card users as well as the names of the applicable credit card companies. Credit cards shall have a maximum credit limit of \$1,000. Receipts for credit card purchases must be submitted to the Administrative Assistant or Clerk/Treasurer on the same day or as soon thereafter as possible. Credit card purchases shall not exceed the credit limit prior to Village Board of Trustees approval of all purchases. Department heads must provide detailed receipts for all items purchased with a credit card to the Clerk/Treasurer.

DISPOSITION OF SURPLUS PROPERTY

When personal property owned by the Village of Johnson Creek no longer serves any useful purpose in the department in which it is located the department head shall first determine whether any other Village department needs such property. All other property shall be considered surplus and may only be disposed of with the Village Board of Trustees approval by resolution.

USE OF FIRE DEPARTMENT VEHICLES

The Fire Chief may authorize, at his discretion, the use of Fire Department vehicles by fire personnel from Johnson Creek Fire Department premises.

LOCAL MERCHANTS

Taking price and service into account, the Village shall give due consideration to local merchants.

FUEL PURCHASING

Fuel purchases for Village vehicles and equipment shall be bid on a six month basis. Bidding shall be based on a cent per gallon discount from listed market prices during the bid period.

EMPLOYEE CONFLICT OF INTEREST

It shall be unethical for any Village employee to participate directly or indirectly in a procurement contract when the Village employee knows that:

1. The Village employee or any member of the Village employee's immediate family has a financial interest in the procurement contract; or
2. Any other person, business, or organization with whom the Village employee or any member of a Village employee's immediate family is negotiating or has an arrangement concerning prospective employment, is involved in the procurement contract.

ACCOUNTS PAYABLE REPORTS:

1. Accounts payable reports are prepared by the Administrative Assistant and submitted to the Clerk/Treasurer.
2. The Clerk/Treasurer submits the Cash Balances and Account Payable reports to the Village Board of Trustees at the regular meeting or whenever needed.

SEWER AND WATER:

1. The Village bills for water and sewer usage. Billing is based on monthly metered water usage as determined by the Public Service Commission.
2. The Deputy Clerk /Treasurer on a monthly basis bills metered water users.
3. Collected receipts are deposited in a segregated fund.
4. Water users are notified of discrepancies in monthly usage to detect leaks.
5. Adjustments are approved in accordance with the Leak Adjustment Policy.

PAYROLL:

1. The Village Board of Trustees reviews wages annually. Administrator recommendations are submitted to the Village Board of Trustees, in accordance with employee labor contracts. The Village Board of Trustees approve by resolution all wages and compensation for the Fiscal Year beginning January 1.
2. Pay period is a two-week period ending with the last shift on Saturday night.
3. Payday is the following Friday except if a holiday where the payday shall be the day preceding the holiday.
4. Police, Public Works, Water and Sewer Hourly employees use a time card with a time clock.
5. Time cards are reviewed and initialed by Department Heads and then submitted to the Administrative Assistant to be processed. The Village Administrator approves all Department Head time sheets prior to processing.
6. All overtime is approved by the Department Head and reported to the Village Administrator.
7. All sick time and vacation time is approved by the Department Head. Department Heads shall have vacation and sick time approved by the Village Administrator.
8. Paychecks are prepared by the Deputy Clerk/Treasurer or the Clerk/Treasurer.
9. Payroll withholding taxes are deposited as required by law.
10. Miscellaneous withholding amounts are deposited as per agreements (deferred compensation, garnishments, insurance coverage, etc.)
11. Monthly, quarterly, annual reports and W2's are prepared by the Deputy Clerk/Treasurer or the Clerk/Treasurer.

EMPLOYEES:

1. Personnel files are maintained for each employee.
Files:
 - a. Employment application and any documentation gained while investigating employee for a position. Minimum requirement of all operators is a valid driver's license, a copy of which is placed in the employee's personnel file.
 - b. Date employed, pay rate, authorization for payroll deductions, earning records, evaluations, W-4 form, I-9 form, copy of driver's license.
 - c. A listing of information given to employee (insurance booklet, deferred compensation brochure, etc.).
 - d. An employee may review his personnel file upon written request.

FUND ACCOUNTING:

1. All incoming mail is received by the Administrative Assistant, date stamped and distributed to proper personnel.
2. All general and accounting correspondence (excluding all bank statements) are opened, reviewed and recorded by the Administrative Assistant.
3. All bank statements and bank correspondence are given to the Clerk/Treasurer unopened.
4. All cash payments received from a customer is given a receipt. All checks received are immediately stamped "For Deposit Only". The Clerk/Treasurer is notified when checks and/or cash are prepared for deposit. The Deputy Clerk/Treasurer deposits at least weekly.

5. All items returned for NSF or miscellaneous reasons are returned by the financial institutions to the Clerk/Treasurer. The Clerk/Treasurer reports the information to the Deputy Clerk/Treasurer for collection.
6. Money is deposited into financial institution accounts that are designated by the Village Board of Trustees. The Village Clerk/Treasurer and/or Deputy Clerk/Treasurer, in conjunction with the Village President and Village Administrator, shall open, close and maintain accounts including checking, money market and certificates of deposit at those depository institutions as approved by the Village Board of Trustees.
 - A. General Fund -- 1
 - a. Sources of Income
 - i. Tax Revenue
 - ii. Intergovernmental Revenues
 - iii. Regulation & Compliance (Licenses)
 - iv. Public Charges for Services
 - v. Special Assessment Revenue
 - vi. State Aids
 - vii. Miscellaneous Revenues
 - viii. Interest Revenues
 - b. Expenses
 - i. All costs for the operation and maintenance of the Village
 - B. Special Funds
 - a. Water
 - i. Source of Income
 - a. Water Usage Income
 - b. Interest Income
 - c. Rental Income
 - ii. Expenses
 - a. All costs for the operation and maintenance of the Water Department
 - b. Sewer
 - i. Source of Income
 - a. Sewer Usage Income
 - b. Interest Income
 - ii. Expenses
 - a. All costs for the operation and maintenance of the Sewer Department
 - c. TIF #2
 - i. Source of Income
 - a. General Property Taxes
 - b. Special Assessment Fees
 - c. Interest Income
 - ii. Expenses
 - a. All Administrative and construction costs for projects within the TIF District
 - d. TIF #3
 - i. Source of Income
 - a. General Property Taxes
 - b. Special Assessment Fees
 - c. Interest Income
 - ii. Expenses
 - a. All Administrative and construction costs for projects within the TIF District
 - e. Library
 - i. Source of Income
 - a. Property Taxes
 - b. Fees
 - c. Grants
 - d. Interest Income
 - ii. Expenses

- a. All costs for the operation and maintenance of the Library
 - f. Room Tax
 - i. Source of Income
 - a. Room Fees
 - iii. Expenses
 - a. All costs for support of tourism activities
 - g. FIRE/EMS
 - i. Sources of Income
 - a. General Property Taxes
 - b. Intergovernmental Revenues
 - c. Public Charges for Services
 - d. Miscellaneous Revenues
 - ii. Expenses
 - a. All costs for the operation and maintenance of the FIRE/EMS
- 7. All cash disbursements are made by pre-numbered checks and signed by the Village President and Clerk/Treasurer.
- 8. All blank checks are stored in the vault in the Clerk/Treasurers office.
- 9. The Clerk/Treasurer's Bond is at \$20,000 and Employee Dishonesty Policy at \$100,000

CLERK/TREASURER'S FUNCTIONS:

1. The Clerk/Treasurer receive from the Deputy Clerk/Treasurer all checks and cash receipts. The Deputy Clerk/Treasurer and/or Clerk/Treasurer deposit them in the appropriate fund.
2. The Clerk/Treasurer and/or Deputy Clerk/Treasurer shall record all deposits in General Ledger.
3. Money shall not be collected, deposited and recorded by the same individual. Bank statement reconciliation shall be rotated monthly between the Clerk/Treasurer and Deputy Clerk/Treasurer.
4. All statements and correspondence from the banks are received by the Clerk/Treasurer from the Administrative Assistant unopened.
5. All bank statements are reconciled against the balance sheet on a monthly basis. All checks outstanding for a period of six (6) months are reported to the Clerk/Treasurer for investigation. If necessary, a stop payment order is requested and a new check issued. All checks outstanding after one-year are approved by the Village Board of Trustees by resolution and are written off.
6. All miscellaneous transactions are recorded on the General Journal sheet and given to the Clerk/Treasurer and or Deputy Clerk/Treasurer for general posting (i.e. interest, bank charges).
7. Investments
 - a. The Clerk/Treasurer reviews all funds with the Village Board of Trustees at each Board meeting.
 - b. The Village Board approves the depositories for each fiscal year at the Annual Meeting.
 - c. The Clerk/Treasurer makes the investments. All Certificates of Deposit are kept in the Village's safe deposit box located in the financial institution of our primary checking account.
8. The Village Board of Trustees directs the Clerk/Treasurer to be responsible for the payment of all interest and principal on outstanding bonds and associated charges.
9. Letters of Credit – All letters of credit received are kept with the project file in the Clerk/Treasurer's office.
10. The Village Clerk/Treasurer shall examine all invoices submitted for payment, for discrepancies in billing, costs and product delivery. Any discrepancies shall be reported to the Village Administrator and the Village Board of Trustees.

PETTY CASH:

1. The maximum amount of cash in petty cash at any time is \$100.00
2. Petty cash is kept in the Clerk/Treasurer's office in a separate box in the vault.
3. All disbursements from petty cash are replaced with a paid receipt.
4. To replenish petty cash, a check is drawn from the appropriate Fund. This disbursement is charged to the appropriate budget item as per the receipts attached. The Village Board of Trustees at the monthly Board meeting reviews the disbursement of petty cash.

LONG-TERM BORROWING:

State Statutes restrict the Village from borrowing funds in excess of five percent (5%) of its current equalized value for general obligations purposes.

PROPERTY TAXES:

The Property Tax Levy is determined within the budget process as defined in Chapter 15 of the Village Code of Ordinances and this internal control policy. The Tax Levy shall be prepared by the Village Clerk/Treasurer and the Village Administrator to be presented at public hearing, reviewed and approved by the Village Board of Trustees at a special Village Board meeting on November 26th, 2012 at 5:30 p.m.

REAL AND PERSONAL PROPERTY ASSESSMENT:

State Statutes require the Village to conduct a revaluation of all real and personal property within five years of the year in which the Village's assessed value is less than ninety percent (90%) of the Wisconsin Department of Revenue Equalized Value for the Village

EXPANDING VILLAGE BOUNDARIES:

1. As needs arise the Village will consider petitions for annexations and pre-annexations.
2. The Village Board of Trustees establishes the annexation and pre-annexation fees.

AS REVIEWED AND REVISED by the Village Board of Trustees of the Village of Johnson Creek, Jefferson County, Wisconsin this 11th day of June, 2012.

VILLAGE OF JOHNSON CREEK,

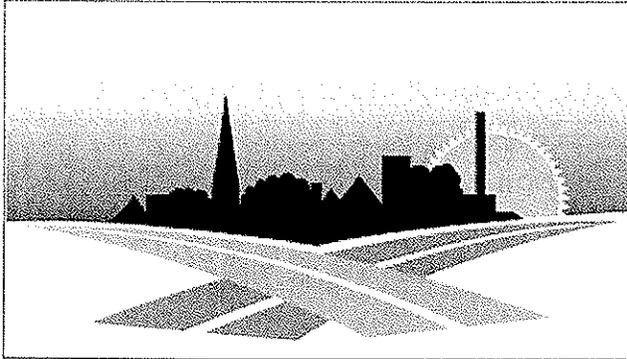
BY: _____
Michelle Kaltenberg, Village President

ATTEST:

Joan Dykstra, Clerk Treasurer

Village of Johnson Creek

Crossroads With A Future



RESOLUTION 49-12

**INN TERNET HOTELS, LLC
DBA: COMFORT SUITES, JOHNSON CREEK
COMBINATION CLASS B HOTEL/ BANQUET LICENSE FOR 2011/2012**

Village Board 06-11-12

Requested by: Village Clerk-Treasurer

Introduced by: Village Trustee Tom Kupsche

RESOLUTION 49-12

INN TERNET HOTELS, LLC
DBA: COMFORT SUITES JOHNSON CREEK
COMBINATION CLASS B HOTEL/ BANQUET LICENSE FOR 2011/2012

THE VILLAGE BOARD OF THE VILLAGE OF JOHNSON CREEK, JEFFERSON COUNTY, WISCONSIN,
DOES RESOLVE AS FOLLOWS:

WHEREAS, the following application has been received and filed with the Village Clerk for the following license, and

WHEREAS, the applicant must meet the provisions of Johnson Creek Municipal Code Chapter 150-7C, and

NOW THEREFORE BE IT RESOLVED, that the license is issued to the following for the purpose so stated for the year ending June 30, 2012;

CLASS B COMBINATION LIQUOR AND BEER FOR HOTEL/BANQUET FACILITY
INN TERNET HOTELS, LLC DBA: Comfort Suites Johnson Creek - 725 Paradise Ln
Agent David Christopher Entwistle, 431 NW Barstow St. #1, Waukesha WI, 53188

BE IT FURTHER RESOLVED, that this license is issued subject to compliance with all municipal code requirements for issuance of the license and the Village Administrator and/or Village Clerk-Treasurer have the authority to effectuate this resolution.

PASSED AND ADOPTED by the Village Board of Trustees this 11th day of June 2012.

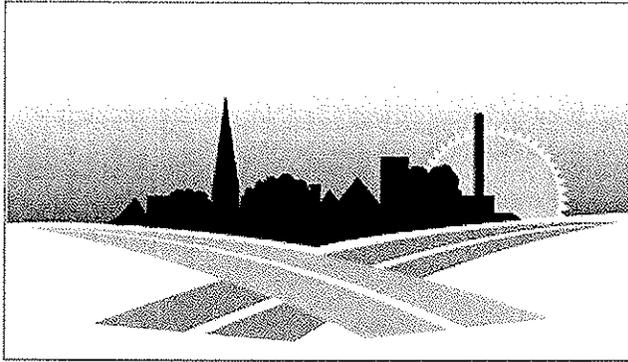
Michelle Kaltenberg, Village President

ATTEST:

Joan Dykstra, Clerk-Treasurer

Village of Johnson Creek

Crossroads With A Future



RESOLUTION 50-12

APPROVING VARIOUS BEER, LIQUOR COMBINATION LICENSES FOR 2012/2013

Village Board 6-11-2012

Requested by: Village Clerk-Treasurer

Introduced by: Village Trustee David Blend

RESOLUTION 50-12

**APPROVING VARIOUS BEER, LIQUOR COMBINATION
LICENSES FOR 2012/2013**

THE VILLAGE BOARD OF THE VILLAGE OF JOHNSON CREEK, JEFFERSON COUNTY, WISCONSIN, DOES RESOLVE AS FOLLOWS:

WHEREAS, applications have been received and filed with the Village Clerk for various municipal licenses,

WHEREAS, the applicant must meet the provisions of Johnson Creek Municipal Code Chapter 150-7C. "no license shall be issued for operation of any premises upon which there is an obligation owed the Village or other financial claim, as set forth in Section 15-19, remain delinquent or are unpaid".

NOW THEREFORE BE IT RESOLVED, that the licenses be issued to the following individuals/firms for the purpose so stated for the year ending June 30, 2013

CLASS "A" BEER

Kwik Trip, Inc #487, Jenessa Mae Piotrowski, agent - 465 Village Walk Ln.

CLASS A LIQUOR AND BEER

Everest Petro LLC, DBA Johnson Creek Mobil, Ramkrishna Subedi, agent, 403 South Street
Rons Korner, Inc, DBA Linmar BP, Mike Ulsberger, agent, 880 E. Linmar Ln

CLASS B COMBINATION LIQUOR AND BEER

Bases Loaded, LLC, DBA Bases Loaded Corner Bar LLC, Michelle R. Lemminger, agent, 210 Milwaukee Street

Fiesta Garibaldi of Johnson Creek, Jose H. Rebollar, agent, 310 Milwaukee Street

Highway Harrys Inc, Crystalyn J. Glover-Earhart, agent, 710 Glover Lane

Schlesner Burri Post #305 The American Legion, Randy Dunn, agent, 223 First Street

Tappers Bar & Grill LLC, Kim Leitner, agent, 125 Milwaukee Street

CLASS B COMBINATION LIQUOR AND BEER FOR HOTEL/BANQUET FACILITY

Inn Ternet hotels LLC, DBA Comfort Suites Johnson Creek, Dave Entwistle Agent, 725 Paradise Ln

BE IT FURTHER RESOLVED, that these licenses are issued subject to compliance and the Village Administrator and/or Village Clerk-Treasurer have the authority to effectuate this Resolution.

PASSED AND ADOPTED by the Village Board of Trustees this 11th day of June 2012.

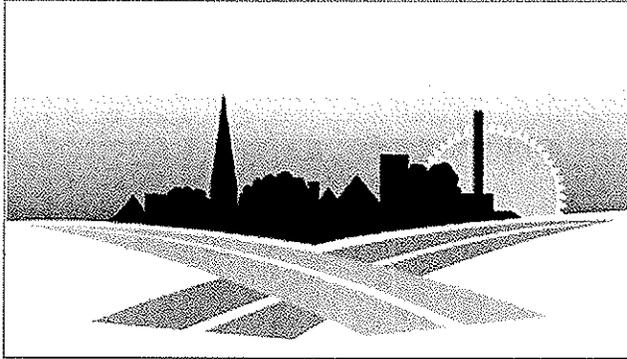
Michelle Kaltenberg, Village President

ATTEST:

Joan Dykstra, Clerk-Treasurer

Village of Johnson Creek

Crossroads With A Future



RESOLUTION 51-12

APPROVING CIGARETTE, AMUSEMENT AND OPERATORS LICENSES FOR 2012/2013

Village Board 6-11-12

Requested by: Village Clerk-Treasurer

Introduced by: Village Trustee David Blend

RESOLUTION 51-12

APPROVING CIGARETTE, AMUSEMENT AND
OPERATORS LICENSES FOR 2012/2013

THE VILLAGE BOARD OF THE VILLAGE OF JOHNSON CREEK, JEFFERSON COUNTY,
WISCONSIN, DOES RESOLVE AS FOLLOWS:

WHEREAS, the following applications have been received and filed with the Village Clerk for various
municipal licenses, and

WHEREAS, all applicants must meet the provisions of Johnson Creek Municipal Code Chapter 150-7C,
and

NOW THEREFORE BE IT RESOLVED, that the licenses be issued to the following individuals/firm
for the purpose so stated for the year ending June 30, 2013;

CIGARETTE LICENSES

Everest Petro LLC, Johnson Creek Mobil- 403 South Street
Kwik Trip Inc #487, 465 Village Walk Ln
Pine Cone Travel Plaza – 685 W. Linmar Ln
Rons Korner, Inc, DBA: Linmar BP – 880 E. Linmar Ln

AMUSEMENT LICENSES

AMC Showplace Theatres, Inc – 420 Village Walk Ln – 7 machines
Bases Loaded, LLC, 210 Milwaukee St. - 5 machines
Everest Petro LLC, Johnson Creek Mobil- 403 South Street -1 machine
Fiesta Garibaldi of Johnson Creek – 310 Milwaukee St. - 3 machines
Pine Cone Travel Plaza, 685 W. Linmar Ln - 5 machines
Schlesner Burri, Post #305 The American Legion, 223 First St. -1 machines
Tappers Bar & Grill, LLC, 125 Milwaukee St. - 9 machines

OPERATORS LICENSES:

**American Legion Post 305,
Schlesner-Burri**

John O. Becker
Rhonda S. Caraballo
Tori L. Weller
Kelly J. Wolfschlager

JC Pioneers Baseball

Kristen, L. Corrie

Comfort Suites

Andrea Montour

**Everest Petro, LLC
(Johnson Creek Mobil)**

Nabin Munikar
Laurie K. Murray

Hi-way Harry's

Ashley L. Antisdell
Michelle L. Briggs
Brooke L. Fellenz
Donald A. Frank
Andrew J. Gerczak
Kassi L. Hoepfner
Jessica L. Melchior
Michael R. Smith
Elita D. Talamantes
Ann M. Zimmerma

Kwik Trip

Carolyn M. Acheson
Jane A. Bemis
Rickylu Catteruccia
Judith A. Dow
Amber G. Gonska
Lori M. Hogan
Jerry C. Kaulback
June E. McCaffery
Dawn A. Pint
Annalee Ruder
Leigh A. Scherer
Rebecca R. Wegner
Ashly L. Wendt
Rachel M. Zoellick

Linmar bp

Jeff A. Brunk
Erin Davison
Sandra L. Glascock
Lesley L. Lovelien
Harold O'Marrah

Tappers Bar & Grill

Marylyn A. Becker
Justin T. Hall
Adolfo Ramos
Candra L. Seekamp
Tori L. Weller
Amber M. Woods
Brandon M. Woods

Independent License

Kyle David (J C Youth Baseball Association)
Marvin Leschinsky
Randy D. Dunn

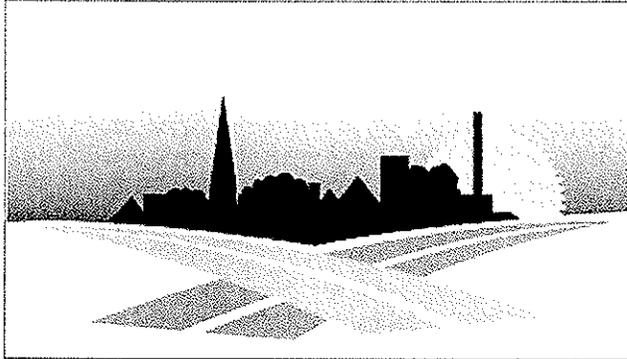
BE IT FURTHER RESOLVED, that these licenses are issued subject to compliance with all municipal code requirements for reissuance of the license and the Village Administrator and/or Village Clerk-Treasurer have the authority to effectuate this resolution.

PASSED AND ADOPTED by the Village Board of Trustees this 11th day of June 2012.

Michelle Kaltenberg, Village President

ATTEST:

Joan Dykstra, Clerk-Treasurer



RESOLUTION 52-12

**APPROVE MOBILE HOME COMMUNITY LICENSES FOR
BACK ACRES AND VILLAGE TERRACE FOR 2012/2013**

Village Board 6-11-12

Requested by: Village Clerk-Treasurer

Introduced by: Village Trustee David Blend

RESOLUTION 52-12

APPROVING MOBILE HOME COMMUNITY LICENSES FOR
BACK ACRES AND VILLAGE TERRACE 2012/2013

THE VILLAGE BOARD OF THE VILLAGE OF JOHNSON CREEK, JEFFERSON COUNTY, WISCONSIN,
DOES RESOLVE AS FOLLOWS:

WHEREAS, applications have been received and filed with the Village Clerk for Mobile Home
Community licenses,

WHEREAS, the applicants have met the provisions of Johnson Creek Municipal Code Chapter
150-7(C) which requires all taxes, assessments or other financial claims due to the Village to be paid.

NOW THEREFORE BE IT RESOLVED, that a license be issued to the following Mobile
Home Communities for the year ending June 30, 2013:

- Back Acres Mobile Home Park, LLC – 105 Aztalan St. 50 spaces or less
- Village Terrace Mobile Home Park, LLC – 212 Mary St. 150 spaces or less

BE IT FURTHER RESOLVED, the Village Administrator and/or Village Clerk-Treasurer have
the authority to effectuate this Resolution.

PASSED AND ADOPTED by the Village Board of Trustees this 11th day of June 2012.

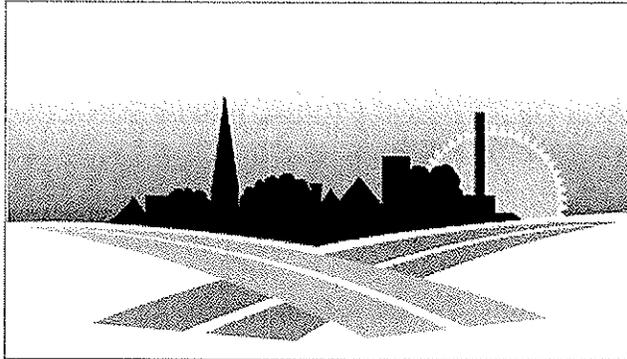
Michelle Kaltenberg, Village President

ATTEST:

Joan Dykstra, Clerk-Treasurer

Village of Johnson Creek

Crossroads With A Future



RESOLUTION 53-12

NEW BUSINESS –BOOK WAREHOUSE

Village Board 06-11-12

Requested by: Village President Michelle Kaltenberg

Introduced by: Village President Michelle Kaltenberg

RESOLUTION 53-12

NEW BUSINESS –BOOK WAREHOUSE

THE VILLAGE BOARD OF THE VILLAGE OF JOHNSON CREEK, JEFFERSON COUNTY, WISCONSIN, DOES HEREBY RESOLVE AS FOLLOWS:

WHEREAS, Johnson Creek is recognized for its diverse business friendly community,

WHEREAS, the Village Board strongly supports the entrepreneur spirit of local business owners in the creation of jobs and tax base,

NOW THEREFORE BE IT RESOLVED, the Johnson Creek Village Board welcomes the following business into the Johnson Creek business community:

**BOOK WAREHOUSE
595 LINMAR LANE – B160**

PASSED AND ADOPTED by the Village Board of the Village of Johnson Creek this 11th day of June 2012.

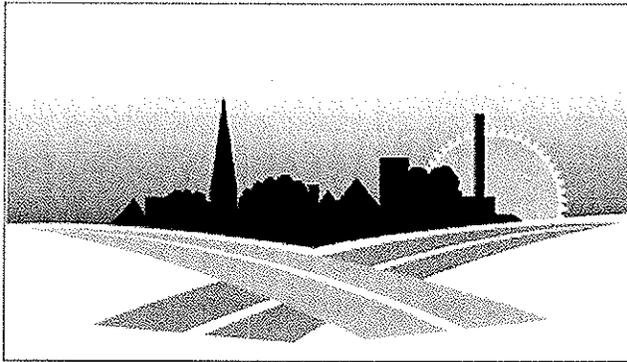
Michelle Kaltenberg, Village President

ATTEST:

Joan Dykstra, Clerk - Treasurer

Village of Johnson Creek

Crossroads With A Future



RESOLUTION 54-12

NEW BUSINESS –TOYS R US EXPRESS

Village Board 06-11-12

Requested by: Village President Michelle Kaltenberg

Introduced by: Village President Michelle Kaltenberg

RESOLUTION 54-12

NEW BUSINESS – TOYS R US EXPRESS

THE VILLAGE BOARD OF THE VILLAGE OF JOHNSON CREEK, JEFFERSON COUNTY, WISCONSIN, DOES HEREBY RESOLVE AS FOLLOWS:

WHEREAS, Johnson Creek is recognized for its diverse business friendly community,

WHEREAS, the Village Board strongly supports the entrepreneur spirit of local business owners in the creation of jobs and tax base,

NOW THEREFORE BE IT RESOLVED, the Johnson Creek Village Board welcomes the following business into the Johnson Creek business community:

**TOYS R US EXPRESS
575 LINMAR LANE – A80**

PASSED AND ADOPTED by the Village Board of the Village of Johnson Creek this 11th day of June 2012.

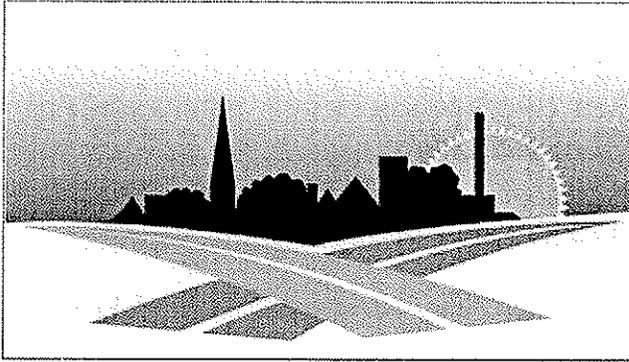
Michelle Kaltenberg, Village President

ATTEST:

Joan Dykstra, Clerk - Treasurer

Village of Johnson Creek

Crossroads With A Future



RESOLUTION 55-12

NEW BUSINESS –PAM'S CREATIVE KUTS, LLC

Village Board 06-11-12

Requested by: Village President Michelle Kaltenberg

Introduced by: Village President Michelle Kaltenberg

RESOLUTION 55-12

NEW BUSINESS –PAM’S CREATIVE KUTS, LLC

THE VILLAGE BOARD OF THE VILLAGE OF JOHNSON CREEK, JEFFERSON COUNTY, WISCONSIN, DOES HEREBY RESOLVE AS FOLLOWS:

WHEREAS, Johnson Creek is recognized for its diverse business friendly community,

WHEREAS, the Village Board strongly supports the entrepreneur spirit of local business owners in the creation of jobs and tax base,

NOW THEREFORE BE IT RESOLVED, the Johnson Creek Village Board welcomes the following business into the Johnson Creek business community:

**PAM’S CREATIVE KUTS, LLC
PAMELA KAUTZER
320 N. WATERTOWN ST.**

PASSED AND ADOPTED by the Village Board of the Village of Johnson Creek this 11th day of June 2012.

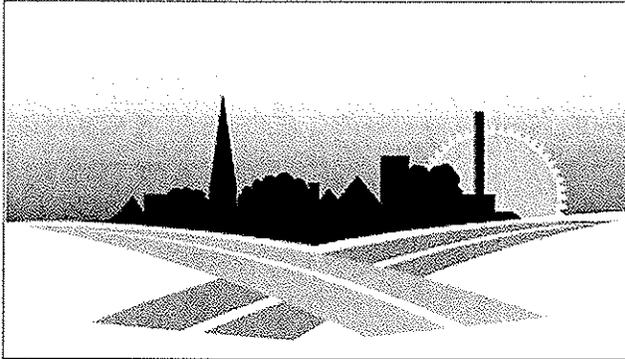
Michelle Kaltenberg, Village President

ATTEST:

Joan Dykstra, Clerk - Treasurer

Village of Johnson Creek

Crossroads With A Future



RESOLUTION 58-12

JC HISTORICAL SOCIETY REQUEST
USE OF COMPOST SITE - AZTALAN STREET
JUNE 22ND TO JUNE 25TH, 2012

Village Board 6-11-12

Requested by: Johnson Creek Historical Society

Introduced by: Village President Michelle Kaltenberg

RESOLUTION 58-12

**JC HISTORICAL SOCIETY REQUEST
 USE OF COMPOST SITE - AZTALAN STREET
 JUNE 22ND THRU JUNE 25TH, 2012**

THE VILLAGE BOARD OF THE VILLAGE OF JOHNSON CREEK, JEFFERSON COUNTY, WISCONSIN, DOES RESOLVE AS FOLLOWS:

WHEREAS, the Johnson Creek Historical Society (JCHS) has requested the use of the eastern portion of the Village compost site on Aztalan Street to use for parking and tents to celebrate their grand opening of their new facility at 110 Aztalan Street on Saturday June 23rd, and

WHEREAS, the JCHS wishes to set up tents beginning on Friday, June 22nd and remove by Monday, June 25th, 2012, and

NOW THEREFORE BE IT RESOLVED, that the Village Board of Trustees of the Village of Johnson Creek approve Johnson Creek Historical Society’s request to use the Village property at 110 Aztalan Street and the Village compost site to set up tents and allow event parking for their grand opening from June 22 to June 25, 2012, and

BE IT FURTHER RESOLVED, that the Village Administrator and Village/Clerk Treasurer have the authority to effectuate this resolution.

PASSED AND ADOPTED by the Village Board of Trustees this 11th day of June, 2012.

Michelle Kaltenberg, Village President

ATTEST:

Joan Dykstra, Clerk-Treasurer

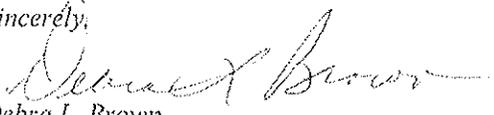
*Johnson Creek Historical Society
110 Aztalan St.
Johnson Creek, Wi. 53038*

*Village of Johnson Creek
125 Depot St.
Johnson Creek, Wi. 53038*

April 3, 2012

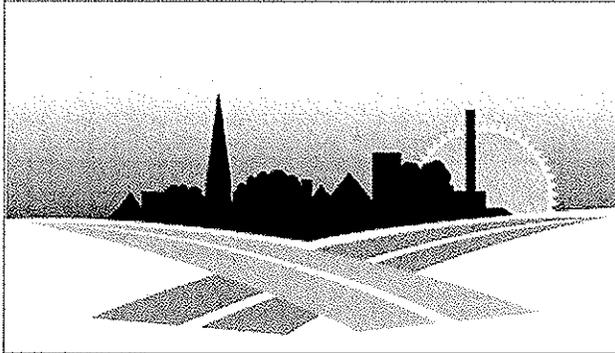
The Johnson Creek Historical Society will be having its grand opening on Saturday, June 23, 2012. We would like to invite our Village Board members to be a part of the ribbon cutting ceremony and will get the board more information as to the time of day this will happen. The society is requesting to use the parking area and the brush pile area to set up some tents with displays and demonstration for that day. We would like to set up on Friday and will have everything removed on the following Monday. If there are any questions, please contact me at (920) 699-2325.

Sincerely,


Debra L. Brown
President / Johnson Creek Historical Society

Village of Johnson Creek

Crossroads With A Future



ORDINANCE 02-12

AMEND/CREATE SECTION 33-6 PLAN COMMISSION AND SUBDIVISION ORDINANCE IMPACT FEE

Village Board 5-14-12 – 1st reading *approved 5-1*

Village Board 6-11-12

Request by: Economic Development Committee

Introduced by: Village President Michelle Kaltenberg

ORDINANCE 02-12

AMEND/CREATE SECTION 33-6
PLAN COMMISSION AND SUBDIVISION ORDINANCE
IMPACT FEE

THE VILLAGE BOARD OF THE VILLAGE OF JOHNSON CREEK, JEFFERSON COUNTY, WISCONSIN,
DOES ORDAIN AS FOLLOWS:

SECTION 1: Section 33-6 of the Johnson Creek Village Code is hereby amended as follows:

Impact fee

Description	Fee
Public safety	\$995
Sewer utility	\$79
Water utility	\$408
Parks and recreation	\$1,152
Public Works	\$271
Total Impact Fee	\$2905 \$1,152

SECTION 2: These temporary fee reductions shall be retroactive to January 1, 2012 and will remain in effect until December 31, 2012 unless or until further action by the Village Board.

SECTION 3: All ordinances or parts of ordinances conflicting with or contravening the provisions of this ordinance are hereby repealed.

SECTION 4: This ordinance shall take effect upon passage and posting as provided by law.

PASSED AND ADOPTED by the Village Board of the Village of Johnson Creek, Jefferson County, Wisconsin this 11th day of June, 2012.

VILLAGE OF JOHNSON CREEK

BY: _____
Michelle Kaltenberg, Village President

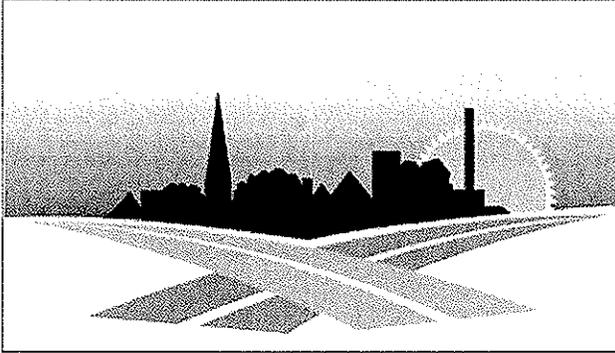
ATTEST:

Joan Dykstra, Clerk - Treasurer

Date Introduced: May 14, 2012
Date Adopted: June 11, 2012
Date Posted:
Date Published:

Village of Johnson Creek

Crossroads With A Future



ORDINANCE 03-12

REPEAL AND RECREATE SECTION 150-8 UNDERAGE POSSESSION AND CONSUMPTION OF ALCOHOL

Village Board 5-14-12 *1st reading approved 3-2*

Village Board 6-11-12

Request by: Village Trustee Rory Holland

Introduced by: Village Trustee Rory Holland

ORDINANCE 03-12

**REPEAL AND RECREATE SECTION 150-8
UNDERAGE POSSESSION AND CONSUMPTION OF ALCOHOL**

THE VILLAGE BOARD OF THE VILLAGE OF JOHNSON CREEK, JEFFERSON COUNTY, WISCONSIN,
DOES ORDAIN AS FOLLOWS:

SECTION 1: Section 150-8 of the Village Code of the Village of Johnson Creek is hereby repealed and recreated to read as follows:

150-8 UNDERAGE POSSESSION AND CONSUMPTION OF ALCOHOL

A. **DEFINITIONS.** For the purpose of this section, the following terms have the following meanings:

- (1) **Alcohol.** "Alcohol" means ethyl alcohol, hydrated oxide of ethyl, or spirits of wine, whiskey, rum, brandy, gin, or any other distilled spirits including dilutions and mixtures thereof from whatever source or by whatever process produced.
- (2) **Alcoholic Beverage.** "Alcoholic Beverage" means alcohol, spirits, liquor, wine, beer and every liquid or solid containing alcohol, spirits, wine or beer, and which contains one-half of one percent or more of alcohol by volume and which is fit for beverage purposes either alone or when diluted, mixed or combined with other substances.
- (3) **Event or Gathering.** "Event or Gathering" means any group of three or more persons who have assembled or gathered together for a social occasion or other activity.
- (4) **Host or Allow.** "Host" or "Allow" means to aid, conduct, entertain, organize, supervise, control or permit a gathering or event.
- (5) **Parent.** "Parent" means any person having legal custody of a juvenile. As a natural, adoptive parent or step-parent as a legal guardian; or as a person to whom custody has been given by order of the Court.
- (6) **Residence. Premises or Public or Private Property.** "Residence", "Premises", or "Public or Private Property" means any home, yard, farm, field, land, apartment, condominium, hotel or motel room or other dwelling unit, or a hall or meeting room, park, or any other place of assembly, whether occupied on a temporary or permanent basis, whether occupied as a dwelling or specifically for a party or other social function, and whether owned, leased, rented, or used with or without permission or compensation.
- (7) **Underage Person.** "Underage Person" is any individual under twenty-one (21) years of age.
- (8) **Present.** Being at hand or in attendance.
- (9) **In Control.** The power to direct, manage, oversee and/or restrict the affairs, business or assets of a person or entity.

B. RESTRICTIONS ON SALE. No person shall procure for, sell, dispense of or gives away any alcohol or alcoholic beverages to any underage person not accompanied by his or her parent, guardian or spouse who has attained the legal drinking age. A person who violates this subsection shall be subject to a forfeiture as provided in Chapter 60, together with costs, assessments and penalties.

C. UNDERAGE PERSONS. No Underage person shall:

- (1) Procure or attempt to procure alcohol or alcoholic beverages.
- (2) Knowingly possess or consume alcohol or alcoholic beverages.
- (3) Enter or remain in any premises licensed to sell alcohol or alcoholic beverages, except when accompanied by his or her parent, guardian, or spouse who has attained the legal drinking age.
- (4) Falsely represent his age for the purpose of obtaining alcohol or alcoholic beverages from a licensee or permittee. Any underage person who violates this subsection shall be subject to a forfeiture as provided in Chapter 60, together with costs, assessments and penalties, and shall be subject to the penalty provisions in Wis. Stat. § 125.07(4)(c).

D. HOSTING GATHERINGS INVOLVING UNDERAGE CONSUMPTION OF ALCOHOL.

- (1) PROHIBITED ACTS. It is unlawful for any person(s) to: host or allow an event or gathering at any residence, premises or on any other private or public property where alcohol or alcoholic beverages are present when the person knows that an underage person will or does (i) consume any alcohol or alcoholic beverage; or (ii) possess any alcohol or alcoholic beverage with the intent to consume it; and the person fails to take reasonable steps to prevent possession or consumption by the underage person(s).
 - a. A person is responsible for violating this section if the person intentionally aids, advises, hires, counsels or conspires with or otherwise procures another to commit the prohibited act.
 - b. A person who hosts an event or gathering does not have to be present at the event or gathering to be responsible.
- (2) EXCEPTIONS. No person shall procure for, sell, dispenses of or gives away any alcohol or alcoholic beverages to any underage person not accompanied by his parent, guardian or spouse who has attained the legal drinking age. A person who violates this subsection shall be subject to a forfeiture as provided in Chapter 60, together with costs, assessments and penalties as determined by the Court.
 - a. This section does not apply to legally protected religious observances.
 - b. This section does not apply to situations where underage persons are lawfully in possession of alcohol or alcoholic beverages during the course and scope of employment.

SECTION 2: All ordinances or parts of ordinances conflicting with or contravening the provisions of this ordinance are hereby repealed.

SECTION 3: This ordinance shall take effect upon passage and posting as provided by law.

PASSED AND ADOPTED by the Village Board of the Village of Johnson Creek, Jefferson County, Wisconsin this 11th day of June, 2012.

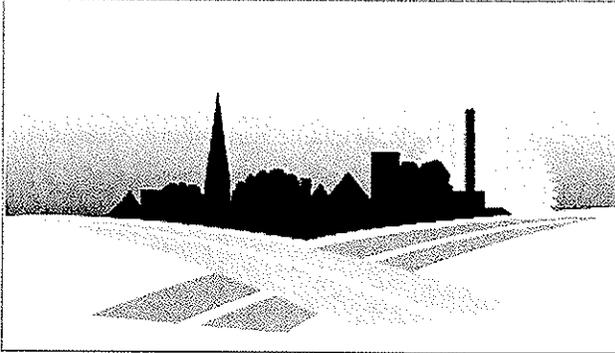
VILLAGE OF JOHNSON CREEK,

BY: _____
Michelle Kaltenberg, President

ATTEST:

Joan Dykstra, Clerk- Treasurer

Date Introduced: 5-14-12
Date Adopted: 6-11-12
Date Posted:
Date Published:



ORDINANCE 04-12

**REPEAL/RECREATE SECTION 33-7 FEES
PUBLIC WORKS DEPARTMENT**

Village Board 6-11-12 – 1st reading

Village Board 6-29-12

Request by: Improvement and Services Committee

Introduced by: Village Trustee Tim Semo

ORDINANCE 04-12

**REPEAL AND RECREATE
SECTION 33-7 FEES
PUBLIC WORKS DEPARTMENT**

THE VILLAGE BOARD OF THE VILLAGE OF JOHNSON CREEK, JEFFERSON COUNTY, WISCONSIN, DOES ORDAIN AS FOLLOWS:

SECTION 1: Section 33-7 Public Works Department of the Village Code of the Village of Johnson Creek is hereby repealed and recreated as follows:

§33-7 Parks and Public Works Department

Description	Fee	
<u>Parks</u>		
Bell Park		
Pavilion - daily	\$35	
Security Deposit	\$150	
Centennial Park		
Pavilion - daily	\$60	
w/Concessions - daily	\$100	
Security Deposit	\$150	
Fields		
Softball (NE Corner)		
(per game)	\$35	
(daily)	\$150	
(practice)	\$10 per hour	
Little League (SE Corner)		
(per game)	\$35	
(daily)	\$150	
(practice)	\$10 per hour	
Field lining (weekday)	\$30	
Sand Volleyball Courts	\$10 per hour	
Firemens Park		
Community Center	Resident	Non-Resident
Security Deposit	\$500	\$500
(Four hours or less)	\$100	\$200
Kitchen(extra charge)	\$20	\$40
(Eight hours or less)	\$200	\$400
Kitchen(extra charge)	\$40	\$80
Storage		
Cabinet	\$15 per month	
Beverage Cooler - Electrical	\$40 per month	
(501.3(c) non-profit, government agencies or entities, Johnson Creek Schools, JC Chamber of Commerce, and Elected Officials conducting official meetings) - No Cost (unlimited)		

Baseball Field	
(per game)	\$45
(daily)	\$200
(practice)	\$15 per hour
Lights included	
(per game)	\$90
Field lining (weekday)	\$30
Tennis Court	\$20 per hour
Veterans Park	
Gazebo	
Security Deposit	\$100
(daily)	\$50
(501.3(c) non-profit, civil, charitable, school)	No Cost
General Park fee	
(daily)	\$25
(annually)	\$150
(Required with the purchase of a temporary or six-month Class "B"/Class "B" retailer's license allowing the sale of beer and/or wine in a Village Park)	
<u>Public Works Department</u>	
Lawn Mowing	\$150 per hour (one hour minimum per lot/recorded parcel)
Sidewalk construction and repair permit	\$50
Signs - returned confiscated	
Up to two feet by two feet (on wire frame)	\$10
Over two feet by two feet (on 4X4 frame)	\$50
four feet by eight feet or greater	\$100
Snow/Ice Removal	\$150 per hour (one hour minimum per lot/recorded parcel)
Street opening permit	\$100
Street privilege permit	\$50
Work started before permit issued	Double the regular permit fee

SECTION 2: All ordinances or parts of ordinances conflicting with or contravening the provisions of this ordinance are hereby repealed.

SECTION 3: This ordinance shall take effect upon passage and posting as provided by law.

PASSED AND ADOPTED by the Village Board of the Village of Johnson Creek, Jefferson County, Wisconsin this 11th day of June, 2012.

VILLAGE OF JOHNSON CREEK

ATTEST:

BY: _____
Michelle Kaltenberg, Village President

Joan Dykstra, Clerk - Treasurer

Date Introduced: June 11, 2012
Date Adopted: June 25, 2012
Date Posted:
Date Published: