



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

Agenda

VILLAGE BOARD MEETING
Police Department – 119 Depot St – note change of location
August 13, 2012
5:30 p.m.

1. Call to Order; Roll Call
2. Pledge of Allegiance
3. Statement of Public Notice
4. Approve Finance Report- *pgs 1-14*
5. Reports from: Fire-EMS, Ambulance, Police and Building Inspector – *pgs 15-19*
6. Approve Village Board minutes July 23, 2012 – *pgs 20-22*
7. Notices and Discussion – *pg 23*
8. Public Comment (limited to two minutes per person)
9. Committee Reports – *pgs24-30*
10. Administrator Memorandum - Personnel Policy Manual – PTO – *pgs 31-40*
11. Improvement & Services
 - a. Resolution 78-12 Request Farmer’s Market - Steve Wollin – *pgs 41-42*
12. Personnel and Finance
 - a. Resolution 73-12 Post Issuance Compliance Policy for Tax-Exempt Obligations – *(A)pgs43-50*
 - b. Resolution 74-12 Approving Petition for 2013 County Highway Aids- *(A) pgs 51-55*
 - c. Resolution 75-12 Settlement Agreement AMC Showplace Theatres Inc. v. Village of Johnson Creek– *(A)pgs 56-60*
 - d. Resolution 76-12 Amend Personnel Policy Manual - Paid Time Off - (PTO) – *(A) pgs 61-67*
13. Protection & Welfare
 - a. Ordinance 06-12 Amend, Repeal Chapter 103 Bicycles – *first reading (A) pgs 68-72*
14. Resolution 71-12 Appreciation and Tribute to John Maegli – *pgs 73-74*
15. Resolution 72-12 Amendment One - Utility Discharge Agreement - Schiller Grounds Care- *pgs75-78*
16. Resolution 77-12 Audited Financial Statements-Year Ended December 31, 2011-Johnson Block and Co. Inc. – *pgs79-82*
17. Resolution 79-12 Policy Renewal – League of Wisconsin Municipalities Mutual Insurance – *pgs 83-85*
18. Resolution 80-12 Tennis Court Resurfacing Bid - B.R Amon & Sons -*pgs 86-88*
19. Resolution 81-12 Request Cambridge State Bank - Chapel Hill Villas - Weed Violation – *pgs 89-97*
20. Resolution 82-12 Claim Kim Mungen - 202 Serenity Court – *pgs 98-101*
21. Ordinance 05-12 Repeal and Recreate Chapter 8 Board, Village -*first reading - pgs 102-108*
22. Village Board appointment to the Joint Review Board and member at large
23. Set Trick or Treat Date and Time: October 31, 2012 5:30 p.m. – 7:30 p.m.
24. Next Village Board Meeting – Monday – August 27, 2012
25. 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: 08/08/2012
 Time: 2:13 PM
 Page: 1

Village of Johnson Creek

BANK:

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
Checks							
31466	07/17/2012	Printed		WI ARBORIS	WISCONSIN ARBORIST ASSOCIATION	SUMMER CONFERENCE- DPW	70.00
31467	07/30/2012	Printed		AFLAC	AFLAC	PAYDATE 7/6/2012	43.20
31468	07/30/2012	Printed		ASSOC WEAL	ASSOCIATED TRUST CO	ANNUAL FEES FOR BORROWING	363.00
31469	07/30/2012	Printed		DANIELSONS	BRIAN DANIELSON	TOWER INSTALL VH- FINAL	1,213.00
31470	07/30/2012	Printed		CHARTER	CHARTER COMMUNICATIONS	VILLAGE HALL INTERNET	89.98
31471	07/30/2012	Printed		DELTA DEN	DELTA DENTAL OF WISCONSIN	AUGUST DENTAL	1,417.88
31472	07/30/2012	Printed		ENTERPRISE	ENTERPRISE FIRE & SECURITY-	2012 FIRE ALARM INSPECT.-VH	125.00
31473	07/30/2012	Printed		HACH	HACH COMPANY	REACTOR BLOCK-WWTP	904.00
31474	07/30/2012	Printed		HD SUPP	HD SUPPL NTL WATERWORKS	METER READER - H2O	99.00
31475	07/30/2012	Printed		MENARDS	MENARDS	PARK SUPPLIES	121.27
31476	07/30/2012	Printed		RELIANCE	RELIANCE STANDARD	AUGUST LIFE INS	580.79
31477	07/30/2012	Printed		TOMMY	TOMMY TUCKER	CLEANING SUPPLIES-VH	64.95
31478	07/30/2012	Printed		US CELL	US CELLULAR	VILLAGE CELLS, PD, W, S, F	435.31
31479	08/08/2012	Printed		AMC	AMC SHOWPLACE THEATERS	2009, 10, 2011 AMC SETTLEMENT	39,376.00
31480	08/08/2012	Printed		AOK	AOK SIGNS	SIGNS FOR FIRE/EMS VEHICLES	3,692.00
31481	08/08/2012	Printed		ASSOC APP	ASSOCIATED APPRAISAL	JULY APPRAISAL SERVICES	1,342.73
31482	08/08/2012	Printed		AUTUMN	AUTUMN SUPPLY	WASP SPRAY,SAFETY VEST	155.00
31483	08/08/2012	Printed		BATTERY PR	BATTERY PRODUCTS INC	DRILL PACK REPAIRS- EMS	510.22
31484	08/08/2012	Printed		BERTS TIRE	BERTS TIRE SERVICE	TIRES FOR OLD SQUAD-DPW	486.68
31485	08/08/2012	Printed		BLUETARP F	BLUETARP FINANCIAL, INC	2 HOSE BARB FITTINGS WATER	28.52
31486	08/08/2012	Printed		12852	DEBRA BROWN	REIMBURSEMENT FOR FOOD-FD	67.50
31487	08/08/2012	Printed		CARD SERV	CARD SERVICE CENTER	PAINT-H2O,CENT PARK SUPP	204.17
31488	08/08/2012	Printed		CHARTER	CHARTER COMMUNICATIONS	EMS HOUSE CABLE/INTERNET	108.69
31489	08/08/2012	Printed		CRAMER, MU	CRAMER, MULTHAUF & HAMMES,	AMC, CHAPTER 8, CH60,	3,707.50
31490	08/08/2012	Printed		CRANE ENGI	CRANE ENGINEERING SALES,	REPLACE DIGESTIVE MIXER-	1,459.76
31491	08/08/2012	Printed		CULLIGAN	CULLIGAN WATER	LAB GRADE WATER-WWTP	20.00
31492	08/08/2012	Printed		DAWN HAINE	DAWN M. HAINES	POLICE DEPT CLEANING-JULY	160.00
31493	08/08/2012	Printed		EMER. MED.	EMERGENCY MEDICAL	EMS SUPPLIES	646.60
31494	08/08/2012	Printed		ENVIRONMEN	ENVIRONMENTAL CONSULTING-	WASTEWATER TESTING-WWTP	550.00
31495	08/08/2012	Printed		ENVIRO SPE	ENVIRONMENTAL SPECIALISTS	LIFT STATION CLEANINGS-WWTP	450.00
31496	08/08/2012	Printed		FRONTIER	FRONTIER FS	EMERG GENERATOR FUEL-WWTP	484.56
31497	08/08/2012	Printed		GEMPLER'S	GEMPLER'S INC.	SUPPLIES- WWTP	59.80
31498	08/08/2012	Printed		GEN CODE	GENERAL CODE PUBLISHERS	ECODE ANNUAL MAINTENANCE	960.00
31499	08/08/2012	Printed		GOR FLESCH	GORDON FLESCH CO, INC	JULY COPIES/AUG BASE	98.65
31500	08/08/2012	Printed		GORDON FLE	GORDON FLESCH CO., INC.	SEPT LEASE VH,PD	603.04
31501	08/08/2012	Printed		GRAYBAR	GRAYBAR	ST LIGHTS PHOTO EYES-DPW	82.36
31502	08/08/2012	Printed		HACH	HACH COMPANY	TKN TESTING SUPPLIES-WWTP	160.20
31503	08/08/2012	Printed		HARTWIG MO	HARTWIG MOTOR SPORTS	ATV TRANSM. OIL,ANTIFREEZE,	81.46
31504	08/08/2012	Printed		IMPACT	IMPACT AQUISITIONS, LLC	MAINT. AGREEMENT	23.00
31505	08/08/2012	Printed		INGRAM	INGRAM BOOK CO	LIBRARY BOOKS	438.04
31506	08/08/2012	Printed		J & L TIRE	J & L TIRE INC.	OLD SQUAD REPAIRS-DPW	368.27
31507	08/08/2012	Printed		JEFF CLERK	JEFFERSON COUNTY CLERK	MAY/JUNE ELECTION POLL	259.05
31508	08/08/2012	Printed		JEFF HIGHW	JEFFERSON COUNTY HIGHWAY	COUNTY ROAD AID	2,134.00
31509	08/08/2012	Printed		JEFF TREAS	JEFFERSON CTY TREASURERS	DOG LICENSES	320.70
31510	08/08/2012	Printed		JOHNS DISP	JOHN'S DISPOSAL SERVICE,INC	888 GARBAGE 888 RECYCLE -JULY	12,076.80
31511	08/08/2012	Printed		JC PUB SCH	JOHNSON CREEK PUBLIC	JULY MOBILE HOME TAX	1,694.99
31512	08/08/2012	Printed		KAESTNER	KAESTNER AUTO ELECTRIC CO	FANS FOR EQUIPMENT-DPW	402.85

Water	\$5,264.98
Sewer	\$17,515.68
Tif#2	\$40,959.36
Tif#3	\$1,265.36
Library	\$3,445.58
Fire	\$6,290.01
Room Tax	\$1,213.00
EMS	\$5,197.75
General	\$51,211.02
Total	<u>\$132,362.74</u>

Approved By: _____
P & F Chair

Approved By: _____
P & F Member

RESTRICTED & CASH ON HAND (BUDGET & DEBT PMT) 8/8/12

	Restricted	Cash for Budget/Debt
GENERAL FUND		
Checking , Payroll , Money Market (Remaining Expenditures: \$1,159,487.73)		\$925,768.36
EMS -FAP Funds (Restricted Use)	\$17,319.67	
G.O. Bond Proceeds	\$118,334.26	
Restricted Account	\$230,602.69	
Tax Account (Temp Acct to Hold Tax Collections)		\$0.00
Tree Fee Account	\$10,429.65	
Impact Fee Account (Parks Share and Public Works Share)	\$81,097.32	
West Side Street & Utility Improvement Fees	\$7,492.32	
	\$465,275.91	\$925,768.36
WATER FUND		
Checking, Money Market (Remaining Expenditures: \$437,181.48)		\$586,810.97
Water Revenue Bond Proceeds (Water Portion Well 4)	\$0.00	
Depreciation Equipment (deposits monthly, can't use for debt)	\$183,924.84	
Bond Reserve & Redemption (deposits monthly - Min. for '10 \$631K)	\$0.00	
Impact Fee Account (Water Share)	\$35,765.56	
	\$219,690.40	\$586,810.97
SEWER FUND		
Checking, Money Market (Remaining Expenditures: \$357,994.59)		\$407,263.37
Depreciation Equipment (deposits monthly, can't use for debt.)	\$650,893.50	
Bond Redemption (deposits monthly - Min. for '10 \$595K)	\$265,375.86	
Bond Reserve	\$268,364.76	
Impact Fee Account (Sewer Share)	\$49,907.83	
	\$1,234,541.95	\$407,263.37
TIF 2		
Checking, Money Market (Remaining Expenditures \$685,666.68)		\$616,110.61
Water Revenue Bond Proceeds (TIF 2 portion Well 4)	\$0.00	
Bond Reserve/Redemption (held by Associated Trust - not in Village Account)	\$759,519.61	
	\$759,519.61	\$616,110.61
TIF 3		
Checking, Money Market (Remaining Expenditures: \$850,433.65)		\$641,459.18
Water Revenue Bond Proceeds (TIF 3 portion Well 4)	\$0.00	
Bond Reserve/Redemption (held by Associated Trust - not in Village Account)	\$958,118.10	
	\$958,118.10	\$641,459.18
LIBRARY		
Checking (Remaining Expenditures: \$94,979.14)		\$50,333.49
Restricted & Trust Account	\$27,445.09	
	\$27,445.09	\$50,333.49
ROOM TAX		
Checking (Remaining Expenditures: \$34,549.81)	\$48,397.65	
	\$48,397.65	
FIRE FUND		
Checking, Money Market (Remaining Expenditures: \$677833.56)		\$285,924.44
GO Note Proceeds (Borrowed for Equipment)	\$19,817.81	
GO Bond Proceeds (Borrowed for property purchase)	\$427,737.26	
Impact Fee Account (Fire-EMS Share)	\$139,925.16	
	\$587,480.23	\$285,924.44
	Restricted	Cash for Budget/Debt
RESTRICTED & CASH ON HAND (BUDGET & DEBT PMT) 8/8/12	\$4,300,468.94	\$3,513,670.42

BANK TOTALS

Premier Bank (Checking, Money Market)	\$742,547.77
Badger Bank (Checking, Money Market)	\$1,298,844.51
Local Government Investment Pool (LGIP)*	\$0.00
Bank of Lake Mills (Money Market)	\$1,308,904.96
Landmark Credit Union (Money Market)	\$649,238.26
Summit Credit Union (Money Market)	\$648,985.58
Fort Community Credit Union (Money Market)	\$651,659.95
American National Bank (CD)	\$0.00
Town and Country Bank (CD)	\$146,301.68
Greenwoods State Bank (Money Market)	\$650,018.94
M&I Bank (Money Market)	\$0.00
Associated Trust (Bond Reserve)	\$1,717,637.71

**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	\$139,925.16	\$0.00	\$139,925.16		Fire/EMS Building
WWTF	\$49,907.83	\$0.00	\$49,907.83		WWTP Phase 2, Office/Lab Expansion, Heated Garage
Water System	\$35,765.56	\$0.00	\$35,765.56		Well 5 (Auditor ok'd using for Well 3/4)
Parks	\$9,540.56	(\$9,540.56)	\$0.00	Debt Payments	Any collected goes to debt for 2005 \$1.925M GO Bonds
Public Works	\$71,556.75	(\$15,000.00)	\$56,556.75	Trees	Streetscape, Shoreline Restoration, Relocate Brush/Compost
Total Impact Fees:	\$306,695.87	(\$24,540.56)	\$282,155.30		
West Side Street/Utility Fee	\$7,492.32	\$0.00	\$7,492.32		Reconstruct Midge, West (Union to new subdivisions), Connector Streets (Hwy B to Chapel Hill and E/W Connector)
Total Account:	\$314,188.19	(\$24,540.56)	\$289,647.62		

NOTES:

Includes Fees Paid as of:

8/8/2012

RESTRICTED FUNDS UPDATE				
Category	Balance	Remaining 2012 Expenditures	Projected Remainder	Description of 2012 Expenditures*
Codification	\$12,113.74		\$12,113.74	
Computers	\$38,528.58	(\$4,764.94)	\$33,763.64	Computer Replacement, Wireless Internet
Equipment (DPW)	\$3,496.30	\$0.00	\$3,496.30	Front-End Loader Tire Replacement
Fire	\$34,892.97	(\$10,000.00)	\$24,892.97	Tuition/Education Materials
Firemans Park Play Equip	\$7,148.58		\$7,148.58	
Garage	\$27,605.01		\$27,605.01	
Reserved for T3 Debt	\$23,042.21		\$23,042.21	
Historical Society	\$314.66		\$314.66	
Municipal Building Repair	\$48,973.40	(\$20,000.00)	\$28,973.40	Municipal Building Roof Replacement
Parks	\$16,799.61	(\$4,850.00)	\$11,949.61	Portion of GIS Tree Inventory Cost
Police	\$4,008.25	(\$3,872.00)	\$136.25	Squad Car Contribution
Storm Sewers	\$5,232.65		\$5,232.65	
Streets	\$8,446.73	(\$4,850.00)	\$3,596.73	Portion of GIS Tree Inventory Cost
Totals:	\$230,602.69	(\$48,336.94)	\$182,265.74	

8/8/2012

*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	\$8,060.89	\$8,060.89	\$34.52	\$6,909.35	\$0.00	\$23,031.13	\$34.52	\$404,807.28
Collected:	\$139,123.63	\$139,123.63	\$5,077.77	\$119,248.82	\$2,233.42	\$397,496.09	\$7,311.19	
Expenditures & Chamber Distribution								
Tax Year	Chamber Distribution	Tourism		Parks		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	\$5,101.45		\$14,364.12		\$21,833.04		\$48,397.65
Expended:	\$133,430.21	\$101,497.18		\$121,482.24		\$356,409.63		
Remaining Funds in Account								
	Chamber Distribution	Village Tourism		Village Parks		Total Balance		
Balances:	\$5,693.42	\$42,704.23		\$0.00		\$48,397.65		

Report Date 8/8/12

Note: Chamber Distribution of \$5,693.42 is being held.

	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	\$6,858.75	
Stubblefield - Village Sign	\$46,820.00	
Repayment to General for Cent Pavilion		\$18,278.48
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	\$4,476.61	
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		\$14,364.12
Tower Installation	\$2,026.00	
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	
Farmers Market Temp Use Fee	\$50.00	
Total 2012 Expenditures:	\$5,101.45	\$14,364.12

Village of Johnson Creek

For the Period: 1/1/2012 to 8/31/2012	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	22,817.00	0.00	0.00	0.00	100.0
411.030 TOWN OF FARMINGTON - TAXES	73,787.00	73,787.00	73,787.00	0.00	0.00	0.00	100.0
411.040 TOWN OF MILFORD - TAXES	10,794.00	10,794.00	10,794.00	0.00	0.00	0.00	100.0
411.050 TOWN OF WATERTOWN - TAXES	29,093.00	29,093.00	29,093.00	0.00	0.00	0.00	100.0
411.060 VILLAGE OF JOHNSON CREEK - TAX	240,751.00	240,751.00	240,751.00	0.00	0.00	0.00	100.0
General property taxes	377,242.00	377,242.00	377,242.00	0.00	0.00	0.00	100.0
Acct Class: 9420 Intergovernmental revenues							
422.200 2% FIRE INSURANCE DUES	7,375.00	7,375.00	9,427.30	0.00	0.00	-2,052.30	127.8
422.205 2% FIRE DUES FROM TOWNS	6,128.00	6,128.00	3,078.59	0.00	0.00	3,049.41	50.2
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	12,505.89	0.00	0.00	513,497.11	2.4
Acct Class: 9440 Public charges for services							
448.200 FIRE INSPECTIONS	1,500.00	1,500.00	300.00	100.00	0.00	1,200.00	20.0
Public charges for services	1,500.00	1,500.00	300.00	100.00	0.00	1,200.00	20.0
Acct Class: 9470 Miscellaneous revenues							
471.100 DONATIONS	0.00	0.00	335.00	0.00	0.00	-335.00	0.0
479.100 REFUND OF PRIOR YEARS EXPENSE	1,500.00	1,500.00	9,064.04	250.24	0.00	-7,564.04	604.3
479.200 MISCELLANEOUS REVENUES	500.00	500.00	15.00	0.00	0.00	485.00	3.0
479.550 INS REIMBURSEMENTS	2,000.00	2,000.00	845.00	645.00	0.00	1,155.00	42.3
479.600 ARSON AND NEGLIGENCE	500.00	500.00	0.00	0.00	0.00	500.00	0.0
Miscellaneous revenues	4,500.00	4,500.00	10,259.04	895.24	0.00	-5,759.04	228.0
Acct Class: 9481 Interest revenues							
481.100 INTEREST ON TEMP INVESTMENTS	4,500.00	4,500.00	1,795.37	0.00	0.00	2,704.63	39.9
Interest revenues	4,500.00	4,500.00	1,795.37	0.00	0.00	2,704.63	39.9
Dept: 000.000	913,745.00	913,745.00	402,102.30	995.24	0.00	511,642.70	44.0
Function:	913,745.00	913,745.00	402,102.30	995.24	0.00	511,642.70	44.0
Revenues	913,745.00	913,745.00	402,102.30	995.24	0.00	511,642.70	44.0
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
Dept: 514.100 ADMINISTRATOR							
Acct Class: 9510 Salary expenses							
510.100 FULL-TIME SALARIES EXPENSE	18,764.00	18,764.00	2,079.34	0.00	0.00	16,684.66	11.1

Village of Johnson Creek

For the Period: 1/1/2012 to 8/31/2012	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							
Salary expenses	18,764.00	18,764.00	2,079.34	0.00	0.00	16,684.66	11.1
ADMINISTRATOR	18,764.00	18,764.00	2,079.34	0.00	0.00	16,684.66	11.1
Dept: 514.200 CLERK & ASSISTANT							
Acct Class: 9510 Salary expenses							
510.100 FULL-TIME SALARIES EXPENSE	18,764.00	18,764.00	18,566.76	5,028.40	0.00	197.24	98.9
Salary expenses	18,764.00	18,764.00	18,566.76	5,028.40	0.00	197.24	98.9
CLERK & ASSISTANT	18,764.00	18,764.00	18,566.76	5,028.40	0.00	197.24	98.9
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	3,105.00	0.00	0.00	-105.00	103.5
OUTSIDE SERVICES EMPLOYED	3,000.00	3,000.00	3,105.00	0.00	0.00	-105.00	103.5
ATTORNEY	3,000.00	3,000.00	3,105.00	0.00	0.00	-105.00	103.5
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	32,795.67	5,028.40	0.00	32,769.33	50.0
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	37,838.88	0.00	0.00	47,773.12	44.2
Salary expenses	85,612.00	85,612.00	37,838.88	0.00	0.00	47,773.12	44.2
Acct Class: 9520 FRINGE BENEFITS							
520.100 SOCIAL SECURITY EXPENSE	9,398.00	9,398.00	4,492.09	384.67	0.00	4,905.91	47.8
520.200 WI RETIREMENT FUND EXPENSE	6,261.00	6,261.00	1,748.86	296.68	0.00	4,512.14	27.9
520.300 HEALTH INSURANCE EXPENSE	19,064.00	19,064.00	7,221.44	3,025.43	0.00	11,842.56	37.9
520.700 TRAINING/EDUCATION EXPENSE	3,000.00	3,000.00	1,849.45	498.42	0.00	1,150.55	61.6
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

Village of Johnson Creek

For the Period: 1/1/2012 to 8/31/2012	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							
520.800 OTHER FRINGE BENEFIT EXPENSE	2,500.00	2,500.00	1,925.80	0.00	0.00	574.20	77.0
FRINGE BENEFITS	41,223.00	41,223.00	17,287.64	4,205.20	0.00	23,935.36	41.9
Acct Class: 9530 OPERATING EXPENSES							
530.100 MISCELLANEOUS EXPENSE	400.00	400.00	317.58	74.50	0.00	82.42	79.4
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	6,048.01	455.26	0.00	6,951.99	46.5
530.250 BUILDING EXPENSES	8,000.00	8,000.00	4,582.95	871.25	0.00	3,417.05	57.3
530.300 OFFICE SUPPLIES EXPENSE	2,000.00	2,000.00	332.06	253.00	0.00	1,667.94	16.6
530.400 OPERATING SUPPLIES EXPENSE	4,000.00	4,000.00	1,963.12	6.10	0.00	2,036.88	49.1
530.500 TRANSPORTATION EXPENSE	4,000.00	4,000.00	2,264.45	747.65	0.00	1,735.55	56.6
530.600 TOOLS & EQUIPMENT EXPENSE	15,000.00	15,000.00	2,243.82	698.10	0.00	12,756.18	15.0
530.700 REPAIRS EXPENSE	10,000.00	10,000.00	7,096.32	372.00	0.00	2,903.68	71.0
530.800 PERMITS-FEES-DUES EXPENSE	1,500.00	1,500.00	1,482.50	1,375.00	0.00	17.50	98.8
OPERATING EXPENSES	58,000.00	58,000.00	26,330.81	4,852.86	0.00	31,669.19	45.4
Acct Class: 9539 OUTSIDE SERVICES EMPLOYED							
530.900 OUTSIDE SERVICES EXPENSE	10,000.00	10,000.00	8,413.16	45.15	0.00	1,586.84	84.1
OUTSIDE SERVICES EMPLOYED	10,000.00	10,000.00	8,413.16	45.15	0.00	1,586.84	84.1
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	89,870.49	9,103.21	0.00	612,464.51	12.8
Public Safety	702,335.00	702,335.00	89,870.49	9,103.21	0.00	612,464.51	12.8
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	29,245.28	9,432.00	0.00	9,121.72	76.2
EXPENDITURES	38,367.00	38,367.00	29,245.28	9,432.00	0.00	9,121.72	76.2
DEBT EXPENSE: INTEREST	38,367.00	38,367.00	29,245.28	9,432.00	0.00	9,121.72	76.2
Debt Service	143,527.00	143,527.00	113,245.28	9,432.00	0.00	30,281.72	78.9
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

Village of Johnson Creek

For the Period: 1/1/2012 to 8/31/2012	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 9 - FIRE/EMS							
Expenditures	913,745.00	913,745.00	235,911.44	23,563.61	0.00	677,833.56	25.8
Net Effect for FIRE/EMS	0.00	0.00	166,190.86	-22,568.37	0.00	-166,190.86	0.0
Change in Fund Balance:			166,190.86				
Grand Total Net Effect:	0.00	0.00	166,190.86	-22,568.37	0.00	-166,190.86	

Village of Johnson Creek

For the Period: 1/1/2012 to 8/31/2012	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	49,551.46	10,220.25	0.00	40,448.54	55.1

REVENUE/EXPENDITURE REPORT
Thru August 8, 2012

Village of Johnson Creek

For the Period: 1/1/2012 to 8/31/2012	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	41,433.15	321.08	0.00	78,566.85	34.5

REVENUE/EXPENDITURE REPORT
Thru August 8, 2012

Village of Johnson Creek

For the Period: 1/1/2012 to 8/31/2012	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	67,896.12	8,851.10	0.00	50,823.88	57.2
Salary expenses	118,720.00	118,720.00	67,896.12	8,851.10	0.00	50,823.88	57.2
Acct Class: 9520 FRINGE BENEFITS							
520.100 SOCIAL SECURITY EXPENSE	8,893.00	8,893.00	4,517.01	0.00	0.00	4,375.99	50.8
520.200 WI RETIREMENT FUND EXPENSE	4,326.00	4,326.00	1,280.51	0.00	0.00	3,045.49	29.6
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	883.89	0.00	0.00	12,916.11	6.4
520.800 OTHER FRINGE BENEFIT EXPENSE	5,500.00	5,500.00	1,002.39	525.00	0.00	4,497.61	18.2
FRINGE BENEFITS	36,238.00	36,238.00	7,683.80	525.00	0.00	28,554.20	21.2
Acct Class: 9530 OPERATING EXPENSES							
530.100 MISCELLANEOUS EXPENSE	250.00	250.00	202.95	6.10	0.00	47.05	81.2
530.200 UTILITIES EXPENSE	6,090.00	6,090.00	4,011.58	294.88	0.00	2,078.42	65.9
530.250 BUILDING EXPENSES	2,500.00	2,500.00	2,524.30	871.25	0.00	-24.30	101.0
530.300 OFFICE SUPPLIES EXPENSE	800.00	800.00	335.82	253.00	0.00	464.18	42.0
530.400 OPERATING SUPPLIES EXPENSE	11,500.00	11,500.00	8,685.19	646.60	0.00	2,814.81	75.5
530.500 TRANSPORTATION EXPENSE	4,500.00	4,500.00	2,662.31	479.65	0.00	1,837.69	59.2
530.510 AMBULANCE REPAIR & MAINT. EXP	1,300.00	1,300.00	833.83	462.85	0.00	466.17	64.1
530.700 REPAIRS EXPENSE	5,000.00	5,000.00	1,349.90	1,349.90	0.00	3,650.10	27.0
530.800 PERMITS-FEES-DUES EXPENSE	1,000.00	1,000.00	986.50	300.00	0.00	13.50	98.7
OPERATING EXPENSES	32,940.00	32,940.00	21,592.38	4,664.23	0.00	11,347.62	65.6
Acct Class: 9539 OUTSIDE SERVICES EMPLOYED							
530.900 OUTSIDE SERVICES EXPENSE	24,500.00	24,500.00	15,680.07	909.46	0.00	8,819.93	64.0
OUTSIDE SERVICES EMPLOYED	24,500.00	24,500.00	15,680.07	909.46	0.00	8,819.93	64.0
AMBULANCE	212,398.00	212,398.00	112,852.37	14,949.79	0.00	99,545.63	53.1
Public Safety	212,398.00	212,398.00	112,852.37	14,949.79	0.00	99,545.63	53.1
Expenditures	212,398.00	212,398.00	112,852.37	14,949.79	0.00	99,545.63	53.1
Net Effect for GENERAL FUND	-212,398.00	-212,398.00	-112,852.37	-14,949.79	0.00	-99,545.63	53.1
Change in Fund Balance:			0.00				
Grand Total Net Effect:	-212,398.00	-212,398.00	-112,852.37	-14,949.79	0.00	-99,545.63	



Johnson Creek Fire & Ems Dept

Income and Expenditures

July 2012

All Phases

Charges	Billing Phase 1	Collections Phases 2 & 3	Total
Collection Placements / Charges	\$26,631.45	\$7,702.35	\$34,333.80
Interest on Delinquent Accounts	\$0.00	\$406.86	\$406.86
Insurance Interest	\$0.00	\$0.00	\$0.00
Transaction Fees	\$0.00	\$0.00	\$0.00
Probate Fees	\$0.00	\$0.00	\$0.00
Subtotal of Charges	\$26,631.45	\$8,109.21	\$34,740.66
Account Transfers	\$4,541.02	\$3,161.33	\$7,702.35
Credit Summary			
Total Credits - All Types	\$23,124.58	\$1,450.06	\$24,574.64
Total Credit Adjustments	\$13,057.10	\$741.12	\$13,798.22
Total Closed Account Adjustments	\$0.00	\$(15.15)	\$(15.15)
Total Payments Received (Applied to Acct Bal's)	\$10,067.48	\$724.09	\$10,791.57
Total Overpayments (OP)	\$(1,220.19)	\$0.00	\$(1,220.19)
Total Payments Received (plus overpayments)	\$11,287.67	\$724.09	\$12,011.76
Total Overpayment Returns (\$ not deposited)	\$0.00	\$0.00	\$0.00
Total Payments Received (less OP returns)	\$11,287.67	\$724.09	\$12,011.76
Less Payment Kept By (PKB, \$ kept by service)	\$0.00	\$0.00	\$0.00
Total Deposits	\$11,287.67	\$724.09	\$12,011.76
Summary of Disbursement			
Total Deposits & Payments Kept By	\$11,287.67	\$724.09	\$12,011.76
Less Overpayment Refunds (patient / ins reimbursement)	\$(1,220.19)	\$0.00	\$(1,220.19)
Gross Revenue	\$10,067.48	\$724.09	\$10,791.57
Total LifeQuest Fee	\$704.72	\$204.74	\$909.46
Probate Fees	\$0.00	\$0.00	\$0.00
Other / Fees			\$0.00
Total Due LifeQuest	Check #	EFT	\$909.46
Total Service Revenue	\$9,362.76	\$519.35	\$9,882.11
Total Payment Kept By	\$0.00	\$0.00	\$0.00
Total Service Payable	\$0.00	\$0.00	\$0.00
Probate Fees	\$0.00	\$0.00	\$0.00
Other / Fees	\$0.00	\$0.00	\$0.00
Total Due Service	Check #	EFT	\$9,882.11

Messages:

Total Deposits EOM differ from bank statement by \$429.48 due to 7/09 Med B Pay DD not posted, no paperwork received.
clg 8/06/12



Billing, Collection, & Data Management Services

1-888-777-4911 • www.lifequest-services.com

N2930 State Road 22, Wautoma, WI 54982-5267

JOHNSON CREEK FIRE & EMS DEPT

Billing Reconciliation Summary
July 2012

155

Charges

Prior Month's Balance	\$47,214.42
July Charges	\$26,631.45

Subtotal of Charges	\$73,845.87
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Adjustments

Intercept	\$0.00
Credit Tagged	\$0.00
Per Contract	\$0.00
LifeQuest Collections	\$4,541.02
Closed	\$0.00
Other	\$8,516.08

Total Adjustments for the Month	\$13,057.10
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Credits

Cash / Check	\$1,547.44
Contract Payments	\$0.00
Credit Card	\$0.00
Direct Deposit	\$3,064.40
Hospital	\$0.00
Insurance	\$6,675.83
Payment Kept By	\$0.00

Total Payments Received for the Month	\$11,287.67
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Overpayment

Recoopment	\$0.00
Refunds	\$-1,220.19
Returns	\$0.00
Service Payable	\$0.00
Other	\$0.00

Total Overpayments for the Month	-\$1,220.19
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Total for Reconciliation Summary	\$50,721.29
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Ending Balance of Accounts Receivables	\$50,721.29
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Johnson Creek Fire & EMS Activity Report-July 2012

Incident Report

Date	Time	Loc.	Level	Transport	Dispatch Description
7/1/12	13:44				EMS provided mutual aid to Oconomowoc
7/1/12	15:58	Con			Fire Department responded for a car/grass fire
7/1/12	19:14	rome			Fire Department provided mutual aid to Sullivan Fire Dept
7/2/12	13:13	JC	ALS	yes	EMS responded for an individual who fainted
7/2/12	15:32	F			Fire department reponded for a grass fire
7/6/12	16:24	JC			Fire department responded for smoke in the basement
7/7/12	8:22	JC	ALS	yes	Fire and EMS responded for an accident with injuries
7/7/12	12:56	JC			Fire department reponded for a grass fire
7/8/12	6:48	Mil		no	EMS responded to the rest area for an individual not feeling well
7/8/12	15:35	JC			Fire department reponded for a grass fire
7/9/12	16:23	JC	ALS	yes	medical transport to hospital
7/10/12	0:30	A	ALS	yes	EMS responded for an individual having trouble breathing
7/10/12	17:26	Con	ALS	yes	Fire and EMS responded for an accident with injuries
7/11/12	8:12	WT			Fire department provided mutual aid for City of Watertown
7/11/12	19:16	Lake M			fire department provided mutual aid to Lake Mills
7/12/12	14:42	JC	ALS	yes	EMS responded for an individual with dehydration
7/13/12	5:06	Lake M	ALS	yes	EMS responded for an individual having trouble breathing
7/13/12					called and to fair ground in jefferson and cancelled
7/15/12	3:11	F			Fire Department provided mutual aid to Helenville Fire
7/15/12	16:14	Jeff	ALS	yes	EMS provided mutual aid to City of Jefferson
7/15/12	17:25	JC			Fire department responded for a car fire
7/17/12	20:23	JC	ALS	yes	Fire and EMS responded for an individual whose vehicle had fallen
7/18/12	15:04	JC	ALS	yes	EMS responded for an individual having trouble breathing
7/18/12	19:22	JC			Fire responded to areas in the village with down power lines
7/18/12	19:24	JC	ALS	yes	EMS responded for an individual who had fallen
7/18/12	19:22				Fire responded to areas in the village with down power lines
7/18/12	20:31				Fire responded to areas in the village with down power lines
7/19/12	1:52	WT-city			Fire assisted Watertown with standby
7/19/12	17:17	Con			Fire Department provided mutual aid to Ixonia-gras fire
7/20/12	10:50	F		no	EMS responded for an individual not feeling well in i-94
7/20/12	15:46	JC	ALS	yes	EMS responded for an individual having trouble breathing
7/23/12	15:35	JC	ALS	yes	medical transport to hospital/UW Madison
7/24/12	6:05	WTN			fire department provided mutual aid to Watertown
7/25/12	5:32				Fire department responded for a branch fire
7/25/12	15:02	JC	ALS	yes	EMS responded for an individua who had fallen from a ladder
7/26/12	16:09	JC		no	EMS responded for an individual who was disoriented
7/26/12	19:59	A			Fire Department responded for a shed fire
7/29/12	14:36	A	ALS	yes	EMS responded for an individual with back pain

Johnson Creek	Farmington	Watertown
16	3	1

Milford	Aztalan	Concord
	3	3

Activity Report

Date	Activity Conducted
7/2	SCBA testing
7/1	EMS driver training
7/2	EMS driver training
7/3	Fire Safety training
7/5	new employee orientation
7/5	Officer training
7/6	EMS driver training
7/9	SCBA testing
7/10	Interior fire attack evolution training
7/11	new recruit firefighter & mentors
7/19	SCBA testing
7/17	Building Training
7/25	SCBA testing
7/21	new employee orientation/wearing don gear
7/25	Life Quest update and insurance forms
7/31	Safety Committee Meeting
7/31	Recruit Training

Incident Summary by Nature

JOHNSON CREEK POLICE DEPT.

Incidents From: 7/1/2012 to: 7/31/2012

Date Run: 8/3/2012 3:49PM

Nature of Offense	Total
15 Day Equipment Warning	10
911 Hangups	11
Alarm - Business	2
Alarm - False	2
Alcohol Operator License Check	3
Animal Bite	2
Animal Complaint	6
Animal Loose	2
Annoying Telephone Calls	2
Assist - Motorist	6
Assist - Other Law Enforcement Agency	3
Assist Citizen	3
Assist EMS	4
Assist Fire	2
Assist Human Services	1
Assist Jefferson County Sheriff Dept.	3
Assist-Other Law Enforcement Agency	1
Bicycle, Skateboard, etc. Violation	1
Burglary - Residential	1
Burning Violation	1
BUSINESS CHECK	19
Child Custody Exchange	2
Criminal Damage to Property	2
Disorderly Conduct	2
Disorderly Conduct - Warning	2
Family Disturbance	1
Found Items / Property	3
Fraud	1
Fraud - NSF Checks	2
Harassment	2

Nature of Offense	Total
Information	1
Keep The Peace	3
Lost Items / Property	1
Loud Noise	1
Miscellaneous Rules Violation	1
Missing Juvenile / Runaway	1
Neighbor Problems	1
Operating After Suspension	4
Operator's License Violation	1
park	1
PARK CHECK	137
Parking - Blocking Fire Hydrant	1
Parking - Misc. Violation	7
Registration / Title Violation	2
Residence Check	3
Seatbelt Violation	1
Speed Warning	19
Speeding Violation	7
Suicide Attempt	1
Suspicious Person / Activity	2
Suspicious Vehicle	1
Theft - All Other	4
Theft - Gas Drive Off	1
Theft - Identity	1
Theft - Motor Vehicle	2
Theft - Retail/Shoplifting	7
Traffic Accident - Hit and Run	3
Traffic Accident - Personal Injury	1
Traffic Accident - Property Damage	5
Trespassing	1
Turn, Stop, Signal Violation	11
Unwanted Person	2
Village Ordinance Violation	6
Violation of Restraining Order / Court Order	1

Nature of Offense	Total
Warrant Pickup	2
Welfare Check	4
<i>Total Number of Offenses for Period:</i>	349

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>
P12-029	7/9/2012	452 chapel Hill	141-0714-1243-12	Kaerek	E & W	S/W	110.00
P12-030	7/9/2012	121 Green Ash	141-0715-0633-08	Loos Homes	Dave Jones Plumbing	NSF	148.00
P12-031	7/9/2012	1124 Red Oak	141-0715-0634-04	Loos Homes	Dave Jones Plumbing	NSF	155.00
P12-032	7/18/2012	345 Nature Place	141-0714-1312-08	Davis	A & S Plumbing	remodel	35.00
P12-013	7/23/2012	425 whispering Way	141-0715-1842-21	Bieri	Owner	remodel	35.00
P12-034	7/25/2012	1045 Remmel Dr	141-0715-0711-00	Hijlosa	Pelican Plumbing	SW	110.00
					Total Fees		593.00

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>
B12-038	7/9/2012	345 Nature Place	141-0714-1312-08	Davis	Thoma Const	Remodel	150.00	\$25,000.00
B12-039	7/9/2012	575 Linmar	141-0715-0713-0	Nike	Lakeview const	Commercial	600.00	\$50,000.00
B12-040	7/11/2012	780 Meadowview	141-0715-1841-53	Arington	Owner	Fence	25.00	\$520.00
B12-041	7/17/2012	431 Aspen	141-0714-1244-94	Tapper	Owner	remodel	114.00	\$19,000.00
B12-042	7/25/2012	1117 Black Walnut	141-0715-0633-40	Matzinger	Owner	Deck	40.00	\$5,628.00
					Total Fees		929.00	

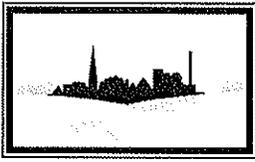
ELECTRICAL PERMITS

<u>Permit #</u>	<u>Date</u>	<u>Address</u>	<u>Parcel #</u>	<u>Owner</u>	<u>Contractor</u>	<u>Type</u>	<u>Fee</u>
E12-022	7/2/2012	612 W Linmar	141-0715-0712-000	Adidas	J folger	remodel	35.00
E12-023	7/2/2012	219 West	141-0714-1311-026	Murray	Midwest elect	Garage	63.80
E12-024	7/2/2012	320 N Watertown	141-0715-0733-018	Pioneer roofing	Midwest elect	remodel	35.00
E12-025	7/9/2012	1124 Red Oak	141-0715-0634-04	Loos Homes	Advance Elect	NSF	155.00
E12-026	7/9/2012	121 Green Ash	141-0715-0633-08	Loos Homes	Advance Elect	NSF	148.00
E12-027	7/18/2012	575 Linmar Lane	141-0715-0713-00	Nike	Electric one	Commercial	35.00
E12-028	7/23/2012	345 Nature Place	141-0714-1312-08	Davis	Carroll electric	Remodel	105.00
E12-029	7/23/2012	425 Whispering Way	141-0715-1842-21	Bieri	Carini	remodel	52.00
					Total Fees		628.80

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>
H12-015	7/2/2012	300 Stonfield	141-0714-1342-03	Timber Creek	Timber Creek	NSF	154.00
H12-016	7/18/2012	345 Nature Place	141-0714-1312-08	Davis	Klecker Heating	Remodel	67.13
H12-017	7/18/2012	413 Highland Blvd	141-071412-410-28	Stout	Jensen Plumbing	Furnace	70.00
H12-018	7/23/2012	201 Red Fox	141-0715-1841-14	Guld Construction	Droegkamp	NSF	207.00
H12-019	7/23/2012	425 Whispering Way	141-0715-1842-21	Bieri	Owner	Remodel	35.00
					Total Fees		533.13

Total Fees 2,683.93



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: Trustee Tom Kupsche. Also in attendance: Administrator Mark Johnsrud, WWTP Superintendent Peter Hartz, Fire Chief Dave Peterson, Police Chief Gary Bleecker, Engineer Kevin Lord, Attorney James Hammes and Clerk-Treasurer Joan Dykstra.

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

Approve Finance Report

A Semo/Holland motion carried on a 6-0 roll call vote to approve the finance report with claims totaling \$51,692.21.

Approve Village Board minutes July 9, 2012

A Semo/Holland motion carried on a 6-0 roll call vote to approve July 9, 2012 minutes.

Notices and Discussion

Kaltenberg asked about the Neighborhood Watch and Chief Bleecker recommended setting a meeting. Recommendation was to set up a table at the Johnson Creek School District open house on August 28th for sign up for Neighborhood Watch, Joint Village/School newsletter and information on bicycle, dog licenses and for a Library card.

Schopp asked if there is any grant money available to complete the paths by the Creek behind the treatment plant. Recommendation was to send to Improvement & Services.

Semo stated there is a stop sign missing at the corner of Hartwig and Wright Rd by Menards.

Holland questioned the status of the no parking within fifteen feet of all crosswalks. Johnsrud said a grinder has been ordered to remove the paint and the parking spots have been marked.

Johnsrud had included in the packet the JEM Grant Branding presentation given to the Jefferson County Economic Consortium by the Communication Team and Janie M. Krohmer Consulting – The new brand for Jefferson County was determined to be Recreation – Outdoor Recreation.

Public Comment

Steve Wollin – 109 Villa Court – asked if temporary no parking signs could be set up on Wednesday evening and Thursday morning for the Market in the Park.

Discussion and Action – Letter of resignation - Tom Kupsche

A Kaltenberg/ Blend motion carried on a 6-0 roll call vote to publish the trustee vacancy with residents submitting a letter of interest to the Village by 4:00 p.m. on Monday, August 20th for interviews at the August 27th Village Board meeting.

Discussion and Action - Letter from Steve Wollin - Farmer's Market

Wollin requested they move the market in the park from Thursday to Saturday, asked for placement of a permanent sign in the park and waive the fees for 2013. Wollin must notify the Real Food Group Farm Fresh Atlas for Southern Wisconsin by the end of August, as to the day we will be holding the market.

An Albertz/Kaltenberg motion carried on a 6-0 roll call vote to approve moving the Market in the Park from Thursdays to first Saturday of June through the second Saturday of October from 7a.m. – 1:00 p.m. for the 2013 season and waive the fees.

A Semo/Blend motion carried 4-2 with Albertz and Kaltenberg opposed amending the motion to send the waiving of the fees to Improvement & Services committee on August 1st.

Discussion and Action - Fire Chief Memorandum - Sale of Turnout Gear

A Semo/Schopp motion carried on a 6-0 roll call vote to approve Ray Madison purchasing his firefighter turnout gear in the amount of \$800.

Report from Kevin Lord, MSA GIS Pre-Inventory report

Lord showed the GIS pre tree inventory system. The programs show all Village owned trees located in the Village parks, right of ways, etc., along with the condition of the trees. The Street Superintendent will maintain the inventory and edit the tree information.

Resolution 67-12 Amended Room Tax Allocation – Johnson Creek Chamber of Commerce

Blend questioned if we could withhold the room tax payment if we do not receive the quarterly financial statements.

A Semo/Blend motion to approve Resolution 67-12 was withdrawn and moved and carried on a 5-1 roll call vote with Schopp opposed to amend the Resolution under the Now Therefore Be It Resolved that in #2) end the sentence “The Executive Director... with revenue from room tax.” and include another sentence “The village payment of the quarterly room tax to the Chamber of Commerce shall not be issued until the Village is in receipt of the Chamber of Commerce quarterly financial statement”. Then create a #3) moving the “Shall submit an annual budget” as number 3.

A Blend/Semo motion carried 6-1 with Schopp opposed to adopt the Resolution as amended.

Resolution 69-12 Cabaret License – Crossroads Cruz-In

The Chamber of Commerce will need a cabaret license for the Crossroads Cruz-In since they will have a band and they applied for a picnic license. The Resolution approves waiving the cabaret license fees of \$60 and is subject to ending the event by midnight, security will be provided and the stage will be separated from other activities.

A Semo/Kaltenberg motion failed on a 3-3 vote with Blend, Holland and Schopp opposed to amend the amendment and take the cabaret license fees of \$60 from room tax. A Blend/Schopp motion to amend the resolution striking waiving the fees (fees must be paid) failed on a 3-3 vote with Albertz, Kaltenberg, Semo opposed. A Semo/Albertz motion failed 2-4 with Blend, Holland, Schopp, Semo opposed to approve the Resolution as stands with waving the fees.

After discussion a Semo/Albertz motion to reconsider passed on a 5-1 roll call vote with Blend opposed. A Blend/Kaltenberg motion passed on a 6-0 vote to amend the Resolution by striking the wave fees and the chamber pays the fees and the Chamber can come back and request a refund at the next meeting and explain why the hardship. A Blend/Holland motion carried 6-0 as amended.

Resolution 70-12 Additional Operators Licenses 2012-2013

A Semo/Holland motion carried on a 6-0 roll call vote to approve operator’s licenses to: David Ulsberger, Amy Ebbert and Amanda L. Keeser.

VILLAGE BOARD MEETING
July 23, 2012

Closed Session - A Schopp/Semo motion carried on a 6-0 roll call vote to convene into closed session at 6:55 p.m. Pursuant to Wisconsin Statutes §§19.85(1)(e) deliberating or negotiating the investing of public funds, or conducting other specified business, whenever competitive or bargaining reasons require closed session with respect to *Zoning Code Order 250-127-0112-530 and possible litigation against Stoney Creek Condominiums of Johnson Creek, LLC with respect to illegal fill placed on Parcel # 141-0714-1234-000*

Reconvene into Open Session

A Blend/Semo motion carried on a 6-0 roll call vote to reconvene into open session at 7:03 p.m.

Action from Closed Session - none

Next Village Board Meeting – Monday – August 13, 2012 – At Police Department – 119 Depot St.

Adjourn

A Blend/Semo motion carried to adjourn at 7:07 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.

AUG 08 2012

ENTERED IN THE CLERK'S OFFICE
AUTHENTIC COPY
AUG 8 2012
BY [Signature]
NO _____ Clerk (Dep.)

**NOTICE OF COMMENCEMENT OF
PROCEEDING IN REM TO FORECLOSE
TAX LIENS BY JEFFERSON COUNTY**

Case No. 12CV 586

TAKE NOTICE that all persons having or claiming to have any right, title or interest in or lien upon the real property described in the list of tax liens, 2012 Number One, on file in the office of the Clerk of Circuit Court of Jefferson County, dated August 6, 2012, and as set forth on Exhibit A attached hereto and incorporated herein by reference, are hereby notified that the filing of such list of tax liens in the office of the Clerk of Circuit Court of Jefferson County constitutes the commencement by said Jefferson County of a special proceeding in the Circuit Court for Jefferson County to foreclose the tax liens therein described by foreclosure proceeding in rem and that a notice of the pendency of such proceeding against each piece or parcel of land therein described was filed in the office of the Clerk of the Circuit Court on August 6, 2012. Such proceeding is brought against the real property herein described only and is to foreclose the tax liens described in such list. No personal judgment will be entered herein for such taxes, assessments or other legal charges or any part thereof.

TAKE FURTHER NOTICE that all persons having or claiming to have any right, title or interest in or lien upon the real property described in said list of tax liens are hereby notified that a certified copy of such list of tax liens has been posted in the office of the County Treasurer of Jefferson County and will remain posted for public inspection up to and including October 9, 2012, which date is hereby fixed as the last day for redemption.

TAKE FURTHER NOTICE that any person having or claiming to have any right, title or interest in or lien upon any such parcel may on or before said October 9, 2012, redeem such delinquent tax liens by paying to the County Treasurer of Jefferson County, the amount of all such unpaid tax liens and, in addition thereto, all interest and penalties which have accrued on said unpaid tax liens, computed to and including the date of redemption, plus the reasonable costs that the County incurred to initiate the proceedings plus the person's share of the reasonable costs of publication under sec. 75.521(6), Wis. Stats.

Dated this 6th day of August 2012.

JEFFERSON COUNTY
By: [Signature]

John E. Jensen
County Treasurer

IMPROVEMENT & SERVICES COMMITTEE
August 1, 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: Administrator Mark Johnsrud, Utilities Superintendent Peter Hartz and Police Chief Gary Bleecker.

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

Approve Minutes of June 27, 2012

An Albertz/Schopp motion carried to approve June 27th minutes.

Personal Appearances - none

Administrator Memorandum - Tiered Fees for Conditional Use Permits – Signage

After discussion it was recommended to refer the tiered structure to the next Improvement and Services committee meeting and have staff get a liability determination from Attorney Hammes.

Discussion & Recommendation - Farmers Market

Semo and Schopp questioned the Village support of the Farmer's Market. Albertz supported Steve Wollin's request to waive the fees and commit to helping get the Farmers Market started. Semo and Schopp denied the request to place a permanent sign in Veteran's park. A Schopp/Semo motion carried unanimously to pay the fees from room tax for the 2013 Farmer's Market. A Schopp/Semo motion carried 2-1, with Albertz opposed, to deny having a permanent community event sign at Veteran's Park.

A Semo/Schopp motion to deny two permanent signs for Farmer's Market to be placed from May through October in Village right of way - carried 2-1 with Albertz opposed. A Schopp/Albertz motion carried unanimously for the Village to not provide sponsorship of the Farmer's Market at this time.

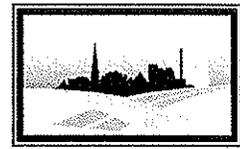
Discussion & Recommendation - Johnson Creek Conservancy Park

Discussion regarding relocating of the brush pile/compost site with a Semo/Schopp motion carried unanimously to refer the relocation of the compost site to the Department of Public Works property to the next Improvement and Services committee.

Adjourn

A Schopp/Albertz motion carried to adjourn at 7:05 p.m.

Tim Semo, Chair
Improvement & Services



MINUTES HAVE NOT BEEN APPROVED BY COMMITTEE

Chair David Blend called the meeting to order at 6:08 p.m. In attendance: Trustees David Blend and Michelle Kalttenberg. Also in attendance: Trustee: Tim Semo, Library Director Luci Bledsoe, Police Chief Gary Bleecker, Utilities Superintendent Peter Hartz, Administrator Mark Johnsrud and Clerk-Treasurer Joan Dykstra.

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

Approval Minutes of June 28, 2012 -

A Kalttenberg/Blend motion carried to approve June 28th minutes.

Personal Appearances - none

Resolution 73-12 Post Issuance Compliance Policy for Tax Exempt Obligations

A Kalttenberg/Blend motion carried to recommend approval of Resolution 73-12 the post issuance compliance policy for tax exempt obligations as recommended by Quarles and Brady.

Resolution 74-12 Approving Petition for 2013 County Highway Aid

A Kalttenberg/Blend motion carried to recommend approval of Resolution 74-12 approving the petition for 2013 County Highway Aid.

Resolution 75-12 Settlement Agreement - AMC Showplace Theatres v. Village of Johnson Creek

A Kalttenberg/Blend motion carried to approve Resolution 75-12 a settlement agreement with AMC Showplace Theatres.

Discussion Revision of Personnel Policy Manual - Paid Time Off (PTO)

Blend recommended including to the following sentence in the third paragraph after "Regular part-time employees with more than twenty-eight (28) hours per week.....they typically work," excepting part-time exempt salaried employees with twenty (20) hours or more per week will receive a pro-rated portion of PTO. A Kalttenberg/Blend motion carried to approve the above amendment to be included into the paragraph.

The paragraph under Years of Service regarding salaried full-time, exempt, supervisory personnel shall accrue additional PTO up to eight (8) hours for every additional thirty (30) hours worked beyond a forty (40) hour work week to a maximum of forty (40) PTO hours annually) mirrors our current policy stated Johnsrud.

Johnsrud said the Committee had approved grandfathering in the vacation currently earned by employees under years of service so instead of grandfathering any employees he created another break from the original proposal which was:

10 years to 18 years = 23 PTO and 19 years and beyond = 25 PTO to

10 years to 15 years = 23 PTO, 16 years to 18 years 25 PTO and 19 years to 30 years 28 PTO.

Blend said with new hires they do not have a large PTO and if health issues or other circumstances come up even with current employees that do not have a large bank of sick, Johnsrud recommended including under the PTO Usage the following:

If an employee's accrued PTO days have been exhausted, the Village Administrator has the authority to grant additional PTO up to an employee's Annual PTO Eligibility subject to a lifetime maximum benefit of forty (40) hours. Additional granted PTO hours shall remain as a negative

balance to the employee, to be retired through future PTO accruals at a minimum rate of eight (8) hours per calendar year. The negative balance of granted PTO hours shall be deemed retired if the employee, in the same calendar year that the grant is given, becomes eligible and approved for disability under Federal Social Security Disability (SSDI) qualifications within the "The Americans with Disabilities Act of 1990" and requests separation of service or retirement from the Village of Johnson Creek.

In all other cases of separation of employment with the Village of Johnson Creek, except for the exception noted above, the value of the negative PTO balance shall be deducted from the employee's final paycheck.

An employee in an unpaid leave status shall not accrue PTO.

PTO will be counted as time worked for purposes of calculating overtime pay.

Johnsrud also presented PTO for performance to encourage employees to receive additional PTO with a satisfactory evaluation. After discussion regarding the accrual hours per score, the following was recommended:

PTO for Performance

Any employee may accrue up to an additional forty (40) hours PTO annually by obtaining above satisfactory work performance. Above satisfactory work may include, but not limited to, exceptional workplace attitude, advanced aptitude of job skills, improvements in personal development, exceptional fiscal responsibility, initiation of work process improvements, providing team leadership, exemplary attendance and community volunteerism.

Employee performance evaluations shall be used to determine eligibility. Supervisors shall submit signed employee performance evaluations with noted above satisfactory work performance to the Village Administrator for approval. Employees are evaluated on a scale of 1 (lowest) to 5 (highest), with 4 and 5 being above satisfactory. Above satisfactory work performance would be determined by scores in the seven categories, communication, teamwork, promotion and support of Village image, employee development, management skills, job knowledge and quality of work and decision making and leadership within the performance evaluation form included in the Personnel Policy Manual.

To qualify for PTO for Performance, an employee must have a mean overall evaluation score, in the seven categories, of 3.0. This shall herein be noted as a "qualifying employee". A qualifying employee shall then be eligible for PTO for Performance in the following manner:

"Qualifying Employee" PTO for Performance Accrual Table

For each category (of 7) with a score of either 4 or 5:

Any score of 4 = 4 hours

Any score of 5 = 8 hours

Maximum annual accrual = 40 hours

Any PTO for Performance is in addition to the PTO accrual based on years of service.

An employee has the option to use accrued PTO for Performance accruals in the following manner:

1. Exercise PTO accrual in the year earned, partially or entirely, by the end of the calendar year, in fifteen minute increments. Any accrued and unused balances by December 31st of the calendar year earned are to be placed within the Accumulated PTO Bank.

Any accrued PTO greater than the maximum lifetime Accumulated PTO Bank limit of 90 days shall be forfeited.

2. Request annual reimbursement, based on the approved employee pay table, subject to Village Administrator approval and funding budgeted and approved by the Village Board.

A Kaltenberg/Blend motion carried to approve the above performance PTO in the policy.

A Kaltenberg/Blend motion carried to submit all changes to the next Village Board meeting in Resolution format.

Discussion Personnel Policy Manual - Section 5.14 Disability Insurance

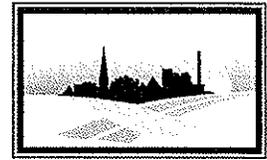
Blend reviewed the disability policy and found the current policy would never pay out and recommended getting bids for a useable disability policy that would pay out if the need arose. It was also decided to send the disability insurance and also the price of the life insurance policy to the next Personnel and Finance meeting.

Adjourn

A Kaltenberg/Blend motion carried to adjourn at 7:08 p.m.

David Blend, Chair
Personnel & Finance

PROTECTION & WELFARE COMMITTEE
August 7, 2012



*****MINUTES HAVE NOT BEEN APPROVED BY COMMITTEE*****

Chairperson Greg Schopp called the meeting to order at 6:00 p.m. In attendance: Trustees: Fred Albertz, Rory Holland and Greg Schopp. Also in attendance: Administrator Mark Johnsrud.

Statement of public notice

This meeting was posted and noticed according to law.

Approve Minutes of June 26, 2012

A Holland/Albert motion carried unanimously on a roll call vote to approve the June 26, 2012 minutes.

Personal Appearances

None

Ordinance 06-12 Repeal/Recreate Chapter 103 Bicycles

Greg Schopp explained how the use of electric motor scooters is currently not permitted anywhere within the Village. Schopp provided information from the Department of Transportation on the definition of electric motor scooters. Albertz asked if this definition would also include the plastic electric powered cars that kids use.

Johnsrud said the revisions to the ordinance would cover all electric powered wheeled toys and scooters. It would even include electric powered bicycles and segways. Bicycles and electric motor scooters would be permitted on public sidewalks subject to yielding to pedestrians. The only exception is that bicycles or scooters would not be permitted on the sidewalks within the Central Business District.

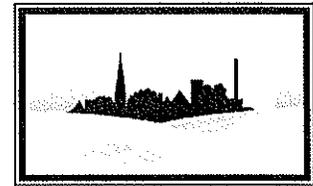
Holland mentioned that scooters would need to be registered. Johnsrud conferred that electric motor scooters would need a one time registration. The cost is ten dollars.

An Albertz/Schopp motion carried unanimously to approve Ordinance 06-12 Repeal/Recreate Chapter 103 Bicycles

A Holland/Schopp motion carried to adjourn at 6:17 p.m.

Greg Schopp, Chair
Protection & Welfare

**Park Committee Meeting
August 6, 2012**



*****MINUTES HAVE NOT BEEN APPROVED BY COMMITTEE*****

Roll Call

Temporary Chairperson Tim Semo called the meeting to order at 5:00 p.m. In attendance: Trustee Tim Semo, Jim Braunschweig, Merisa Nicholson, Rick Kaltenberg, Administrator Mark Johnsrud and Assistant Laura Crum.

Statement of Public Notice

This meeting was posted and noticed according to law.

Public Comment

Resident Jamie Guld addressed concerns at Bell Park of the placement of the proposed restrooms and the cost of installing electricity. Guld would like to see the restrooms placed on the south side of the playground equipment, which is closer to the stubbed electric.

Approval of Minutes

A Braunschweig /Nicholson motion carried 4-0 to approve June 4, 2012 minutes.

Review Bell Park Master Plan

Johnsrud noted that the Bell Park restrooms have been denied by the Village Board, if in the future the village decides to build the restrooms, at least \$125,000.00 will have to be budgeted. Committee discussed different uses for Bell Park. A Braunschweig/ R. Kaltenberg motion to hold a public hearing at Village Hall, on September 17, 2012 at 6:30 p.m. discussion and input for Bell Park master plan.

2013 Park Capital Improvement Requests

Committee questioned progress of skate park grant application. Johnsrud said that he would contact Rick Wrench for information. Committee discussed tennis courts re-surfacing at Firemans Park and Johnsrud stated bids are due for the re-surfacing on August 7, 2012.

Capital Improvement requests/changes for 2013:

Bell Park -	Wait until after Public Hearing, September 17, 2012
Centennial Park –	Concrete Under Bleachers move from 2014 to 2013 Baseball Fence Skirting -2013 Landscaping, \$20,000- 2013 Tennis Courts and Lighting– Delete (repairing courts at Firemans Park)
Firemans Park -	Concrete Under Bleachers – 2013 Baseball Fence Skirting – 2013 Ice Rink – 2013 Playground Equipment – 2013

**Park Committee Meeting
August 6, 2011**

Capital Improvement requests/changes for 2014 or later:

Centennial Park –2014 or Later

Landscaping, \$20,000 – 2014

Announcer Booth move to 2016 or later

Baseball lighting move to 2016 or later

Firemens Park -2014

Heated Ice Skating Shelter-2014

All other items on capital Improvement spread sheet to stay the same.

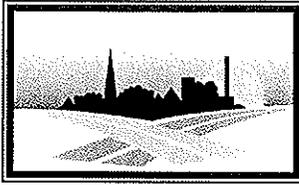
Next Meeting September 17, 2012 at 5:45 p.m.

Future Agenda Items: Parks Capital Budget Items

A Braunschweig/Nicholson motion carried 4-0 to adjourn at 6:10 p.m.

Tim Semo, Acting Chair
Park Committee

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



Village of Johnson Creek Memorandum

DATE: August 9, 2012

RE: Personnel Policy Manual - PTO

To: Village Board

At the request of Trustees Fred Albertz and Greg Schopp at the Village Board meeting on July 9th, I am providing a comparison and financial analysis of proposed changes to the Personnel Policy Manual with regard to Paid Time Off (PTO) versus vacation and sick leave benefits provided to Village employees.

Attached is an underlined version of the proposed changes to the Personnel Policy Manual showing the deletion of vacation and sick leave and the addition of PTO. This is the final draft as approved by the Personnel and Finance Committee.

The effect of the change to PTO from vacation and sick leave will have no effect on the 2013 budget as a direct cost or savings to the Village. The indirect costs or savings from productivity is very difficult to determine as a financial value.

Some highlighted changes include the elimination of sick leave which is currently earned by employees at one day per month. PTO does not differentiate between sick or vacation leave with the PTO accrual table based on hours of PTO per pay period of employment based on years of service. Banking of sick leave is currently permitted at up to 12 days per year to a maximum of 120 days. Existing sick leave is not payable to the employee unless they retire from the Village, in that case, the value of accumulated sick leave based on the employee wages at retirement could be used to reimburse future health insurance premium costs. This is a future liability and cost to the Village, however, no employee is expected to retire in 2013. Under PTO, employees may bank up to five days per year of unused PTO into an Accumulated PTO Bank to a maximum of 90 days. 30 days of the Accumulated PTO Bank would be payable to the employee upon separation from the Village as an earned benefit. Some Village employees have expressed that they are looking for other employment but this benefit would not affect the 2013 budget, as it is likely that any position vacated would take longer than 30 days to fill anyway. In addition, employees who retire may use up to 50 days of the Accumulated PTO Bank to pay for the reimbursement of health insurance premiums based on the three year average wage earned by the employee prior to retirement. PTO for performance is added to provide an employee with the opportunity to earn additional PTO based on their annual performance evaluation. There is no provision within vacation and sick leave for added days for above satisfactory performance.

Existing employees who were hired prior to January 1, 2013 would be eligible to transfer any amount within the current Sick Leave Bank to the Accumulated PTO Bank upon conversion. Any hours above the 90 day maximum for Accumulated PTO Bank would be converted; however, an employee would not be able to replenish the Accumulated PTO Bank if above the 90 day maximum.

Existing full-time employees were invited to a meeting on August 6th at 11:00 a.m. and were provided with the same attached comparison documents. Uncertainty of the changes led to a few questions on the implementation of the plan.

Should the Village Board make the decision to approve the recommendation of the Personnel and Finance Committee with regard to PTO from vacation and sick leave, I would recommend the conversion take place as of January 1, 2013. Existing employees would receive the annual PTO accrual based on their years of service as of January 1, 2013. PTO would then be accrued by all employees at their bi-weekly accrual rate as of the first pay period in 2013.

Mark Johnsrud
Village Administrator

**PTO vs Vacation/Sick
Comparison**

Years of Service	PTO	Vacation	Sick
< 1 year	3	0	1 per month
1	8	5	12
2	13	10	12
3	13	11	12
4	13	12	12
5	18	13	12
6	18	14	12
7	18	15	12
8	18	16	12
9	18	17	12
10	23	18	12
11	23	19	12
12	23	20	12
13	23	21	12
14	23	22	12
15	23	23	12
16	25	24	12
17	25	25	12
18	25	25	12
19	25	25	12
20	28	25	12
21	28	25	12
22	28	25	12
23	28	25	12
24	28	25	12
25	28	25	12
26	28	25	12
27	28	25	12
28	28	25	12
29	28	25	12
30	28	25	12

Accumulated
Leave

Leave Bank	90 days	0	120 days
Pay-Out			
Separation	Up to 30 days	Unused	0
Retirement			
Health Ins.	Up to 50 days	0	Up to 120

Earned Benefits

Performance Pay	Up to 5 days	0	0
Exempt	1 day for 30 hrs	1 day for 30 hrs	
Non-Exempt:			
Overtime	1 1/2 times or 2 times hourly pay rate		
Compensatory Hours	Banked up to 40 hours @ 1 1/2 times pay rate		

Table Revised - August 6, 2012

SECTION 5.40 VACATION BENEFITS

Full-time employees regularly working 40 hours per week shall receive annual paid vacation based on his or her regular workweek. Part-time employees regularly scheduled to work twenty (20) or more hours per week (1,040 hours per year) will earn pro-rated vacation time based on the ratio of the employee's average work hours to a forty (40) hour workweek calculated semi-annually on January 1 and July 1 using the prior six months of hours paid. The vacation schedule for continuous service is as follows:

- After 1 year of service ————— 5 days (40 hours)
- After 2 years of service ————— 10 days (80 hours)
- 3 years and thereafter ————— 10 days (80 hours) plus 1 (eight-hour) day for each additional year worked
 _____ (up to max of 25 days or 200 hours per year)

After the first anniversary date, all employees will be on a calendar year for anniversaries, i.e., the succeeding January 1st. Therefore, an employee will receive 5 days of vacation as of one year from the date they start work. An employee's next vacation anniversary will be the succeeding January 1st.

Vacation time may only be used in one quarter hour increments.

If an employee voluntarily terminates employment and has worked the full first year and gives at least two (2) weeks notice, vacation benefits earned but not taken shall be included as part of the employee's salary at the time of termination. An employee discharged by the Village forfeits vacation benefits. An employee shall be paid on a pro-rated basis for that vacation time being earned between the first of the year and the time of death, retirement or resignation.

Holidays falling during an employee's vacation shall not be charged as vacation. Employees do not earn vacation time during periods of layoff, time off for disciplinary reasons or personal leaves of absence.

SECTION 5.41 VACATION SELECTION PROCEDURES

The Village Administrator, in consultation with the appropriate department head, will determine what periods of the year, if any, during which employees may not schedule vacations and will also determine the number of employees who may take vacation at the same time in each department. Such determinations will be based on the operational needs of the Village. Employees will be notified of any periods during which they cannot use vacation prior to the annual selection process.

Vacation will be selected (by department) one day at a time. Employees will select his/her vacation time until all employees within a department have made one selection. This process will be repeated until employees have selected all of the vacation time they wish to select. Conflicts in selection will be resolved by the Department Head with final determination made by the Village Administrator. Selections will be made using the above format and will be completed no later than March 1 of the calendar year. Vacation requests after March 1 of the calendar year must be approved by the Department Head with appeals of denial made to the Village Administrator. All decisions of the Village Administrator are final and cannot be grieved.

Employees who do not schedule all vacation time prior to March 1 of each calendar year may select vacation for any available dates (subject to Village Administrator and Department Head's limitations stated above) during the calendar year. An employee must obtain prior approval from his/her supervisor for vacation selected. Any denials of vacation requests will be based on the operational needs of the Village. Vacation time selected after March 1 of each year is on a first come, first served basis. Department heads shall have all vacation approved by the Village Administrator.

All vacation must be used by December 31st or it will be forfeited unless granted an extension by the Village Board.

SECTION 5.60 — SICK LEAVE

Full-time employees earn one day of sick leave per month (12 per year) at their prevailing wage rate based on forty (40) hour work week. Part-time employees regularly scheduled to work twenty (20) or more hours per week (1,040 hours per year) will earn pro-rated sick leave based on the ratio of the employee's average work hours to a forty (40) hour workweek calculated semi-annually on January 1 and July 1 using the prior six months of hours paid.

The maximum accumulation of unused sick leave is 120 days and; days accrued in excess of 120 are forfeited except as detailed elsewhere herein. Sick leave earned during the first six (6) calendar months of employment is not available to an employee until he/she has successfully completed his introductory period unless granted an exception by the Village Board. Once notice of termination, for any reason other than retirement or death of an employee, is given or received, all accumulated sick days are forfeited except as detailed elsewhere herein.

Sick Leave is not considered a right which an employee shall use at their discretion, but shall be allowed as a privilege for the express purpose of personal (employee) illness and immediate family illness, and situations where personal appointments (doctors, dentists, or other practitioners) cannot be scheduled outside of work hours. Immediate family illness is interpreted to be: employee's father, mother, brothers, sisters, spouse, children, grandparents, grandchildren and spouse's father, mother, brothers, sisters, children, grandparents and grandchildren. Sick leave can only be used in one-quarter hour increments.

Sick days cannot be used for additional vacation days. If a department head suspects an employee is abusing sick leave due to a pattern of use, the department head may require the employee to present a certificate from a licensed practitioner or other satisfactory proof of illness for each absence of three (3) or more consecutive workdays. Any expense for the certificate shall be borne equally by the Village and the employee. Failure to comply with this section is grounds to deny sick leave pay. Department heads in concert with the Village Administrator are responsible for denial of sick leave with pay in cases where there is evidence of abuse of sick leave privilege.

Employees are not entitled to sick leave pay unless he or she reports or causes to be reported, the absence to his or her supervisor thirty (30) minutes prior to his or her scheduled start time. Employees may elect to use vacation and/or personal time in lieu of sick time at their own discretion. Employees are not entitled to use sick leave after providing a written letter of resignation without Village Administrator approval.

SECTION 5.61 — DONATIONS OF SICK LEAVE

Employees shall be allowed to contribute up to twenty-four (24) hours, in any twelve (12) month period, from their accrued sick leave to another employee who has exhausted their available sick leave, vacation, personal days and compensatory time due to a period of continued illness, injury or approved absence under the Family and Medical Leave provisions. All other contributions require Village Board approval.

SECTION 5.62 — SICK LEAVE CONVERSION UPON RETIREMENT / DEATH

If an employee retires consistent with the terms of the Employee Trust Fund, in good standing, he/she will receive a sick leave conversion for use towards health insurance payments. Such credit shall be 100% of accumulated unused sick leave to a maximum of 120 days of current pay rate. Employees hired after February 13, 2012 shall have this credit capped to a \$7,200 maximum benefit.

~~In the case of an employee's retirement in good standing, such benefit will be used for health insurance of the employee's choosing if the coverage is continuous, i.e., there is not a gap in time between coverage provided by the Village's health insurance policy and the policy of employee's choosing. If the retiring employee continues participation with the Village's health insurance policy, the Village will pay the premiums and deduct the payments directly from the employee's converted sick leave account. If the retiring employee chooses coverage other than that provided by the Village to its other employees, the employee is responsible for enrollment in, payment of premium and for submitting monthly reimbursement invoices to the Village. Such invoices must not exceed the Village's normal monthly cost for the retired employee's health coverage under the Village's plan.~~

~~In the event of death of an employee in good standing, the surviving spouse and eligible dependents may use the sick leave conversion as detailed above for health insurance.~~

~~Sick leave conversion benefits may be used to pay premiums for continuation of the Village group health insurance under the following conditions: Until retired employee turns 65 or is eligible for Medicare benefits, whichever occurs sooner, and the Village's health insurance provider allows such continued participation, and for secondary, supplemental health insurance after the employee is eligible for Medicare benefits.~~

SECTION 5.63 — LIGHT DUTY AFTER SICK LEAVE

~~During the course of his/her recuperation, an employee on extended sick time may request to return to work for light duty, subject to the direction of his/her physician. The Village will accommodate this request if work for which the employee is qualified is available in his/her department or another department, subject to the approval of the department head(s) and in concert with the Administrator whose approval shall not unreasonably be denied. Light duty work shall be, temporary or non-recurring work, not exceed a six (6) month period of time in any thirty-six consecutive month period. An employee who is placed on light duty and is physically unable to resume full duties (as defined by the employee's job description) at the end of the six (6) month period of time, shall either be permanently reclassified or reassigned, placed on Family and Medical Leave or terminated.~~

SECTION 5.50 PAID TIME OFF

"Paid Time Off" (PTO) is an all-inclusive program that will provide income protection for "no fault" time away from work, including illness-related absences. Another portion of the PTO program is the Accumulated PTO Bank, which may be used for an employee's health appointments, out-patient procedures, illness, injury, disability, hospitalization or the terms of Family Medical Leave Act (FMLA).

Whenever the provisions of this policy conflict with federal or state laws or regulations, the provisions of the laws or regulation shall prevail.

Paid Time Off will be used for the variety of traditional types of time away from work, in which, the employee does not have to designate the reasons for the scheduled absences being requested.

Eligibility requires that all permanent full-time and eligible part-time employees employed after January 1, 2013 must participate in this policy.

PTO Accrual

PTO shall be accrued and allocated on a bi-weekly basis. PTO increases with years of service in accordance with the following schedule.

<u>Years of Service</u>	<u>Bi-Weekly / Annual PTO Eligibility</u>	<u>Maximum Accrual</u>
Less 1 year	24 hrs (3 days)	24 hours
1 year	2.461 hrs bi-weekly = 64 hrs (8 days)	104 hours
2 to 4 years	4.000 hrs bi-weekly = 104 hrs (13 days)	144 hours
5 to 9 years	5.538 hrs bi-weekly = 144 hrs (18 days)	184 hours
10 to 15 years	7.076 hrs bi-weekly = 184 hrs (23 days)	224 hours
16 to 18 years	7.692 hrs bi-weekly = 200 hrs (25 days)	240 hours
19 to 30 years	8.615 hrs bi-weekly = 224 hrs (28 days)	264 hours

Maximum accrual provisions for hourly employees shall be capped at the Annual PTO Eligibility rate above. Salaried full-time, exempt, supervisory personnel including the Village Administrator, Clerk-Treasurer, Water/Waste Water Superintendent, Street Superintendent, Library Director and part-time, exempt, supervisory personnel including the Police Chief, Fire Chief and EMS Director shall accrue additional PTO up to eight (8) hours for every additional thirty (30) hours worked beyond a forty (40) hour work week to a maximum of forty (40) PTO hours annually

Regular part-time employees with more than twenty-eight (28) hours per week will receive a pro-rated portion of PTO based on the number of hours they typically work excepting part-time exempt salaried employees with twenty (20) hours or more per week will receive a pro-rated portion of PTO. To calculate the accrual for part-time employees, hours worked are divided by 40; then multiplied by hours of PTO bi-weekly annual eligibility based on years of continuous service.

Regular part-time employees with less than twenty-eight (28) hours per week will receive eight (8) hours of PTO annually on January 1st.

All new employees will receive their annual PTO at their first two-week pay period. The first pay period after January 1 of their date of hire they will begin to accrue PTO on a bi-weekly basis.

PTO Usage

PTO is a benefit to be used by every permanent full-time and eligible part-time employee. Employees, except new employees, are strongly encouraged to use forty (40) consecutive hours annually, but in any event must use a minimum of forty (40) nonconsecutive hours during the course of the year. Employees who fail to use a minimum of forty (40) hours of leave during a year may be subject to mandatory scheduling revisions.

Scheduled PTO must be requested with at least a three (3) day advance notice and may be taken in fifteen (15) minute increments as deemed necessary and desirable by the employee subject to approval of the department head. All PTO will be paid at the employee's regular rate of pay.

An employee shall continue to accrue PTO during a leave of absence as long as the leave is with pay.

If an employee's accrued PTO days have been exhausted, the Village Administrator has the authority to grant additional PTO up to an employee's Annual PTO Eligibility subject to a lifetime maximum benefit of forty (40) hours. Additional granted PTO hours shall remain as a negative balance to the employee, to be retired through future PTO accruals at a minimum rate of eight (8) hours per calendar year. The negative balance of granted PTO hours shall be deemed retired if the employee, in the same calendar year that the grant is given, becomes eligible and approved for disability under Federal Social Security Disability (SSDI) qualifications within the "The Americans with Disabilities Act of 1990" and requests separation of service or retirement from the Village of Johnson Creek.

In all other cases of separation of employment with the Village of Johnson Creek, except for the exception noted above, the value of the negative PTO balance shall be deducted from the employee's final paycheck.

An employee in an unpaid leave status shall not accrue PTO.

PTO will be counted as time worked for purposes of calculating overtime pay.

PTO Unscheduled Leave

All employees shall report any illness immediately to their Department Head or designee, and shall inform the Department Head or designee of an anticipated date of return.

Unscheduled leave/absences are defined as unscheduled time off that is unapproved in advance. If less than three (3) working days' notice are given for any requested time off, the absence is considered unscheduled. A Department Head or designee may grant approval of a request of unscheduled leave by an employee to use PTO with less than three (3) days notice if the impact does not affect department workload, project completion, and sufficient staffing levels exists.

Employees absent from work for unplanned absences and receiving PTO may not work, perform services, receive or earn compensation from any other entity, including the employee's own business, from the beginning of such absence until the employee returns to work, unless authorized in advance by the Department Head or designee.

Excessive unscheduled absences or apparent misuses of the PTO program's flexibility will be addressed as necessary and may ultimately result in disciplinary action. Supervisors have the responsibility to determine the impact of unscheduled absences and whether disciplinary action is warranted, depending on the situation and the reason for the unscheduled absence.

Upon request by the Department Head, any employee who is unable to work on account of sickness or accident for more than three (3) separate unscheduled absences in a calendar year may be required to provide a doctor's certificate as proof of the employee's inability to work. The Village reserves the right to check whether or not the employee is actually ill or unable to work on account of an injury and to have an employee examined by a physician paid for by the Employer.

PTO Accumulation

PTO maximum accrual limits are capped bi-weekly as set forth in PTO Accrual. If the cap is exceeded, the excess PTO hours automatically will be transferred into the employee's Accumulated PTO Bank.

Full-time, exempt, supervisory personnel including the Village Administrator, Clerk-Treasurer, Water/Waste Water Superintendent, Street Superintendent, Library Director and part-time, exempt, supervisory personnel including the Police Chief, Fire Chief and EMS Director shall accrue additional PTO up to eight (8) hours for every additional thirty (30) hours worked beyond a forty (40) hour work week to a maximum of forty (40) PTO hours annually. These additional accumulated PTO hours are subject to the maximum accrual limit and may be used in the following year as accrued PTO or may be placed in the Accumulated PTO Bank up to five (5) additional days annually and are in addition to any other hours placed in the Accumulated PTO Bank on an annual basis.

PTO Reimbursement of Accumulated Leave

Upon separation of employment in good standing from the Village, employees who have worked at least six (6) months shall be paid for all up to thirty (30) days of PTO within their Accumulated PTO Bank. Any other PTO within the Accumulated PTO Bank shall be forfeited.

Employees may not utilize planned PTO to extend an employee's last date of employment, nor may it apply towards the required notice period which is intended as a working notice.

Employees who are discharged for cause or who quit without a minimum of two (2) weeks notice

shall forfeit their Accumulated PTO Bank.

Accumulated PTO Bank

Any employee may place up to five (5) days within the Accumulated PTO Bank annually.

Accumulated PTO Bank may be used to address short-term medical issues including outpatient procedures as well as doctor or dental appointments of the employee or of an eligible family member. Accumulated PTO Bank may also be used for long term medical needs for an employee's personal illness or the personal illness of an eligible family member under the Family and Medical Leave Act.

In the event the Medical Leave Bank is exhausted for qualifying events, employees will use PTO. Time off without pay is not allowed. Exceptions are for absences covered by FMLA. Negative balances are not permitted.

Non-Emergency illnesses and procedures require the employee to provide a three (3) day notice for any use of the Accumulated PTO Bank to their Department Head or supervisor. If a three day notice is not provided the absence will be treated as an unscheduled leave and deducted from the employee's annual earned PTO.

Employees who have a covered event that will require the employee to be absent for longer than three (3) working days, are required to contact their Department Heads or designee.

The Accumulated PTO Bank account may be accessed for an employee's non-intermittent FMLA after the appropriate certifications have been received and approved by the Village Administrator.

Using the Accumulated PTO Bank for intermittent leave may be allowed upon approval of the Village Administrator under certain circumstances such as prolonged therapies necessitating multiple appointments, travel requirements or symptomatic absences due to treatments.

The Accumulated PTO Bank account may be used for the three (3) day waiting period to cover time loss in the event of a Worker's Compensation time loss.

In the event, an employee utilizes all his or her Accumulated PTO Bank; another employee may transfer and forfeit up to twenty-four (24) hours within any twelve month period.

The Village reserves the right to require satisfactory proof of illness, which may include a physician's statement or other evidence. Unauthorized use of Accumulated PTO Bank may result in loss of pay for the duration of the absence and may be considered grounds for disciplinary action.

The Village may require the employee to provide a certificate of recovery before the employee returns to work from either a registered physician as named by the employee or the Village.

Employees may accumulate up to a maximum of 90 days (720 hours) in their Accumulated PTO Bank. Once an employee's Accumulated PTO Bank reaches a maximum of 720 hours, no more hours will be credited until hours are used and hours fall below the 720 hour maximum.

Employees hired prior to January 1, 2013 are required to convert any and all accumulated sick leave hours into the Accumulated PTO Bank. Any use of hours above 720 hours cannot be replenished with unused PTO hours until the Accumulated PTO Bank complies with the above paragraph.

Employees hired prior to January 1, 2013 may convert any remaining balance of their Accumulated PTO Bank, up to the amount of accumulated sick leave converted to their Accumulated PTO Bank account on January 1, 2013, to an amount based on their current wages or salary to be used to cover monthly health insurance premiums paid by the Village after the employee's retirement. The employee's share of the premiums must be paid out-of-pocket and is not subject to reimbursement from the Accumulated PTO Bank.

Employees hired after January 1, 2013 may convert their Accumulated PTO Bank to an amount based on the average of three (3) years of wages or salary earned during employment with the Village prior to retirement to an "average daily wage" amount multiplied by the number of days remaining in their Accumulated PTO Bank, up to fifty (50) days. This amount may be used to cover monthly health insurance premiums paid by the Village after the employee's retirement. The employee's share of the premium is the same as the amount of the employee's share of the premium at retirement which must be paid out-of-pocket and is not subject to reimbursement from the Accumulated PTO Bank.

If any retired employment fails to reimburse the Village for out-of-pocket health insurance premiums paid, within thirty (30) days of a written notice from the Village, the employee shall forfeit the remaining Accumulated PTO Bank and the Village shall not be obligated to continue health insurance premium payments for the retired employee.

PTO for Performance

Any employee may accrue up to an additional forty (40) hours PTO annually by obtaining above satisfactory work performance. Above satisfactory work may include, but not limited to, exceptional workplace attitude, advanced aptitude of job skills, improvements in personal development, exceptional fiscal responsibility, initiation of work process improvements, providing team leadership, exemplary attendance and community volunteerism.

Employee performance evaluations shall be used to determine eligibility. Supervisors shall submit signed employee performance evaluations with noted above satisfactory work performance to the Village Administrator for approval. Employees are evaluated on a scale of 1 (lowest) to 5 (highest), with 4 and 5 being above satisfactory. Above satisfactory work performance would be determined by scores in the seven categories, communication, teamwork, promotion and support of Village image, employee development, management skills, job knowledge and quality of work and decision making and leadership within the performance evaluation form included in the Personnel Policy Manual.

To qualify for PTO for Performance, an employee must have a mean overall evaluation score, in the seven categories, of 3.0. This shall herein be noted as a "qualifying employee". A qualifying employee shall then be eligible for PTO for Performance in the following manner:

"Qualifying Employee" PTO for Performance Accrual Table

For each category (of 7) with a score of either 4 or 5:

Any score of 4 = 4 hours

Any score of 5 = 8 hours

Maximum annual accrual = 40 hours

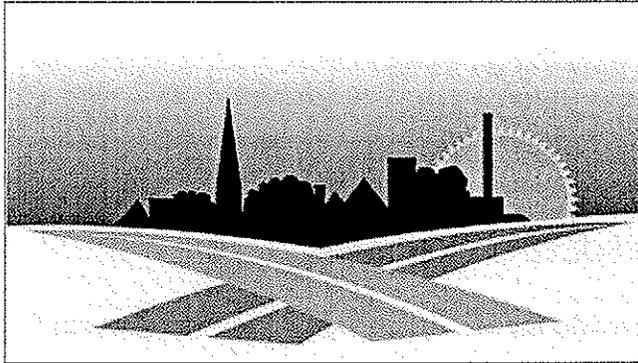
Any PTO for Performance is in addition to the PTO accrual based on years of service.

An employee has the option to use accrued PTO for Performance accruals in the following manner:

1. Exercise PTO accrual in the year earned, partially or entirely, by the end of the calendar year, in fifteen minute increments. Any accrued and unused balances by December 31st of the calendar year earned are to be placed within the Accumulated PTO Bank. Any accrued PTO greater than the maximum lifetime Accumulated PTO Bank limit of 90 days shall be forfeited.
2. Request annual reimbursement, based on the approved employee pay table, subject to Village Administrator approval and funding budgeted and approved by the Village Board.

Village of Johnson Creek

Crossroads With A Future



RESOLUTION 78-12

REQUEST
FARMER'S MARKET
STEVE WOLLIN

Improvement and Services Committee 8-1-12

Village Board 8-13-12

Requested by: Improvement and Services Committee

Introduced by: Village Trustee Tim Semo

RESOLUTION 78-12

REQUEST
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 the use of Veterans Park on Saturday mornings from 7:00 a.m. to Noon from June 15, 2013 to October 5, 2013 for a Farmer's Market organization represented by Steve Wollin, and

WHEREAS, Steve Wollin requested further consideration to include:

- 1) Waive Temporary Use Permit fees for 2013 in the amount of \$50,
2) Permanent placement of a community event sign in Veterans Park,
2) Placement of two Farmer's Market signs to be placed on Village property from May 15, 2013 to October 5, 2013 to be paid for using Village room tax funds,
3) Creation of a Director of the JC Farmer's Market, and

WHEREAS, that the Improvement and Services Committee recommends the following:

- 1) Temporary Use Permit fee shall be paid from Village Room Tax,
2) Deny permanent placement of community event sign in Veterans Park,
3) Permit placement of two temporary signs on Village property the day of the Farmer's Market event but to deny any permanent placement of signage from May 15, 2013 to October 5, 2013 to be paid from room tax funds,
4) Deny Village sponsorship of the Farmer's Market at this time, and

NOW THEREFORE BE IT RESOLVED, that the Village Board of Trustees of the Village of Johnson Creek approve the recommendation of the Improvement and Services Committee regarding the requests of Steve Wollin for the Farmer's Market, and

BE IT FURTHER RESOLVED, that the Village Clerk/Treasurer and Administrator are authorized to effectuate such transaction.

PASSED AND ADOPTED by the Village Board of Trustees this 13th day of August 2012.

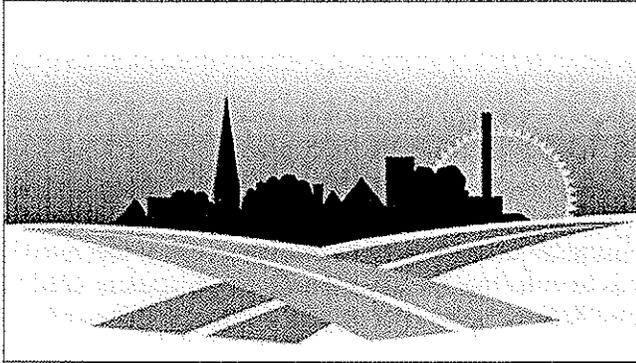
Michelle Kaltenberg, Village President

ATTEST:

Joan Dykstra, Clerk - Treasurer

Village of Johnson Creek

Crossroads With A Future



RESOLUTION 73-12

POST ISSUANCE COMPLIANCE POLICY FOR TAX-EXEMPT OBLIGATIONS

Personnel and Finance 8-2-12 A (2-0)

Village Board 8-13-12

Requested by: Quarles & Brady

Introduced by: Village President Michelle Kaltenberg

RESOLUTION 73-12

POST-ISSUANCE COMPLIANCE POLICY FOR TAX-EXEMPT OBLIGATIONS

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

WHEREAS, The policy documents practices and describes various procedures and systems designed to identify on a timely basis facts relevant to demonstrating compliance with the requirements that must be satisfied subsequent to the issuance of Obligations in order that the interest on such Obligations continue to be eligible to be excluded from gross income for federal income tax purposes or that the Obligations continue to receive tax-advantaged treatment; and

WHEREAS, the IRS has been strongly encouraging issuers to adopt general policies for tax compliance on an overall basis. The IRS has gone so far as to suggest that, in the event of an audit, an issuer will receive more favorable treatment if it has a policy in place; and

NOW THEREFORE BE IT RESOLVED, that the Village Board of Trustees of the Village of Johnson Creek hereby approve a post-issuance compliance policy for tax-exempt obligations, and

BE IT FURTHER RESOLVED, that the Village Clerk/Treasurer and Administrator are authorized to effectuate such transaction.

PASSED AND ADOPTED by the Village Board of Trustees this 13th day of August 2012.

Michelle Kaltenberg, Village President

ATTEST:

Joan Dykstra, Clerk – Treasurer

Post-Issuance Compliance Policy for Tax-Exempt and Tax-Advantaged Obligations

Adopted: August 13, 2012

Statement of Purpose

This Post-Issuance Compliance Policy (the “Policy”) sets forth specific policies of the Village of Johnson Creek, Wisconsin (the “Issuer”) designed to monitor post-issuance compliance of tax-exempt obligations or tax-advantaged obligations (“Obligations”) issued by the Issuer with applicable provisions of the Internal Revenue Code of 1986, as amended (the “Code”), and regulations promulgated thereunder (“Treasury Regulations”).

The Policy documents practices and describes various procedures and systems designed to identify on a timely basis facts relevant to demonstrating compliance with the requirements that must be satisfied subsequent to the issuance of Obligations in order that the interest on such Obligations continue to be eligible to be excluded from gross income for federal income tax purposes or that the Obligations continue to receive tax-advantaged treatment. The federal tax law requirements applicable to each particular issue of Obligations will be detailed in the arbitrage or tax certificate prepared by bond counsel and signed by officials of the Issuer and the post-closing compliance checklist provided by bond counsel with respect to that issue. This Policy establishes a permanent, ongoing structure of practices and procedures that will facilitate compliance with the requirements for individual borrowings.

The Issuer recognizes that compliance with applicable provisions of the Code and Treasury Regulations is an on-going process, necessary during the entire term of the Obligations, and is an integral component of the Issuer’s debt management. Accordingly, the analysis of those facts and implementation of the Policy will require on-going monitoring and consultation with bond counsel and the Issuer’s accountants.

General Policies and Procedures

The following policies relate to procedures and systems for monitoring post-issuance compliance generally.

- A. The [Clerk] [Treasurer] [Business Manager] [Finance Director] [Administrator] (the “Compliance Officer”) shall be responsible for monitoring post-issuance compliance issues. [For utility issues, the Compliance Officer will coordinate with the Utility’s [Business Manager] with respect to monitoring post-issuance compliance.]
- B. The Compliance Officer will coordinate procedures for record retention and review of such records.
- C. All documents and other records relating to Obligations issued by the Issuer shall be maintained by or at the direction of the Compliance Officer. In maintaining such documents and records, the Compliance Officer will comply with applicable Internal

Revenue Service (“IRS”) requirements, such as those contained in Revenue Procedure 97-22.

- D. The Compliance Officer shall be aware of options for voluntary corrections for failure to comply with post-issuance compliance requirements (such as remedial actions under Section 1.141-12 of the Regulations and the Treasury’s Tax-Exempt Bonds Voluntary Closing Agreement Program) and take such corrective action when necessary and appropriate.
- E. The Compliance Officer will review post-issuance compliance procedures and systems on a periodic basis, but not less than annually.

Issuance of Obligations - Documents and Records

With respect to each issue of Obligations, the Compliance Officer will:

- A. Obtain and store a closing binder and/or CD or other electronic copy of the relevant and customary transaction documents (the “Transcript”).
- B. Confirm that bond counsel has filed the applicable information report (e.g., Form 8038, Form 8038-G, Form 8038-CP) for such issue with the IRS on a timely basis.
- C. Coordinate receipt and retention of relevant books and records with respect to the investment and expenditure of the proceeds of such Obligations with other applicable staff members of the Issuer.

Arbitrage

The following policies relate to the monitoring and calculating of arbitrage and compliance with specific arbitrage rules and regulations.

The Compliance Officer will:

- A. Confirm that a certification of the initial offering prices of the Obligations with such supporting data, if any, required by bond counsel, is included in the Transcript.
- B. Confirm that a computation of the yield on such issue from the Issuer’s financial advisor or bond counsel (or an outside arbitrage rebate specialist) is contained in the Transcript.
- C. Maintain a system for tracking investment earnings on the proceeds of the Obligations.
- D. Coordinate the tracking of expenditures, including the expenditure of any investment earnings. If the project(s) to be financed with the proceeds of the Obligations will be funded with multiple sources of funds, confirm that the Issuer has adopted an accounting methodology that maintains each source of financing separately and monitors the actual expenditure of proceeds of the Obligations.

- E. Maintain a procedure for the allocation of proceeds of the issue and investment earnings to expenditures, including the reimbursement of pre-issuance expenditures. This procedure shall include an examination of the expenditures made with proceeds of the Obligations within 18 months after each project financed by the Obligations is placed in service and, if necessary, a reallocation of expenditures in accordance with Section 1.148-6(d) of the Treasury Regulations.
- F. Monitor compliance with the applicable “temporary period” (as defined in the Code and Treasury Regulations) exceptions for the expenditure of proceeds of the issue, and provide for yield restriction on the investment of such proceeds if such exceptions are not satisfied.
- G. Ensure that investments acquired with proceeds of such issue are purchased at fair market value. In determining whether an investment is purchased at fair market value, any applicable Treasury Regulation safe harbor may be used.
- H. Avoid formal or informal creation of funds reasonably expected to be used to pay debt service on such issue without determining in advance whether such funds must be invested at a restricted yield.
- I. Consult with bond counsel prior to engaging in any post-issuance credit enhancement transactions or investments in guaranteed investment contracts.
- J. Identify situations in which compliance with applicable yield restrictions depends upon later investments and monitor implementation of any such restrictions.
- K. Monitor compliance with six-month, 18-month or 2-year spending exceptions to the rebate requirement, as applicable.
- L. Procure a timely computation of any rebate liability and, if rebate is due, to file a Form 8038-T and to arrange for payment of such rebate liability.
- M. Arrange for timely computation and payment of “yield reduction payments” (as such term is defined in the Code and Treasury Regulations), if applicable.

Private Activity Concerns

The following polices relate to the monitoring and tracking of private uses and private payments with respect to facilities financed with the Obligations.

The Compliance Officer will:

- A. Maintain records determining and tracking facilities financed with specific Obligations and the amount of proceeds spent on each facility.
- B. Maintain records, which should be consistent with those used for arbitrage purposes, to allocate the proceeds of an issue and investment earnings to expenditures, including the reimbursement of pre-issuance expenditures.

- C. Maintain records allocating to a project financed with Obligations any funds from other sources that will be used for otherwise non-qualifying costs.
- D. Monitor the expenditure of proceeds of an issue and investment earnings for qualifying costs.
- E. Monitor private use of financed facilities to ensure compliance with applicable limitations on such use. Examples of potential private use include:
 - 1. Sale of the facilities, including sale of capacity rights;
 - 2. Lease or sub-lease of the facilities (including leases, easements or use arrangements for areas outside the four walls, e.g., hosting of cell phone towers) or leasehold improvement contracts;
 - 3. Management contracts (in which the Issuer authorizes a third party to operate a facility, e.g., cafeteria) and research contracts;
 - 4. Preference arrangements (in which the Issuer permits a third party preference, such as parking in a public parking lot);
 - 5. Joint-ventures, limited liability companies or partnership arrangements;
 - 6. Output contracts or other contracts for use of utility facilities (including contracts with large utility users);
 - 7. Development agreements which provide for guaranteed payments or property values from a developer;
 - 8. Grants or loans made to private entities, including special assessment agreements; and
 - 9. Naming rights arrangements.

Monitoring of private use should include the following:

- 1. Procedures to review the amount of existing private use on a periodic basis; and
- 2. Procedures for identifying in advance any new sale, lease or license, management contract, sponsored research arrangement, output or utility contract, development agreement or other arrangement involving private use of financed facilities and for obtaining copies of any sale agreement, lease, license, management contract, research arrangement or other arrangement for review by bond counsel.

If the Compliance Officer identifies private use of facilities financed with tax-exempt or tax-advantaged debt, the Compliance Officer will consult with the Issuer's bond counsel to

determine whether private use will adversely affect the tax status of the issue and if so, what remedial action is appropriate. The Compliance Officer should retain all documents related to any of the above potential private uses.

Qualified Tax-Exempt Obligations

If the Issuer issues “qualified tax-exempt obligations” in any year, the Compliance Officer shall monitor all tax-exempt financings (including lease purchase arrangements and other similar financing arrangements and conduit financings on behalf of 501(c)(3) organizations) to assure that the \$10,000,000 “small issuer” limit is not exceeded.

Federal Subsidy Payments

The Compliance Officer shall be responsible for the calculation of the amount of any federal subsidy payments and the timely preparation and submission of the applicable tax form and application for federal subsidy payments for tax-advantaged obligations such as Build America Bonds, New Clean Renewable Energy Bonds and Qualified School Construction Bonds.

Reissuance

The following policies relate to compliance with rules and regulations regarding the reissuance of Obligations for federal law purposes.

The Compliance Officer will identify and consult with bond counsel regarding any post-issuance change to any terms of an issue of Obligations which could potentially be treated as a reissuance for federal tax purposes.

Record Retention

The following policies relate to retention of records relating to the Obligations issued.

The Compliance Officer will:

- A. Coordinate with staff regarding the records to be maintained by the Issuer to establish and ensure that an issue remains in compliance with applicable federal tax requirements for the life of such issue.
- B. Coordinate with staff to comply with provisions imposing specific recordkeeping requirements and cause compliance with such provisions, where applicable.
- C. Coordinate with staff to generally maintain the following:
 1. The Transcript relating to the transaction (including any arbitrage or other tax certificate and the bond counsel opinion);
 2. Documentation evidencing expenditure of proceeds of the issue;
 3. Documentation regarding the types of facilities financed with the proceeds of an issue, including, but not limited to, whether such facilities are land,

buildings or equipment, economic life calculations and information regarding depreciation.

4. Documentation evidencing use of financed property by public and private entities (e.g., copies of leases, management contracts, utility user agreements, developer agreements and research agreements);
 5. Documentation evidencing all sources of payment or security for the issue; and
 6. Documentation pertaining to any investment of proceeds of the issue (including the purchase and sale of securities, SLGs subscriptions, yield calculations for each class of investments, actual investment income received by the investment of proceeds, guaranteed investment contracts, and rebate calculations).
- D. Coordinate the retention of all records in a manner that ensures their complete access to the IRS.
- E. Keep all material records for so long as the issue is outstanding (including any refunding), plus seven years.

Continuing Disclosure

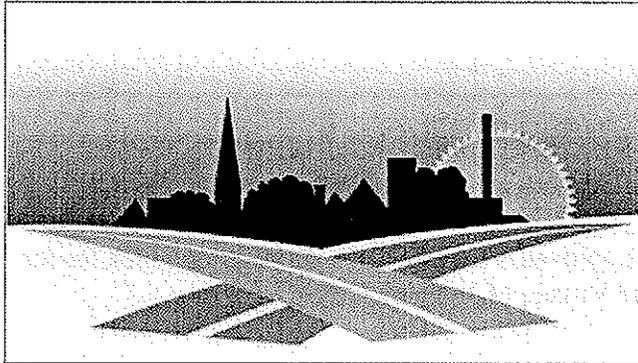
Under the provisions of SEC Rule 15c2-12 (the “Rule”), underwriters are required to obtain an agreement for ongoing disclosure in connection with the public offering of securities in a principal amount in excess of \$1,000,000. Unless the Issuer is exempt from compliance with the Rule as a result of certain permitted exemptions, the Transcript for each issue of Obligations will include an undertaking by the Issuer to comply with the Rule. The Compliance Officer of the Issuer will monitor compliance by the Issuer with its undertakings, which may include the requirement for an annual filing of operating and financial information and will include a requirement to file notices of listed “material events.”

Conduit Bond Financings

In conduit bond financings, such as industrial revenue bonds or Midwestern Disaster Area Bonds, the Issuer is not in a position to directly monitor compliance with arbitrage requirements and qualified use requirements because information concerning and control of those activities lies with the private borrower. The Issuer’s policy in connection with conduit financings is to require that the bond documents in such financings impose on the borrower (and trustee or other applicable party) responsibility to monitor compliance with qualified use rules and arbitrage and other federal tax requirements and to take necessary action if remediation of nonqualified bonds is required.

Village of Johnson Creek

Crossroads With A Future



RESOLUTION 74-12

APPROVING PETITION FOR 2013 COUNTY HIGHWAY AID

Personnel and Finance Committee 8-2-12 A (2-0)

Village Board 8-13-12

Requested by: Jefferson County

Introduced by: Village President Michelle Kaltenberg

RESOLUTION 74-12

APPROVING PETITION FOR 2013 COUNTY HIGHWAY AID

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

WHEREAS, Jefferson County has approved a resolution to appropriate funds for the improvement of highways within the Village of Johnson Creek,

WHEREAS, the total improvement costs is \$4,268 based on 21.34 miles of Village Streets,

WHEREAS, Jefferson County's share is 50% or \$2,134,

WHEREAS, as of June 30, 2012 there is \$75,910.34 in the Johnson Creek Road Construction Fund for work done by Jefferson County for paving, seal coating, etc. for roads in Johnson Creek,

NOW THEREFORE BE IT RESOLVED, that the Village Board approves petitioning Jefferson County for payment of County Highway Aid in the amount of \$2,134, and the Village of Johnson Creek pay their 50% share in the amount of \$2,134 to be coded to account number 1-134.310 Highway Advances to County.

BE IT FURTHER RESOLVED, that the Village Clerk/Treasurer and Administrator are authorized to effectuate such transaction.

PASSED AND ADOPTED by the Village Board of Trustees this 13th day of August 2012.

Michelle Kaltenberg, Village President

ATTEST:

Joan Dykstra, Clerk – Treasurer

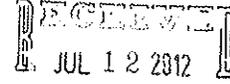


Jefferson County Highway Department
 141 West Woolcock Street
 Jefferson, WI 53549
 920-674-7288 920-674-7446 fax

William T. Kern
 Highway Commissioner
 Highway Account Clerk
 Alice Fischer

July 11, 2012

Joan Dykstra, Village Clerk
 Village of Johnson Creek
 125 Depot Street
 Johnson Creek, WI 53038



BY:.....

Dear Joan,

This letter is in regards to the County Road Aid Petition Money. This year it has been decided to handle the County Road Aid similar to last year. Like last year, we have decided that the municipalities should only send in their portion of the funds and that the Highway Department will match these funds in 2013. This means that in April of 2013, we will be applying our matching funds to your account so that the full amount can be used in 2013 for road construction projects.

We would appreciate having the enclosed petition form and your municipalities' portion of the petition monies returned to the County Highway Office by August 30, 2012. The petition is being mailed to you in duplicate. Please return the original to the Highway Office after your village meeting in order that the Highway Committee can report to the County Board of Supervisors. The duplicate is for your files.

The Village of Johnson Creek has 21.34 miles of village streets, according to the mileage established by the Wisconsin Department of Transportation on January 1, 2012. This figure is now updated annually. Therefore, the municipalities' amount of the petition that is due by August 30, 2012 is \$2,134.00. The county share amounting to \$2,134.00 will be applied to the municipalities account in April of 2013.

Enclosed is a copy of County Road Aid Resolution No. 2005-02. On April 19, 2005, the County Board of Supervisors adopted Resolution No. 2005-02 establishing the procedure for County Road Aid to towns, villages and cities for road projects. The most notable change in County Road Aid is that the Jefferson County Highway Department has the right of first refusal on future road construction projects.

We again offer the cooperation and help of our Highway Department if you wish to consult us regarding proposed street work in the Village of Johnson Creek. Please notify our office if you are going to do any construction, so that our staff may assist you in assessing your needs and making recommendations.

If there are any questions regarding this or other matters related to our department, please contact me or another member of our staff.

Sincerely,
 JEFFERSON COUNTY HIGHWAY DEPARTMENT

William T. Kern
 Highway Commissioner

NOTE: Petition and check for municipalities' portion of petition **MUST** be in our office by August 30, 2012. If there is a concern with the date please contact our office.

PETITION FOR COUNTY HIGHWAY AID

The Village of Johnson Creek, Jefferson County, Wisconsin, hereby petitions the Board of Supervisors of the County of Jefferson as follows:

1. That heretofore, to-wit, on the 13th day of August, 2012, at a lawful meeting of the governing body of said municipality a resolution was duly adapted to appropriate funds for the improvement of highways in said municipality at a cost estimated as follows:

Local municipality share \$2,134.00 (to be paid by August 30)

County of Jefferson share \$2,134.00 (to be applied to account in April)

Total improvement costs \$4,268.00

2. That the County of Jefferson share of the appropriation does not exceed the maximum of \$100.00 per mile of local roads in said municipality.

3. That said municipality is willing to abide by the rules set forth in Resolution No. 2005-02 adopted April 19, 2005, and to offer the Jefferson County Highway Department a right of first refusal for the work.

4. According to the resolution, Village of Johnson Creek takes the position of (must check one):

Will participate in County Road Aid this year.

Does not wish to participate in County Road Aid this year.

WHEREFORE, said municipality requests that the Board of Supervisors of the County of Jefferson grant this petition for County highway aid in the sum of \$ \$2,134.00 in accordance with the provisions of s.83.14 and s. 83.03(1) of the Wisconsin Statutes and in accordance with the resolutions of said Board of Supervisors heretofore adopted.

Dated this 13th day of August, 2012.

Village of Johnson Creek

Mark Johnsrud, Administrator

Michelle Kaltenberg, Village President

NOTE: Petition and check for municipalities' portion of petition **MUST** be in our office by August 30

RESOLUTION NO. 2005-02

WHEREAS, Resolution No. 172, adopted March 11, 1969, establishes the procedure for county aid to towns, villages and cities for road projects, and

WHEREAS, Section 83.14, Wis. Stats., provides that the County is not obligated to aid town or village construction in excess of \$2,000 per year, and

WHEREAS, the County may provide discretionary aid under Section 83.03, Stats., in excess of \$2,000, and

WHEREAS, previous County Board policy is to provide aid to towns, villages and cities at the rate of \$100 per mile of roads within their respective municipalities, and

WHEREAS, it is desirable when discretionary aid is granted that the County Highway Department have the opportunity to perform the work,

NOW, THEREFORE, BE IT RESOLVED that filing a petition for county road aid in excess of \$2,000 in any year shall require the petitioning municipality to offer the work to the County Highway Department prior to entering into a contract with another party.

BE IT FURTHER RESOLVED that municipalities carrying over balances shall not be required to offer the Highway Department a right of first refusal for the work if said work is contracted for in 2006.

Fiscal Note: The 2005 budget contains \$92,874 for this program. Requiring municipalities to offer the work under this program to the County Highway Department may result in greater utilization of Highway Department forces and savings from greater economies of scale. It is not anticipated that this resolution will have a significant fiscal impact.

AYES ____26____

NOES ____1____ (Bockmann)

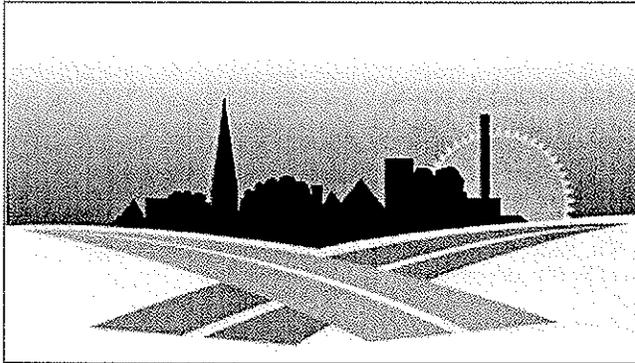
ABSENT ____3____

Requested by
Highway Committee

04-19-05

Village of Johnson Creek

Crossroads With A Future



RESOLUTION 75-12

SETTLEMENT AGREEMENT AMC SHOWPLACE THEATRES INC. v. VILLAGE OF JOHNSON CREEK

Personnel and Finance Committee 8-2-12 A (2-0)

Village Board 8-13-12

Requested by: Village Board

Introduced by: Village President Michelle Kaltenberg

STATE OF WISCONSIN VILLAGE OF JOHNSON CREEK JEFFERSON COUNTY

RESOLUTION 75-12

SETTLEMENT AGREEMENT
AMC SHOWPLACE THEATRES, INC. V. VILLAGE OF JOHNSON CREEK

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

WHEREAS, AMC SHOWPLACE THEATRES, Inc. protested the assessment of parcels 141-0715-0743-003 and 141-0715-0743-004 and took action in Jefferson County Circuit Court, as, *AMC Showplace Theatres, Inc v. Village of Johnson Creek*; Case No. 10-CV-302, and

WHEREAS, both parties have agreed to a settlement agreement, and

NOW THEREFORE BE IT RESOLVED, that the Village Board of Trustee of the Village of Johnson Creek approve the settlement agreement between AMC Showplace Theatres, Inc. and the Village of Johnson Creek, Jefferson County, Wisconsin, and

BE IT FURTHER RESOLVED, that the Village Clerk/Treasurer and Administrator are authorized to effectuate such transaction.

PASSED AND ADOPTED by the Village Board of Trustees this 13th day of August 2012.

Michelle Kaltenberg, Village President

ATTEST:

Joan Dykstra, Clerk – Treasurer

SETTLEMENT AGREEMENT

This Agreement is between AMC Showplace Theaters, Inc. ("AMC"), a corporation organized and existing under the laws of the State of Missouri and registered and authorized to conduct business in the State of Wisconsin, and the Village of Johnson Creek, Wisconsin (the "Village"), a municipal corporation organized and existing under the laws of the State of Wisconsin.

1. Definitions. In this Agreement:

(a) The "Property" means the land and improvements located at 415 and 420 Village Walk Lane, parcel numbers 141-0715-0743-004 and 141-0715-0743-003 in the Village.

(b) "Case" means the action pending in the circuit court for Jefferson County, Wisconsin titled *AMC Showplace Theaters, Inc. v. Village of Johnson Creek*, Case No. 10-CV-302.

(c) "Court" means the Circuit Court for Dane County.

(d) A "tax year" means a year in which an assessment is made as of January 1, with taxes based on the assessment payable in the year following the tax year.

2. Refund of Taxes. The Village shall issue a refund payable to AMC Showplace Theaters, Inc. c/o Reinhart Boerner Van Deuren S.C. Trust Account, or to another account designated by AMC in writing, pursuant to Wis. Stat. § 74.37, in the amount of \$12,204 for 2009, \$12,988 for 2010, and \$14,184 for 2011 for a total of \$39,376 as a refund of property taxes previously paid by AMC based on the property tax assessment of the Property for the tax years 2009, 2010 and 2011. The parties agree that no portion of these amounts constitutes interest.

3. 2012 Assessment of the Property. The parties agree that the 2012 assessment of the Property should reflect an assessed value of \$4,000,000. AMC shall have the right to file a claim for refund for any taxes paid with respect to the assessment in excess of \$4,000,000, and the Village shall grant any such claim for refund. The Village shall issue a refund for 2012 property taxes within 30 days of AMC's payment in full of its 2012 property taxes.

4. Waiver of Costs. Each party waives all claims for costs.

5. Time of Payments. The Village shall pay the refund of taxes provided in section 2 of this Agreement no later than August 31, 2012, after AMC has paid its second installment of taxes owing for 2011.

6. Stipulation for Dismissal. No later than ten days after AMC receives payment in full of the refund of taxes provided in sections 2 and 3 of this Agreement, the parties shall (a) enter into a stipulation, signed by their respective attorneys, for the dismissal of the Case (including, but not limited to, all claims asserted in the Complaint in the Case) on the merits, with prejudice, and without costs to either party; and (b) file the stipulation with the Court.

7. Responsibility for Fees and Expenses of Attorneys and Experts. Each party shall be solely responsible for the fees of its attorneys and experts.

8. No Representations. Each party acknowledges and agrees that no representation or promise not expressly contained in this Agreement has been made by the opposing party or any of its employees, attorneys, agents, or representatives. Each party acknowledges that it is not entering into this Agreement on the basis of any such representation or promise, express or implied.

9. Binding on Successors. This Agreement shall be binding upon and inure to the benefit of each of the parties and their respective heirs, successors, and assigns.

10. Governing Law. This Agreement shall be governed and interpreted by the laws of the State of Wisconsin.

11. Interpretation of Agreement. The parties acknowledge that this Agreement is the product of joint negotiations. If any dispute arises concerning the interpretation of this Agreement: (a) neither party shall be deemed the drafter of this Agreement for purposes of its interpretation; and (b) the parties shall attempt in good faith to resolve the dispute.

12. Representation By Counsel; Reliance. Each party acknowledges that it has been represented throughout all negotiations leading up to this Agreement by attorneys of its choice and that its attorneys have approved this Agreement. Each party represents that in entering into this Agreement, the party has relied on its own judgment and on the advice of its attorneys, and that no statements or representations made by the other party or any of its agents, except statements or representations expressly made in this Agreement, have influenced or induced the party to sign this Agreement.

13. No Assignment or Transfer. AMC represents and warrants that it has not assigned or transferred to anyone and will not assign or transfer to anyone any of the claims in the Case.

14. Entire Agreement. This Agreement states and constitutes the entire agreement of the parties concerning its subject matter and supersedes all prior or contemporaneous agreements (written or oral), representations, negotiations, and discussions concerning its subject matter, including but not limited to, all agreements (written or oral), representations, negotiations, and discussions made in the course of mediation of the Case.

15. Use of this Agreement. This Agreement shall not be filed with the Court in this Case or in any other case or proceeding, except for the purpose of enforcing this Agreement. This Agreement and any part of this Agreement shall not be admissible in the lawsuit or in any future judicial or administrative proceeding and shall not be offered as evidence or presented by any Party in the Lawsuit or any future judicial or administrative proceeding, except for the purpose of enforcing this Agreement.

16. No Admissions of Liability or Concerning Assessments or Fair Market Value. This Agreement is the settlement of disputed claims. By entering into this Agreement, the Village does not admit any liability to AMC for any of the claims asserted in the Case or AMC's objections to the assessments, and the payments made under this Agreement shall not

be construed as an admission of any such liability. Neither Party makes an admission about the assessments or the fair market value of the Property as of January 1, 2009, January 1, 2010, January 1, 2011, or any other date nor any other admission concerning the assessment of AMC's property. In addition, none of the agreed upon values or assessments as of January 1, 2009, January 1, 2010, and January 1, 2011 shall be admissible in any proceeding or assessment challenge in any subsequent year.

17. Waiver. No waiver of any breach of this Agreement shall be deemed a continuing waiver of that breach or a waiver of any other breach of this Agreement.

18. Amendments or Modifications. This Agreement may not be amended, modified or altered in any manner whatsoever, except by a further written agreement duly authorized and signed by the parties.

19. Authorization to Sign Agreement. Each person signing this Agreement on behalf of either party represents and warrants that the person holds the position indicated beneath the person's signature and that the person has the requisite corporate or other authority to sign this Agreement on behalf of the party. Each party represents that entry into this Agreement is not in contravention of any agreement or undertaking to which the party is bound.

20. Reading of Agreement. Each person signing this Agreement on behalf of either party acknowledges that the person has read this Agreement, that the person understands the terms and conditions of this Agreement, that the person (if other than an attorney for the party) has been advised by legal counsel concerning this Agreement, and that the person freely and voluntarily signs this Agreement.

WALGREEN CO.

VILLAGE OF JOHNSON CREEK

Don M. Millis
State Bar ID No. 1015755
Jessica Hutson Polakowski
State Bar ID No. 1061368
Reinhart Boerner Van Deuren s.c.
22 East Mifflin Street, Suite 600
Madison, WI 53703
Attorneys for Walgreen Co.

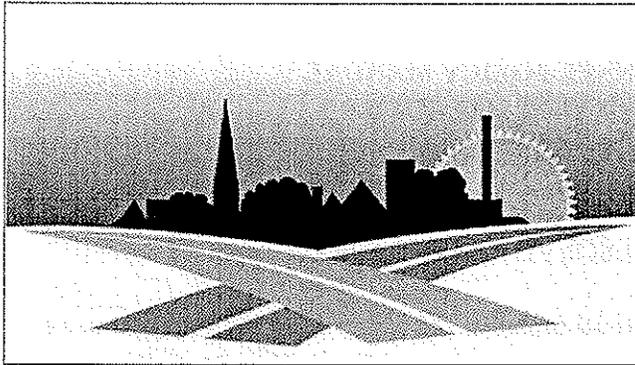
Amie B. Trupke
State Bar ID No. 1041768
Stafford Rosenbaum LLP
P.O. Box 1784
Madison, WI 53701-1784
Attorney for Village of Deforest

Date: June __, 2012

Date: June __, 2012

Village of Johnson Creek

Crossroads With A Future



RESOLUTION 76-12

AMEND PERSONNEL POLICY MANUAL PAID TIME OFF (PTO)

Personnel and Finance Committee 8-2-12 A (2-0)

Village Board 8-13-12

Requested by: Personnel and Finance Committee

Introduced by: Village Trustee David Blend

RESOLUTION 76-12

AMEND
PERSONNEL POLICY MANUAL
PAID TIME OFF (PTO)

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

WHEREAS, the Personnel Policy Manual amended and approved by the Village Board of Trustees on February 13, 2012 includes Vacation and Sick Leave benefits for Village employees, and

WHEREAS, the Personnel and Finance Committee requested a memorandum from the Village Administrator to eliminate Vacation and Sick Leave benefits in favor of Paid Time Off benefits for Village employees, and

NOW THEREFORE BE IT RESOLVED, that the Village Board of Trustee of the Village of Johnson Creek approve amending the Personnel Policy Manual, and

BE IT FURTHER RESOLVED, that the Village Clerk/Treasurer and Administrator are authorized to effectuate such transaction.

PASSED AND ADOPTED by the Village Board of Trustees this 13th day of August 2012.

Michelle Kaltenberg, Village President

ATTEST:

Joan Dykstra, Clerk – Treasurer

SECTION 5.50 PAID TIME OFF

“Paid Time Off” (PTO) is an all-inclusive program that will provide income protection for “no fault” time away from work, including illness-related absences. Another portion of the PTO program is the Accumulated PTO Bank, which may be used for an employee’s health appointments, out-patient procedures, illness, injury, disability, hospitalization or the terms of Family Medical Leave Act (FMLA).

Whenever the provisions of this policy conflict with federal or state laws or regulations, the provisions of the laws or regulation shall prevail.

Paid Time Off will be used for the variety of traditional types of time away from work, in which, the employee does not have to designate the reasons for the scheduled absences being requested.

Eligibility requires that all permanent full-time and eligible part-time employees employed after January 1, 2013 must participate in this policy.

PTO Accrual

PTO shall be accrued and allocated on a bi-weekly basis. PTO increases with years of service in accordance with the following schedule.

<u>Years of Service</u>	<u>Bi-Weekly / Annual PTO Eligibility</u>	<u>Maximum Accrual</u>
Less 1 year	24 hrs (3 days)	24 hours
1 year	2.461 hrs bi-weekly = 64 hrs (8 days)	104 hours
2 to 4 years	4.000 hrs bi-weekly = 104 hrs (13 days)	144 hours
5 to 9 years	5.538 hrs bi-weekly = 144 hrs (18 days)	184 hours
10 to 15 years	7.076 hrs bi-weekly = 184 hrs (23 days)	224 hours
16 to 18 years	7.692 hrs bi-weekly = 200 hrs (25 days)	240 hours
19 to 30 years	8.615 hrs bi-weekly = 224 hrs (28 days)	264 hours

Maximum accrual provisions for hourly employees shall be capped at the Annual PTO Eligibility rate above. Salaried full-time, exempt, supervisory personnel including the Village Administrator, Clerk-Treasurer, Water/Waste Water Superintendent, Street Superintendent, Library Director and part-time, exempt, supervisory personnel including the Police Chief, Fire Chief and EMS Director shall accrue additional PTO up to eight (8) hours for every additional thirty (30) hours worked beyond a forty (40) hour work week to a maximum of forty (40) PTO hours annually

Regular part-time employees with more than twenty-eight (28) hours per week will receive a pro-rated portion of PTO based on the number of hours they typically work excepting part-time exempt salaried employees with twenty (20) hours or more per week will receive a pro-rated portion of PTO. To calculate the accrual for part-time employees, hours worked are divided by 40; then multiplied by hours of PTO bi-weekly annual eligibility based on years of continuous service.

Regular part-time employees with less than twenty-eight (28) hours per week will receive eight (8) hours of PTO annually on January 1st.

All new employees will receive their annual PTO at their first two-week pay period. The first pay period after January 1 of their date of hire they will begin to accrue PTO on a bi-weekly basis.

PTO Usage

PTO is a benefit to be used by every permanent full-time and eligible part-time employee. Employees, except new employees, are strongly encouraged to use forty (40) consecutive hours annually, but in any event must use a minimum of forty (40) nonconsecutive hours during the course of the year. Employees who fail to use a minimum of forty (40) hours of leave during a year may be subject to mandatory scheduling revisions.

Scheduled PTO must be requested with at least a three (3) day advance notice and may be taken in fifteen (15) minute increments as deemed necessary and desirable by the employee subject to approval of the department head. All PTO will be paid at the employee's regular rate of pay.

An employee shall continue to accrue PTO during a leave of absence as long as the leave is with pay.

If an employee's accrued PTO days have been exhausted, the Village Administrator has the authority to grant additional PTO up to an employee's Annual PTO Eligibility subject to a lifetime maximum benefit of forty (40) hours. Additional granted PTO hours shall remain as a negative balance to the employee, to be retired through future PTO accruals at a minimum rate of eight (8) hours per calendar year. The negative balance of granted PTO hours shall be deemed retired if the employee, in the same calendar year that the grant is given, becomes eligible and approved for disability under Federal Social Security Disability (SSDI) qualifications within the "The Americans with Disabilities Act of 1990" and requests separation of service or retirement from the Village of Johnson Creek.

In all other cases of separation of employment with the Village of Johnson Creek, except for the exception noted above, the value of the negative PTO balance shall be deducted from the employee's final paycheck.

An employee in an unpaid leave status shall not accrue PTO.

PTO will be counted as time worked for purposes of calculating overtime pay.

PTO Unscheduled Leave

All employees shall report any illness immediately to their Department Head or designee, and shall inform the Department Head or designee of an anticipated date of return.

Unscheduled leave/absences are defined as unscheduled time off that is unapproved in advance. If less than three (3) working days' notice are given for any requested time off, the absence is considered unscheduled. A Department Head or designee may grant approval of a request of unscheduled leave by an employee to use PTO with less than three (3) days notice if the impact does not affect department workload, project completion, and sufficient staffing levels exists.

Employees absent from work for unplanned absences and receiving PTO may not work, perform services, receive or earn compensation from any other entity, including the employee's own business, from the beginning of such absence until the employee returns to work, unless authorized in advance by the Department Head or designee.

Excessive unscheduled absences or apparent misuses of the PTO program's flexibility will be addressed as necessary and may ultimately result in disciplinary action. Supervisors have the

responsibility to determine the impact of unscheduled absences and whether disciplinary action is warranted, depending on the situation and the reason for the unscheduled absence.

Upon request by the Department Head, any employee who is unable to work on account of sickness or accident for more than three (3) separate unscheduled absences in a calendar year may be required to provide a doctor's certificate as proof of the employee's inability to work. The Village reserves the right to check whether or not the employee is actually ill or unable to work on account of an injury and to have an employee examined by a physician paid for by the Employer.

PTO Accumulation

PTO maximum accrual limits are capped bi-weekly as set forth in PTO Accrual. If the cap is exceeded, the excess PTO hours automatically will be transferred into the employee's Accumulated PTO Bank.

Full-time, exempt, supervisory personnel including the Village Administrator, Clerk-Treasurer, Water/Waste Water Superintendent, Street Superintendent, Library Director and part-time, exempt, supervisory personnel including the Police Chief, Fire Chief and EMS Director shall accrue additional PTO up to eight (8) hours for every additional thirty (30) hours worked beyond a forty (40) hour work week to a maximum of forty (40) PTO hours annually. These additional accumulated PTO hours are subject to the maximum accrual limit and may be used in the following year as accrued PTO or may be placed in the Accumulated PTO Bank up to five (5) additional days annually and are in addition to any other hours placed in the Accumulated PTO Bank on an annual basis.

PTO Reimbursement of Accumulated Leave

Upon separation of employment in good standing from the Village, employees who have worked at least six (6) months shall be paid for all up to thirty (30) days of PTO within their Accumulated PTO Bank. Any other PTO within the Accumulated PTO Bank shall be forfeited.

Employees may not utilize planned PTO to extend an employee's last date of employment, nor may it apply towards the required notice period which is intended as a working notice.

Employees who are discharged for cause or who quit without a minimum of two (2) weeks notice shall forfeit their Accumulated PTO Bank.

Accumulated PTO Bank

Any employee may place up to five (5) days within the Accumulated PTO Bank annually.

Accumulated PTO Bank may be used to address short-term medical issues including outpatient procedures as well as doctor or dental appointments of the employee or an eligible family member. Accumulated PTO Bank may also be used for long term medical needs for an employee's personal illness or the personal illness of an eligible family member under the Family and Medical Leave Act.

In the event the Accumulated PTO Leave Bank is exhausted for qualifying events, employees will use PTO. Time off without pay is not allowed. Exceptions are for absences covered by FMLA.

Non-Emergency illnesses and procedures require the employee to provide a three (3) day notice for any use of the Accumulated PTO Bank to their Department Head or supervisor. If a three day

notice is not provided the absence will be treated as an unscheduled leave and deducted from the employee's annual earned PTO.

Employees who have a covered event that will require the employee to be absent for longer than three (3) working days, are required to contact their Department Heads or designee.

The Accumulated PTO Bank account may be accessed for an employee's non-intermittent FMLA after the appropriate certifications have been received and approved by the Village Administrator.

Using the Accumulated PTO Bank for intermittent leave may be allowed upon approval of the Village Administrator under certain circumstance such as prolonged therapies necessitating multiple appointments, travel requirements or symptomatic absences due to treatments.

The Accumulated PTO Bank account may be used for the three (3) day waiting period to cover time loss in the event of a Worker's Compensation time loss.

In the event, an employee utilizes all his or her Accumulated PTO Bank; another employee may transfer and forfeit up to twenty-four (24) hours within any twelve month period.

The Village reserves the right to require satisfactory proof of illness, which may include a physician's statement or other evidence. Unauthorized use of Accumulated PTO Bank may result in loss of pay for the duration of the absence and may be considered grounds for disciplinary action.

The Village may require the employee to provide a certificate of recovery before the employee returns to work from either a registered physician as named by the employee or the Village.

Employees may accumulate up to a maximum of 90 days (720 hours) in their Accumulated PTO Bank. Once an employee's Accumulated PTO Bank reaches a maximum of 720 hours, no more hours will be credited until hours are used and hours fall below the 720 hour maximum.

Employees hired prior to January 1, 2013 are required to convert any and all accumulated sick leave hours into the Accumulated PTO Bank. Any use of hours above 720 hours cannot be replenished with unused PTO hours until the Accumulated PTO Bank complies with the above paragraph. Employees hired prior to January 1, 2013 may convert any remaining balance of their Accumulated PTO Bank, up to the amount of accumulated sick leave converted to their Accumulated PTO Bank account on January 1, 2013, to an amount based on their current wages or salary to be used to cover monthly health insurance premiums paid by the Village after the employee's retirement. The employee's share of the premiums must be paid out-of-pocket and is not subject to reimbursement from the Accumulated PTO Bank.

Employees hired after January 1, 2013 may convert their Accumulated PTO Bank to an amount based on the average of three (3) years of wages or salary earned during employment with the Village prior to retirement to an "average daily wage" amount multiplied by the number of days remaining in their Accumulated PTO Bank, up to fifty (50) days. This amount may be used to cover monthly health insurance premiums paid by the Village after the employee's retirement. The employee's share of the premium is the same as the amount of the employee's share of the premium at retirement which must be paid out-of-pocket and is not subject to reimbursement from the Accumulated PTO Bank.

If any retired employment fails to reimburse the Village for out-of-pocket health insurance premiums paid, within thirty (30) days of a written notice from the Village, the employee shall forfeit the remaining Accumulated PTO Bank and the Village shall not be obligated to continue health insurance premium payments for the retired employee.

PTO for Performance

Any employee may accrue up to an additional forty (40) hours PTO annually by obtaining above satisfactory work performance. Above satisfactory work may include, but not limited to, exceptional workplace attitude, advanced aptitude of job skills, improvements in personal development, exceptional fiscal responsibility, initiation of work process improvements, providing team leadership, exemplary attendance and community volunteerism.

Employee performance evaluations shall be used to determine eligibility. Supervisors shall submit signed employee performance evaluations with noted above satisfactory work performance to the Village Administrator for approval. Employees are evaluated on a scale of 1 (lowest) to 5 (highest), with 4 and 5 being above satisfactory. Above satisfactory work performance would be determined by scores in the seven categories, communication, teamwork, promotion and support of Village image, employee development, management skills, job knowledge and quality of work and decision making and leadership within the performance evaluation form included in the Personnel Policy Manual.

To qualify for PTO for Performance, an employee must have a mean overall evaluation score, in the seven categories, of 3.0. This shall herein be noted as a “qualifying employee”. A qualifying employee shall then be eligible for PTO for Performance in the following manner:

“Qualifying Employee” PTO for Performance Accrual Table

For each category (of 7) with a score of either 4 or 5:

Any score of 4 = 4 hours

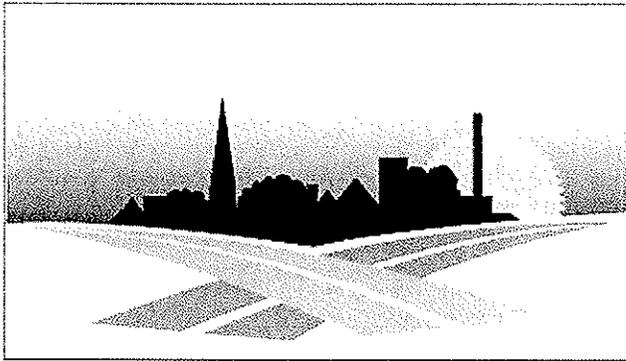
Any score of 5 = 8 hours

Maximum annual accrual = 40 hours

Any PTO for Performance is in addition to the PTO accrual based on years of service.

An employee has the option to use accrued PTO for Performance accruals in the following manner:

1. Exercise PTO accrual in the year earned, partially or entirely, by the end of the calendar year, in fifteen minute increments. Any accrued and unused balances by December 31st of the calendar year earned are to be placed within the Accumulated PTO Bank. Any accrued PTO greater than the maximum lifetime Accumulated PTO Bank limit of 90 days shall be forfeited.
2. Request annual reimbursement, based on the approved employee pay table, subject to Village Administrator approval and funding budgeted and approved by the Village Board.



ORDINANCE 06-12

**REPEAL/RECREATE CHAPTER 103
BICYCLES**

Protection and Welfare 8-7-12 *A (3-0)*

Village Board 8-13-12 – *first reading*

Village Board 8-27-12

Request by: Village Trustee Greg Schopp

Introduced by: Village Trustee Greg Schopp

ORDINANCE 06-12

STATE OF WISCONSIN VILLAGE OF JOHNSON CREEK JEFFERSON COUNTY

**REPEAL/RECREATE CHAPTER 103
BICYCLES**

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

SECTION 1: CHAPTER 103 of the Village Code of the Village of Johnson Creek is hereby repealed and recreated to read as follows:

§ 103-1 Definitions.

Terms used in this chapter mean as follows:

BICYCLE - Every device propelled by hands or the feet acting upon pedals or cranks and having wheels any two of which are more than 20 inches or greater in diameter.

CURB - The lateral boundaries of that portion of a street designed for the use of vehicles whether marked by a curb or not.

DRIVER/OPERATOR - Every person who drives or is in the actual physical control of a vehicle.

ELECTRIC MOTOR SCOOTER - Every device propelled by an electric battery which is designed and intended to convey one person having wheels of any diameter.

MOTOR VEHICLE - Every vehicle which is self propelled.

PEDESTRIAN - Any person afoot.

REFLECTOR - Any device constructed of metal and/or glass which will be visible from all distances within 50 feet to 500 feet directly in front of a motor vehicle at night displaying lawfully lighted headlights, such device to be so constructed as to show a red color when struck by motor vehicle lights as above stated, such device to be affixed to the rear of the bicycle at any point on the frame or mudguard at a height between the axis of the wheel and the bottom of the rider's seat.

REGISTRATION TAG - A plate or sticker indicating that a bicycle or electric motor scooter is registered.

SIDEWALK - That portion of a street between the curblines, or the lateral lines of a roadway, and the adjacent property lines, intended for use by pedestrians.

STREET/HIGHWAY - The entire width between the boundary lines of every way publicly maintained when any part thereof is open to the use of the public for purposes of vehicular travel.

VEHICLE - Every device in, upon or by which any person or property is or may be transported or drawn upon a highway, excepting devices used exclusively upon stationary rails or tracks.

§ 103-2 Registration required.

- A. No person who resides within the Village of Johnson Creek shall ride or propel a bicycle or electric motor scooter on any street or any public path set aside for the exclusive use of bicycles or electric motor scooter unless such bicycle or electric motor scooter has been registered and a registration tag is attached thereto as provided herein.
- B. At the time of the issuance of any such registration tag as herein provided, the applicant shall pay a registration fee as provided in Chapter 33, Fee. Registration tags issued in accordance with this section shall be attached to the bicycle or electric motor scooter immediately upon issuance.
- C. This section shall apply to all residents of the Village of Johnson Creek and to such non residents who operate bicycles or electric motor scooters ~~upon the streets~~ within of the Village of Johnson Creek habitually or frequently. It shall not apply to casual travelers or tourists passing through the Village of Johnson Creek on their bicycle or electric motor scooter.
- D. All bicycles or electric motor scooters must be registered within 10 days of purchase.
- E. The licensing authority, or any officer assigned such responsibility, shall inspect each bicycle or electric motor scooter before registering the same and shall refuse registration for any bicycle or electric motor scooter which ~~he~~ they determines to be in unsafe mechanical condition.
- F. Application for a bicycle or electric motor scooter registration tag shall be made upon a form provided by the Village of Johnson Creek and shall be made to the office of the Clerk-Treasurer.
- G. Within 10 days after any registered bicycle or electric motor scooter has changed ownership or been dismantled and taken out of service or operation, the person in whose name the bicycle or electric motor scooter has been registered shall report such information to the office of the Clerk-Treasurer.
- H. In the event that an owner shall lose his registration tag he shall report the same immediately to the office of the Clerk-Treasurer, which shall then issue to such owner a new registration tag at a cost as provided in Chapter 33, Fees.

§ 103-3 Issuance of registration.

- A. The licensing authority or other designated authority, upon receiving proper application, therefore, is authorized to issue a bicycle or electric motor scooter registration which shall be valid for the duration of the ownership.
- B. The licensing authority shall not issue a registration for any bicycle or electric motor scooter when ~~he~~ they know or has reasonable grounds to believe that the applicant is not the owner of or entitled to the possession of such bicycle or electric motor scooter.
- C. The licensing authority shall keep a record of the number of each registration, the date issued, the name and address of the person whom issued to, the number of the frame of the bicycle or electric motor scooter for which issued and a record of all bicycle or electric motor scooter registration fees collected ~~by him~~. Registration forms and registration tags shall be serially numbered to coincide with each other.
- D. If a bicycle or electric motor scooter does not have a serial number and if proof of ownership can be shown, the Clerk-Treasurer shall assign one to such bicycle or electric motor scooter.

§ 103-4 Attachment of registration tag.

- A. The licensing authority upon issuing a bicycle or electric motor scooter registration shall also issue a registration tag bearing the registration number assigned to the bicycle or electric motor scooter.
- B. ~~A registration plate shall be firmly attached to the rear of the mudguard or frame of the bicycle for which issued in such position as to be plainly visible from the rear.~~ A registration sticker shall be placed on the vertical bar below the seat (seat support) on a bicycle or handle of any electric motor scooter in such a position to be plainly visible.
- C. No person shall remove a registration tag from a bicycle or electric motor scooter during period for which issued except upon transfer of ownership or in the event the bicycle or electric motor scooter is dismantled and no longer in operation ~~upon any street~~ in the Village.
- D. No person shall alter or counterfeit any registration tag issued in conformity with this chapter.

§ 103-5 Special regulations

- A. Traffic ordinances apply to persons operating bicycles or electric motor scooters. Every person operating a bicycle upon a roadway shall be granted all the rights and shall be subject to all of the duties applicable to the driver of a vehicle by the laws of this state declaring rules of the road applicable to vehicles or by the traffic ordinances of this Village applicable to the driver of a vehicle, except as to the special regulations in this chapter and except as to those provisions of laws and ordinances which by their nature can have no application.
- B. Riding on sidewalks. ~~Bicyclists or electric motor scooter operators under the age of 10 exercising who yield to pedestrians and exercise due care may drive and operate their bicycles or electric motor scooter upon the sidewalk except in the those areas zoned Central Business districts.~~
- C. Riding on roadways. Every person operating a bicycle upon a roadway shall ride as near to the right hand curb or edge of the roadway as practicable.
- D. Persons driving bicycles upon a roadway shall ride single file if possible.
- E. No person riding upon any coaster, roller skates, roller blades, sled, toboggan or toy vehicle shall attach the same or himself or herself to any vehicle upon a roadway or go upon any roadway except while crossing a roadway at a crosswalk.
- F. A person propelling a bicycle shall not ride other than upon or astride a permanent and regular seat attached thereto.
- G. No bicycle or electric motor scooter shall be used to carry more persons at one time than number for which it is designed and equipped.
- H. No person driving a bicycle upon a public highway or street shall participate in any race, speed or endurance contest unless such race or endurance contest has the written permission of the Village Board or Police Department.
- I. No person riding or operating a bicycle shall perform or attempt to perform any acrobatic, fancy, or stunt riding upon any public street.

J. Stopping, turning and signaling. No bicycle driver shall suddenly stop, slow down, or turn without giving an arm signal required by state law for the operation of motor vehicles.

§ 103-6 Safety equipment

- A. Every bicycle or electric motor scooter when operated during any of the time between sunset and sunrise shall be equipped with a lamp on the front which shall emit a white light visible from a distance of at least 500 feet to the front and a red reflector on the rear so mounted and maintained as to be visible from all distances from 50 to 500 feet to the rear when directly in front of lawful upper beams of headlights of a motor vehicle.
- B. Every bicycle upon any roadway shall be equipped with a brake adequate to stop said bicycle whenever necessary and to control the movement.
- C. Every bicycle that is equipped with hand-bar grips must have said grips securely glued or cemented to the handle bars.

§ 103-7 Applicability

- A. It is unlawful for any person to perform any act forbidden or fail to perform any act required in this chapter.
- B. The parent of any child and the guardian of any ward not authorize or knowingly permit any child or ward to violate any of the provisions of this chapter.
- C. The regulations applicable to bicycles shall apply whenever a bicycle is operated upon any highway.

§ 103-8 Violations and penalties

Every person convicted of a violation of any provision of this chapter shall be subject to a forfeiture as provided in Chapter 60, Penalties.

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 27th day of August, 2012.

VILLAGE OF JOHNSON CREEK,

BY: _____
Michelle Kaltenberg, President

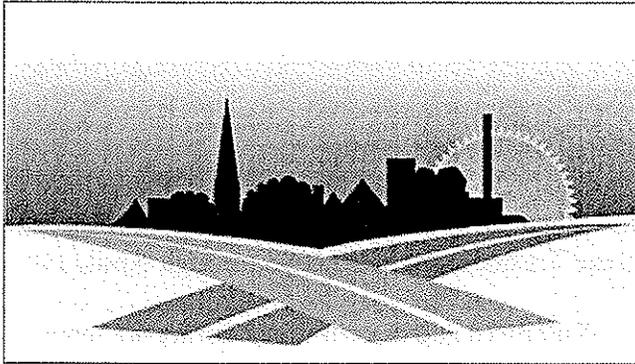
ATTEST:

Joan Dykstra, Clerk-Treasurer

First reading: Village Board Meeting 8-13-12
Date Adopted:
Date Posted:
Date Published:

Village of Johnson Creek

Crossroads With A Future



RESOLUTION 71-12

APPRECIATION AND TRIBUTE TO JOHN MAEGLI

Village Board 8-13-12

Requested by: Clerk/Treasurer Joan Dykstra

Introduced by: Village President Michelle Kaltenberg

RESOLUTION 71-12

APPRECIATION AND TRIBUTE TO JOHN MAEGLI

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

WHEREAS, John Maegli served the Village of Johnson Creek as President from May, 1999 through April, 2003 and as Village Trustee from May, 1993 through April, 1997,

WHEREAS, John served on various committees and commissions during his tenure including the Personnel and Finance Committee, Improvements and Services Committee, Protection and Welfare Committee, Plan Commission and Board of Review,

WHEREAS, during his presidency, John was instrumental in negotiations and planning for many commercial and residential developments including but not limited to the Menards development, River Creek development, East Linmar and Glover Lane development, MSI business park as well as the Chapel Hill, GreyHawk and Pioneer Heights First Addition and North subdivisions,

WHEREAS, John led the Village through a wide variety of public improvement projects including upgrades to the wastewater treatment plant, construction of a phosphorus removal facility, new garage and salt storage building, partnering with Wisconsin DOT for a park and ride lot, utility extensions under Johnson Creek and through the I-94 and Highway 26 interchange and other various street and utility reconstruction projects,

WHEREAS, through his public service and leadership, John Maegli contributed to the long range goals and well-being of the Village,

WHEREAS, the Village Board desires to make a public declaration of appreciation for John Maegli's contributions to the Village,

NOW THEREFORE BE IT RESOLVED, that a vote of appreciation, thanks and sincere condolences be extended to the family of John Maegli.

PASSED AND ADOPTED by the Village Board of Trustees this 13th day of August 2012.

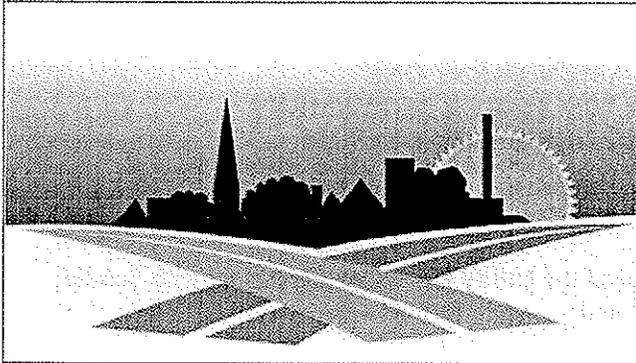
Michelle Kaltenberg, Village President

ATTEST:

Joan Dykstra, Clerk – Treasurer

Village of Johnson Creek

Crossroads With A Future



RESOLUTION 72-12

AMENDMENT ONE UTILITY DISCHARGE AGREEMENT SCHILLER GROUNDS CARE

Village Board 8-13-12

Requested by: Schiller Grounds Care

Introduced by: Village Trustee Tim Semo

RESOLUTION 72-12

AMENDMENT ONE
UTILITY DISCHARGE AGREEMENT
SCHILLER GROUNDS CARE

WHEREAS, The Village Board approved the Utility Discharge Agreement with Schiller Grounds Care (SGC) on May 14, 2012; and

WHEREAS, SGC has requested an amendment due to a change in the manufacturing process; and

NOW, THEREFORE, in consideration of the mutual promises and conditions contained herein, the parties hereto agree as follows:

Amendment One
To
Utility Discharge Agreement Renewal

This Amendment One to the Utility Discharge Agreement Renewal dated August 14, 2012, is by and between Schiller Grounds Care, Inc. (hereinafter referred to as "SGC"), and the Village of Johnson Creek, Jefferson County, Wisconsin (herein referred to as "Village").

Statement of the Premises

SGC and Village entered into a Utility Discharge Agreement Renewal dated as of May 14, 2012 (the "Agreement"). The parties desire to amend the Agreement as provided below.

Statement of Consideration

Accordingly, in consideration of the promises, the parties hereto agree as follows.

Agreement

1. Defined Terms. The terms of "this Agreement", "hereunder" and similar reference in the Agreement shall be deemed to refer to the Agreement as amended and supplemental by this Amendment No. 1. Capitalized terms used and not otherwise defined herein shall have the means ascribed to such terms in the Agreement.

2. Amendment. The effective date of this amendment shall be as of August 14, 2012. The Agreement is amended and supplemented as follows:

Section IV A is amended and restated to state:

SGC agrees this Utility Discharge Agreement is limited to discharge of normal wastewater generated by residences and commercial properties and the discharge of wastewater from the rinse stages of its water system (hereinafter referred to as "washer system").

3. Effect on the Agreement. Except as specifically amended and supplemented above, the Agreement shall remain in full force and effect and is hereby ratified and confirmed.

4. Execution in Counterparts. This Amendment One may be executed in any number of counterparts and by the different parties hereto on separate counterparts, each of which shall be deemed to be an original, and all of which taken together shall constitute one and the same agreement, fully effective upon the execution of at least one counterpart by each party, regardless of whether or not the execution by all parties shall appear on any single counterpart. Delivery of an executed counterpart of a signature page to this Amendment One by telecopier shall be effective as delivery of a manually executed counterpart of this Amendment One.

5. Binding Effect. This Amendment One Agreement shall be binding upon the respective heirs, personal representatives, successors and assigns of the parties.

6. Entire Agreement. This Amendment One Agreement constitutes the entire agreement between the parties hereto pertaining to the subject matter hereof and supersedes all prior and contemporaneous agreements, understandings, negotiations and discussions, whether written or oral, of the parties.

7. Governing Law. This validity, enforcement and construction of this Amendment One shall be governed in all respects by the law applicable to contracts made and to be performed in the State of Wisconsin.

8. Captions. Captions are inserted herein for convenience only and will not be given any legal effect.

Village of Johnson Creek

Schiller Grounds Care, Inc.

By: Mark Johnsrud
Village Administrator

By: Kurt Knudson
Director of Operations

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 13th day of August, 2012.

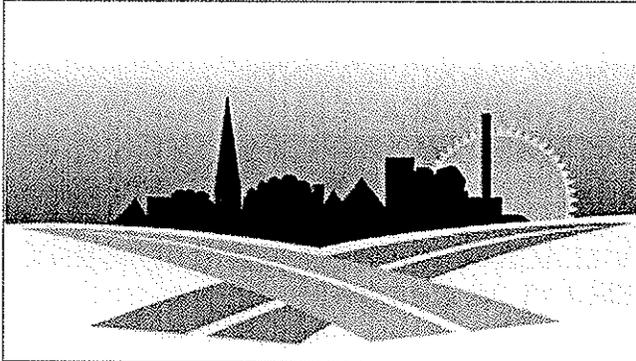
Michelle Kaltenberg, Village President

ATTEST:

Joan Dykstra, Clerk-Treasurer

Village of Johnson Creek

Crossroads With A Future



RESOLUTION 77-12

AUDITED FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2011
JOHNSON BLOCK & COMPANY, INC.

Village Board 8-13-12

Requested by: Village Auditor

Introduced by: Village President Michelle Kaltenberg

RESOLUTION 77-12

AUDITED FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2011
JOHNSON BLOCK AND COMPANY, INC.

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

WHEREAS, audited financial statements have been prepared and presented by Johnson Block and Company, Inc for the year ended December 31, 2011, and

WHEREAS, it is the opinion of Johnson Block and Company, that the Village of Johnson Creek is fully compliant with general accepted accounting practices for the period ending December 31, 2011, and

WHEREAS, the Village has implemented the provisions of GASB Statement No. 54, "*Fund Balance Reporting and Governmental Fund Type Definitions*" as of January 1, 2011, and

NOW THEREFORE BE IT RESOLVED, that the Village Board accept and file the Audited Financial Statements for the year ended, December 31, 2011 as prepared and presented by Johnson Block and Company, Inc., and

BE IT FURTHER RESOLVED, that the Village Clerk/Treasurer and Administrator are authorized to effectuate such transaction.

PASSED AND ADOPTED by the Village Board of Trustees this 13th day of August 2012.

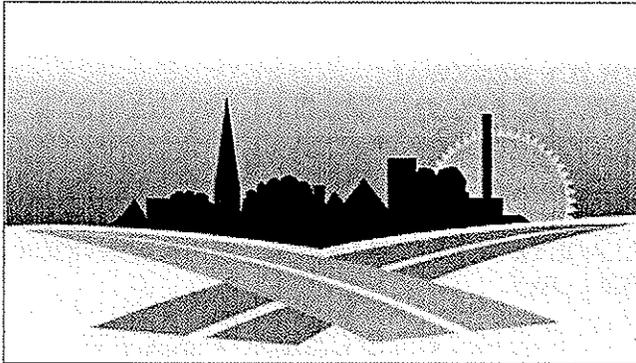
Michelle Kaltenberg, Village President

ATTEST:

Joan Dykstra, Clerk – Treasurer

Village of Johnson Creek

Crossroads With A Future



RESOLUTION 79-12

**POLICY RENEWAL
LEAGUE OF WISCONSIN MUNICIPALITIES MUTUAL INSURANCE**

Village Board 8-13-12

Requested by: Village Clerk

Introduced by: Village President Michelle Kaltenberg

RESOLUTION 79-12

POLICY RENEWAL
LEAGUE OF WISCONSIN MUNICIPALITIES MUTUAL INSURANCE

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

WHEREAS, the League of Wisconsin Municipalities Mutual Insurance (LWMMI) has provided insurance coverage to the Village on an annual basis since 2003, and

WHEREAS, based on current payroll the estimated premium is \$77,152 for 2013, and

NOW THEREFORE BE IT RESOLVED, that the Village Board of Trustees of the Village of Johnson Creek approve the policy renewal of LWMMI to provide property/casualty and worker's compensation insurance through August of 2013,

BE IT FURTHER RESOLVED, that the Village Clerk/Treasurer and Village Administrator are authorized to effectuate such transaction.

PASSED AND ADOPTED by the Village Board of Trustees this 13th day of August 2012.

Michelle Kaltenberg, Village President

ATTEST:

Joan Dykstra, Clerk – Treasurer

Village of Johnson Creek
 Ray Yager / Holly Rabe
 Effective: 9/1/12 - 9/1/13

Company Year	Prior Year	Current Year - By Companies Quoting		
	LWMMI 2011	LWMMI 2012	Difference	
Coverages				
General Liability	\$8,203.00	\$8,613.00	\$410.00	5%
Police Prof Liability	\$4,634.00	\$4,868.00	\$232.00	5%
Public Officials Liability	\$4,996.00	\$5,246.00	\$250.00	5%
Auto Liability	\$7,205.00	\$7,963.00	\$758.00	11%
APD	\$8,429.00	\$8,586.00	\$157.00	2%
Package Total	\$33,467.00	\$35,274.00	\$1,807.00	5%
Crime	\$658.00 <i>Travelers</i>	\$658.00 <i>Travelers</i>	\$0.00	0%
Property Incl. B&M	\$15,327.00 <i>Chubb</i>	\$17,568.00 <i>Chubb*</i>	\$2,241.00	15%
Other Coverages Subtotal	\$15,985.00	\$18,226.00	\$2,241.00	14%
Workers Compensation	\$28,299.00	\$23,652.00	-\$4,647.00	-16%
Estimated Premium	\$77,751.00	\$77,152.00	-\$599.00	-1%

Package

LWMMI increased their rates by 5%
 Number of vehicles increased from 19 to 20
 Total value of vehicles increased from 2,055,963 to 2,094,205

Work Comp (See Next Page)

Payroll down & Exp Mod decreased from 1.15 to .99

Crime

Renewal quote with Travelers: \$658
 New quote with CNA: \$727

Property

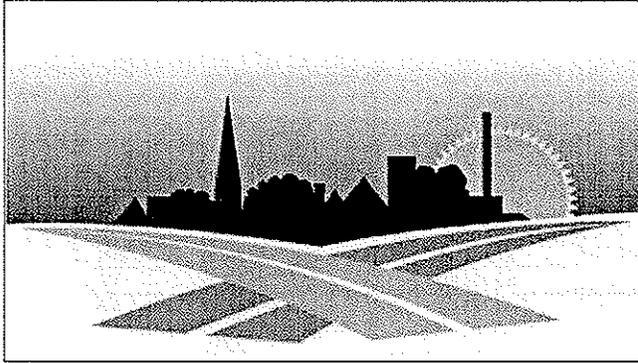
Renewal quote is \$17,517
 Terrorism can be rejected for a \$642 savings (\$16,875 total) *(Signed rejection form needed)*
 \$10,000 Mobile Communication Property limit can be added for \$51
 Chubb's rate increase is due to the loss activity and the increasing rates for the CAT exposures of wind/hail and IBM.

Optional quotes (including the 10,000 Mobile Communication Property & Terrorism coverage):

\$1,000 deductible: \$17,568
 \$2,500 deductible: \$17,304
 \$5,000 deductible: \$16,865
 \$10,000 deductible: \$16,250

Village of Johnson Creek

Crossroads With A Future



RESOLUTION 80-12

**TENNIS COURT RESURFACING BID
B.R. AMON & SONS**

Village Board 8-13-12

Requested by: Village Administrator

Introduced by: Village Trustee Tim Semo

RESOLUTION 80-12

TENNIS COURT RESURFACING BID
B.R. AMON & SONS

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

WHEREAS, the Village presented Tennis Court Resurfacing RFP requests to eleven paving contractors, and

WHEREAS, the Village received three bids as follows:

Payne & Dolan Inc.	\$55,344
Wolf Paving Company	\$52,191
B.R. Amon & Sons, Inc.	\$50,915

WHEREAS, all the bids exceeded the approved budgeted cost of \$ 35,000 due to the need to completely replace the pavement due to the deterioration of the existing pavement, and

NOW THEREFORE BE IT RESOLVED, that the Village Board of Trustees of the Village of Johnson Creek approve the bid of B.R. Amon & Sons, Inc. in the amount of \$50,915, and

BE IT FURTHER RESOLVED, the Village Board authorizes an amendment to the budget to make the payment of the bid amount to be paid from 2006 General Obligation Bonds 1.100.118 and coded to 1-554.100-540.120 Parks-Firemens Park Capital Outlay and that the Village Clerk/Treasurer and Village Administrator are authorized to effectuate such transaction.

PASSED AND ADOPTED by the Village Board of Trustees this 13th day of August 2012.

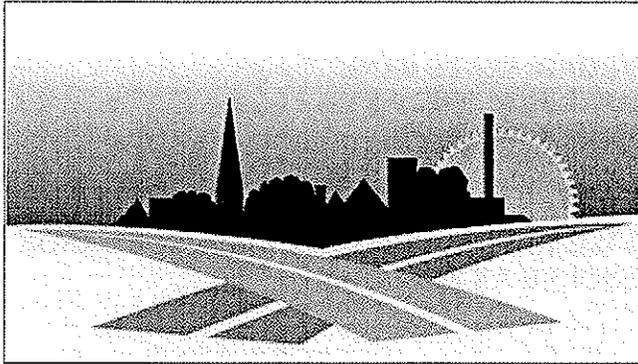
Michelle Kaltenberg, Village President

ATTEST:

Joan Dykstra, Clerk – Treasurer

Village of Johnson Creek

Crossroads With A Future



RESOLUTION 81-12

REQUEST
CAMBRIDGE STATE BANK
CHAPEL HILL VILLAS
WEED VIOLATION

Village Board 8-13-12

Requested by: Cambridge State Bank

Introduced by: Village Trustee Tim Semo

RESOLUTION 81-12

REQUEST
CAMBRIDGE STATE BANK
CHAPEL HILL VILLAS
WEED VIOLATION

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

WHEREAS, the Village Code 108-1 Control of noxious weeds requires property owners to maintain the growth of grass and noxious weeds which affect public health and create nuisances when growth exceeds eight inches in height, and

WHEREAS, notice of this chapter is published within the Watertown Daily Times annually and written notice was provided to Cambridge State Bank on April 30, 2012 for a violation of 108-1 for all nineteen parcels in the Chapel Hill Villas subdivision, and

WHEREAS, on June 26th, 2012 the Village inspected the subdivision and found all nineteen lots in violation of 108-1 with weeds growing over eighteen inches high, and

WHEREAS, Village abatement occurred on June 28, 2012 with Village staff mowing all nineteen lots, and

WHEREAS, in accordance with Village Code 33, the Village billed Cambridge State Bank in the amount of \$1500, and

WHEREAS, the billed amount was discounted to account for the residential lots being condominium lots which reduced the total billable amount from \$2,850, and

NOW THEREFORE BE IT RESOLVED, that the Village Board of Trustees of the Village of Johnson Creek deny the request of Cambridge State Bank to reduce the billed mowing costs for nineteen residential lots within the Chapel Hill Villas subdivision, and

BE IT FURTHER RESOLVED, that the Village Clerk/Treasurer and Administrator are authorized to effectuate such transaction.

PASSED AND ADOPTED by the Village Board of Trustees this 13th day of August 2012.

Michelle Kaltenberg, Village President

ATTEST:

Joan Dykstra, Clerk – Treasurer

Chapter 108
BRUSH, GRASS AND WEEDS

§ 108-1. Control of noxious weeds.

§ 108-2. Length of lawn and grasses.

[HISTORY: Adopted by the Village Board of the Village of Johnson Creek 8-2-2001 by Ord. No. 19-01. Amendments noted where applicable.]

GENERAL REFERENCES

Nuisances — See Ch. 177.

Solid waste — See Ch. 205.

§ 108-1. Control of noxious weeds.¹

As provided for in § 66.0407(1)(a), Wis. Stats., the Village shall require that all noxious weeds shall be destroyed prior to the time in which such plants would mature to the bloom or flower state. The growth of noxious weeds in excess of eight inches in height from the ground surface shall be prohibited within the Village corporate limits. Noxious weeds shall include any weed, grass or similar plant growth that, if allowed to pollinate, would cause or produce hay fever in human beings or would cause a skin rash through contact with the skin.

A. Noxious weeds, as defined in this section, shall include but not be limited to the following:

Cirsium Arvense (Canada Thistle)
Ambrosia artemisiifolia (Common Ragweed)
Ambrosia trifida (Great Ragweed)
Euphorbia esula (Leafy Spurge)
Convolvulus arvensis (Creeping Jenny) (Field Bind Weed)
Tragopogon dubius (Goat's Beard)
Rhus radicans (Poison Ivy)
Cirsium vulgare (Bull Thistle)
Pastinaca sativa (Wild Parsnip)
Arctium minus (Burdock)
Xanthium strumarium (Cocklebur)
Amaranthus retroflexus (Pigweed)
Chenopodium album (Common Lambsquarter)
Rumex Crispus (Curled Dock)
Cannabis sativa (Hemp)

1. Editor's Note: Original § 15.08(1), which appeared at the beginning of this section, was deleted at time of adoption of Code (see Ch. 1, General Provisions, Art. II).

Plantago lanceolata (English Plantain)

- B. Noxious grasses, as defined in this section, shall include but not be limited to the following:

- Agrostia alba (Redtop)
- Dactylis glomerata (Orchard)
- Phleum pratensis (Timothy)
- Poa pratensis (Kentucky Blue)
- Sorghum halepense (Johnson)
- Setaria (Foxtail)

- C. Noxious weeds are also the following plants and other rank growth:

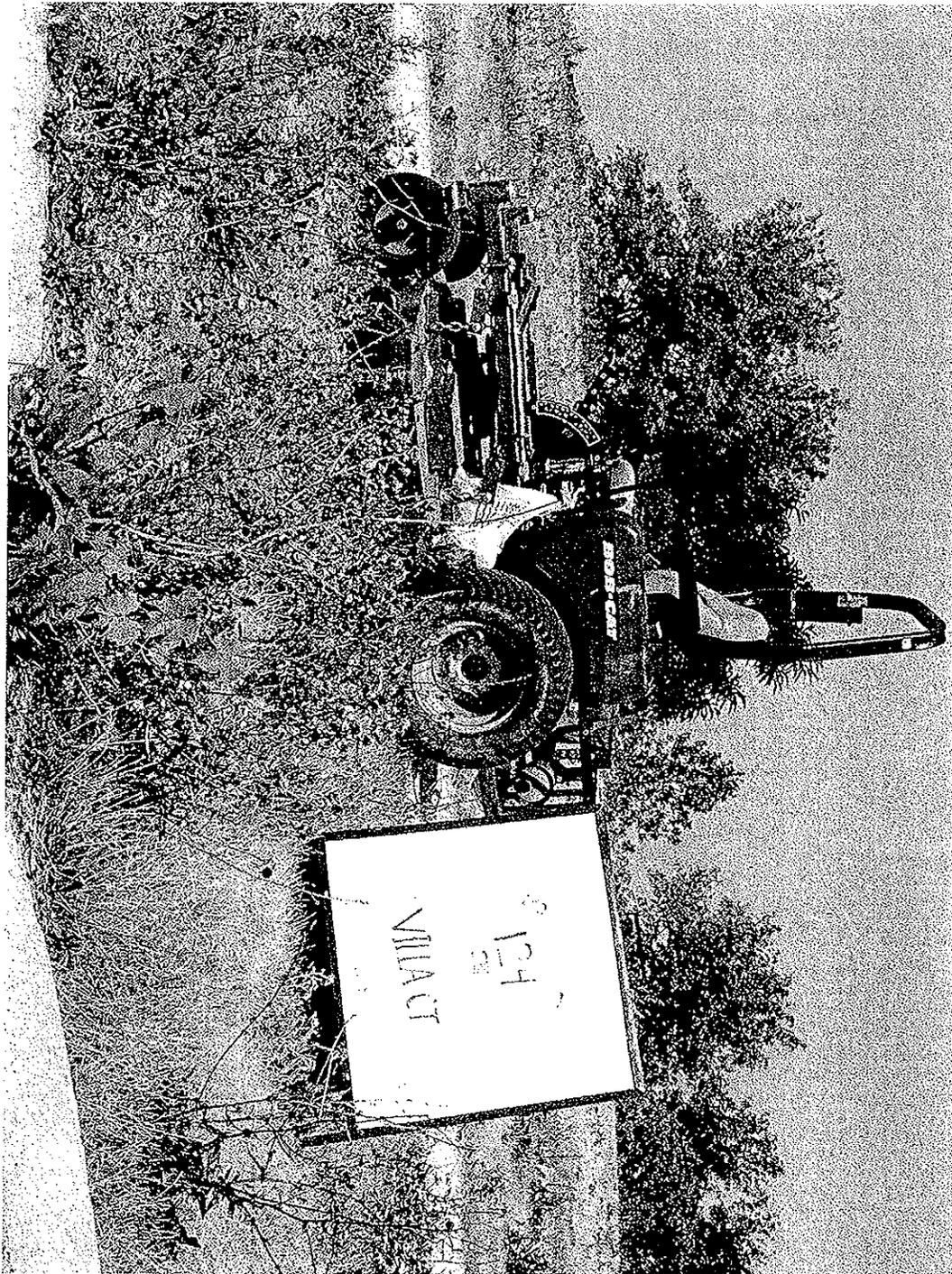
- Ragweed
- Thistles
- Smartweed
- Dandelions (over 10 inches in height)
- Milkweed (over 10 inches in height)

§ 108-2. Length of lawn and grasses.

- A. Purpose. This section is adopted due to the unique nature of the problems associated with lawns, grasses and noxious weeds being allowed to grow to excessive length in the Village.
- B. Public nuisance declared. The Village Board finds that lawns, grasses and noxious weeds on lots or parcels of land which exceed eight inches in length adversely affect the public health and safety of the public in that they tend to emit pollen and other discomforting bits of plants, constitute a fire hazard and a safety hazard in that debris can be hidden in the grass, interfere with the public convenience and adversely affect property values of other land within the Village. For that reason, any lawn, grass or weed on a lot or other parcel of land that exceeds eight inches in length is hereby declared to be a public nuisance, except for property located in a designated floodplain area and/or wetland area.
- C. Nuisances prohibited. No person, firm or corporation shall permit any public nuisance as defined in Subsection B above to remain on any premises owned or controlled by him or it within the Village.

- D. Inspection. The Weed Commissioner or his or her designee shall inspect or cause to be inspected all premises and places within the Village to determine whether any public nuisance as defined in Subsection B above exists. [Amended 7-8-2003 by Ord. No. 20-03]
- E. Abatement of nuisance. If the Weed Commissioner shall determine with reasonable certainty that any public nuisance as defined in Subsection B above exists, he or she shall immediately cause written notice to be mailed or served on the owner of the lot or parcel of land, or, if he or she is not known and there is a tenant occupying the property, then on the tenant, that the Village proposes to have the lot grass or lawn cut within seven days so as to conform to this section. Notice of compliance of this chapter shall be published annually with written notice of public nuisance to the property owner or tenant for all first-time violations within a growing season; subsequent violations will not be provided notice of abatement. [Amended 7-8-2003 by Ord. No. 20-03; 6-14-2010 by Ord. No. 09-10]
- F. Village's option to abate nuisance. In any case where the owner, occupant or person in charge of the property shall fail to cut his or her lawn, grass or weeds as set forth above, then in that event the Village may elect to cut said lawn, grass or weeds as follows:
- (1) The written notice required in Subsection E shall inform said person that in the event of his or her failure to abate the nuisance within the prescribed time, the Village shall abate the same and the cost thereof shall be assessed to the property owner as a special charge.
 - (2) The Village shall cut or cause to be cut all grass and weeds from the subject's property and shall charge the expenses of so doing at a rate as provided in Chapter 33, Fees. The charges shall be set forth in a statement to the Village Clerk-Treasurer, who in turn shall mail the same to the owner, occupant or person in charge of the subject premises. If said statement is not paid in full within 20 days thereafter, the Village Clerk-Treasurer shall enter the charges in the tax roll as a special tax against said lot or parcel of land, and the same shall be collected in all respects like other taxes upon real estate, or as provided under § 66.0627, Wis. Stats. [Amended 7-8-2003 by Ord. No. 20-03]





VILLAGE OF JOHNSON CREEK

125 Depot Street
P.O. Box 238
Johnson Creek, WI 53038
Phone (920) 699-2296
Fax (920) 699-2292



Crossroads With A Future

April 30, 2012

Cambridge State Bank
P O Box 48
Cambridge, WI 53523

Re: Parcel Number(s), address(es): See Attached List

Dear Property Owner,

This letter is notification that one or more properties you own are in violation of Village of Johnson Creek Ordinance 108-2. Ordinance 108-2 has been amended and adopted on 6/14/2010, as follows:

Notice of compliance of this chapter shall be published annually with written notice of public nuisance to the property owner or tenant for all first-time violations within a growing season; subsequent violations will not be provided notice of abatement.

This ordinance states that it shall be the duty of every property owner to mow or cause to be mowed upon his premises all grasses or weeds exceeding eight inches in height. If the entire property is not mowed and/or cleared of weeds within seven days of the date of this letter, the Weed Commissioner or his designee will mow the property and report the cost to the Village Clerk in a manner provided in Wisconsin Statutes.

Lawn mowing charges will be billed to the owner of record and if not paid in 30 days, interest shall be added. If charges and interest are not paid, they will be placed on the tax roll and be considered a lien against the property until paid. Per Village Ordinance, the charge applied is \$150.00 per hour with a one-hour minimum charge.

If you have questions regarding this notice, please contact the Johnson Creek Public Works Department, (920) 699-3752.

Sincerely,

Lee Trumpf
Street Supervisor/Weed Commissioner

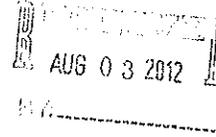
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Cambridge State Bank



THE BANK for the Cambridge Community

Village of Johnson Creek
125 Depot Street
P.O. Box 238
Johnson Creek, WI 53038



RE: Lawn mowing Per Village Ordinance 108-2 on June 28th, 2012

Dear Village Board:

This letter is in response to the invoice #12-57 received by Cambridge State Bank in early July for the lawn mowing of Bank owned lots in Chappel Hill, Johnson Creek, that took place on June 28th, 2012. Cambridge State Bank was charged \$1,500.00 for the mowing of 10 parcels at a rate of \$150.00 per hour, one hour minimum per parcel. Although the Bank has since paid the invoice, we would like to formally appeal these charges and request a portion of these charges be refunded to the Bank as we feel the charges were unnecessarily high, and there are hardships/circumstances for the Village to consider.

The following is a listing of facts for the Board to consider:

- Phillips Utility, LLC (PU) was contracted by the Bank to maintain the Bank owned lawns according to the Village Standard – nothing more, nothing less. PU regularly drives through Johnson Creek to check on growth. A known drought within the region clearly affected the necessity to cut grass within the month of June and into July.
- PU cut over 100 lots June 5th-9th, which included Cambridge State Bank's lots, all these lots were not cut again until the dates July 10th-14th, due to little or no rain in the area – of all the other lots located within the Village, none, except for the Bank's lots, were held to the same standard according to the ordinance and received no mowing from the Village. PU stated that they identified many properties, with comparable weeds, that were not cut by the village.
- 5 of the pictures taken of the Bank lots to show weed height were not taken with the photographer standing, but kneeling to exaggerate weed height. There were no tape measures used to evidence weed height.

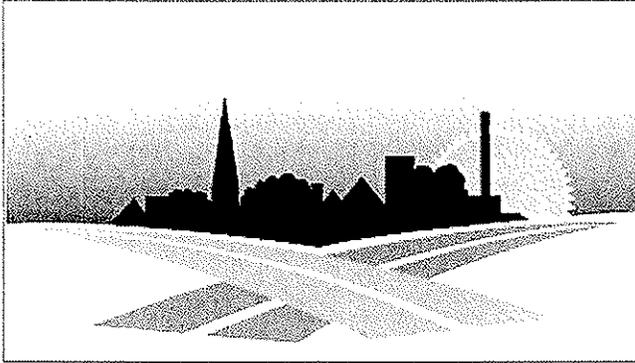
In addition, the Board should also consider that PU's managing member's son was born in mid-June which put him in the hospital from June 13th – 17th. The Bank feels that it is being held to a different standard, if not by the Village, by the individuals that had sent in the complaints. Due to the unusual nature of this past month in terms of weather, and in addition, to the fact that the Bank was one of the only parties to receive lawn mowing from the Village in accordance to the said ordinance, it would have been prudent of the Village to contact to Bank to allow a chance to take the necessary steps to respond. Since the Village did use its own resources to mow the lots, the Bank is willing to pay market rate which would be equal to the normal cost of mowing these parcels of \$160.00. Attached is an invoice from PU evidencing the dates of mowing and billing rates. Please send a response to the Bank following a decision on this appeal.

221 W. Main St. P.O. Box 48
Cambridge, WI 53523

Email: Bank@Cambridgebank.com
Website: www.cambridgebank.com

Phone: (608) 423-3226
Fax: (608) 423-4595 / 7170

Resolution 82-12
August 13, 2012



RESOLUTION 82-12

**CLAIM
KIM MUNGEN
202 SERENITY COURT**

Village Board 8-13-12

Requested by: Kim Mungen

Introduced by: Village Trustee Greg Schopp

RESOLUTION 82-12

CLAIM
KIM MUNGEN
202 SERENITY COURT

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

WHEREAS, on July 27, 2012, Johnson Creek Fire Department used the water hydrant on Serenity Court to fill water tankers for a barn farm in the town of Aztalan, and

WHEREAS, Kim Mungen of 202 Serenity Court received damage to a water heater pressure relief valve during the use of the water hydrant with the cost to repair of \$75.00, and

WHEREAS, the use of the fire hydrant varied pressures in the water system resulting in the damage to the pressure relief valve at 202 Serenity Court, and

NOW THEREFORE BE IT RESOLVED, that the Village Board of Trustees of the Village of Johnson Creek approve the claim of Kim Mungen of 202 Serenity Court in the amount of \$75.00 to replace a water heater pressure relief valve damaged during Fire Department use of water hydrant on Serenity Court, and

BE IT FURTHER RESOLVED, that the Village Clerk/Treasurer and Administrator are authorized to effectuate such transaction.

PASSED AND ADOPTED by the Village Board of Trustees this 13th day of August 2012.

Michelle Kaltenberg, Village President

ATTEST:

Joan Dykstra, Clerk – Treasurer

Mark Johnsrud

From: Kim Mungen [kmungen4420@gmail.com]
Sent: Friday, August 03, 2012 12:40 PM
To: markj@johnsoncreekwi.org
Subject: Damage at 202 Serenity Ct by Fire Department

Dear Mark Johnsrud,

Per our conversation on Mon, July 30, 2012, please find the following information you requested regarding the damage caused at 202 Serenity Court, Johnson Creek, WI.

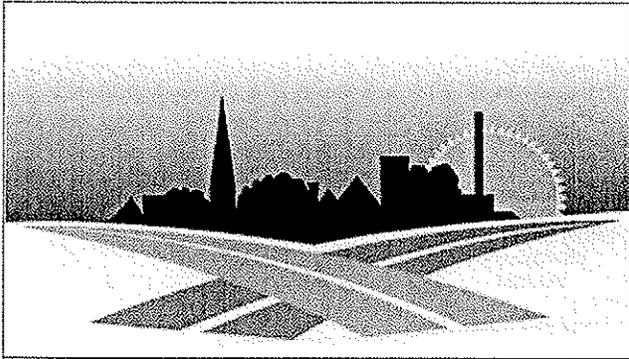
On Thur, July 26, 2012, the fire department was responding to a large fire nearby, they repeatedly filled their tanker at the fire hydrant located across the street from our home. That same evening we noticed water leaking from our water heater pressure valve & it would not stop. I went out to talk to the firefighter that was parked outside of our home to see if he could get me any information about the leaking, he stated that I should call Lee at the village. It was after 9pm in the evening, so we shut off the water to the water heater and called the village in the am. They advised that we should call the water department so I did. I explained the situation to Anne and she was very understanding and offered to call Creek Plumbing for me. Bernie Motl from Creek Plumbing repaired the water heater pressure valve. He stated that he spoke with Jim Wolf the asst fire chief regarding the details and that the damage was caused by the water hammering at the fire hydrant during the fill up. The cost we are asking to be reimbursed is \$75.00 total for parts and labor - bill attached.

Thank you in advance,
Kim & Ken Mungen
202 Serenity Court
Johnson Creek, WI 53038

8/9/2012

Village of Johnson Creek

Crossroads With A Future



ORDINANCE 05-12

**REPEAL/RECREATE CHAPTER 8
BOARD, VILLAGE**

Village Board 8-13-12 – *first reading*

Village Board 8-27-12

Request by: Village Board

Introduced by: Village President Michelle Kaltenberg

ORDINANCE 05-12

STATE OF WISCONSIN VILLAGE OF JOHNSON CREEK JEFFERSON COUNTY

**REPEAL/RECREATE CHAPTER 8
BOARD, VILLAGE**

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

SECTION 1: CHAPTER 8 BOARD, VILLAGE of the Village Code of the Village of Johnson Creek is hereby repealed and recreated to read as follows:

§ 8-1 Election of Trustees and President

- A. Trustees. There shall be six Trustees of the Village. Three Trustees shall be elected at each annual spring election for a term of two years, commencing on the third Tuesday of April in the year of their election
- B. President. The Village President shall be chosen at the regular spring election in odd-numbered years for a term of two years commencing on the third Tuesday of April in the year election. The President shall be by virtue of the office a Trustee and preside at all meetings of the board and have a vote as a Trustee.
- C. Nomination. Candidates for elective Village offices shall be nominated by a nonpartisan primary conducted according to Ch. 8, Wis. Stats. Nomination papers shall be signed by not fewer than 20 nor more than 100 electors of the Village. The papers shall be circulated not sooner than the first day of December preceding the election and shall be filed with the Village Clerk not later than 5:00 p.m. the first Tuesday in January, or the next day if Tuesday is a holiday.

§ 8-2. Meetings; quorum

- A. Regular meetings of the Village Board shall be held on the ~~second and fourth~~ Mondays of each month beginning at 5:30 p.m., or as otherwise noticed by the Village Clerk in any meeting notice posted or published in accordance with the Open Meeting Statutes of the State of Wisconsin. ~~{Amended 11-1-2001 by Ord. No. 25-01; 4-21-2003 by Ord. No. 13-03; 5-9-2005 by Ord. No. 08-05; 5-8-2006 by Ord. No. 11-06; 12-8-2008 by Ord. No. 24-08; 5-11-2009 by Ord. No. 05-09.~~
- B. Special meetings. Special meetings of the Board may be called by the Village Board, the Village President, or by written request signed by two Trustees and filed with the Clerk - Treasurer at least 24 hours prior to the time specified for such meeting. ~~The Clerk - Treasurer shall immediately~~ notify each Trustee of the time and purpose of such meeting. The notice shall be delivered to each Trustee by phone, U.S. mail, e-mail, or in person. ~~The Clerk - Treasurer shall cause an affidavit of service of such notice to be filed in his or her office prior to the time fixed for such special meeting. Special meetings may be held without notice when all members of the Board are present or consent in writing to the holding of such a meeting. Unless all Trustees are in attendance, no business shall be transacted at a special meeting, except for the purpose stated in the notice thereof.~~

- C. Place of meetings. All meetings of the Board, including special and adjourned meetings, shall be held in the Village Hall unless noticed otherwise.
- D. Quorum. ~~Four Trustees, including the Village President~~ Any majority, four members, of the Board shall constitute a quorum. A call of the house may be ordered by majority vote if three Trustees are present.
- E. Organizational meeting. In addition to other regular and special meetings, an organizational meeting shall be held annually on the third Tuesday of April. The purpose of this meeting shall be limited to the organization of the Village Board, the confirmation of appointment of Village officers, the confirmation of appointment of Trustees and citizens to Village committees and the appointment of standing committees of the Village Board.

§ 8-3 Order of business

The business of the Village Board shall be conducted pursuant to an agenda, ~~the format of which shall be as~~ approved by the Village Board ~~from time to time.~~

§ 8-4 Presiding officer

- A. Control of meeting. The Village President shall preserve order and conduct the proceedings of the meeting. A member may appeal from the decision of the presiding officer. Such appeal is not debatable and must be sustained by a majority of the members present, exclusive of the presiding officer.
- B. Absence of the President. If the President is absent at any meeting, the Chairperson of the Personnel and Finance Committee shall preside for that meeting. If the Chairperson of the Personnel and Finance Committee is absent the Chairperson of Improvement and Services shall preside for that meeting. If the Chairperson of the Improvement and Services Committee is absent the Chairperson of the Protection and Welfare Committee shall preside for that meeting.
- ~~C. Participation in debate. The presiding officer may speak upon any question or make any motion if he vacates the Chair and designates a Trustee to preside temporarily.~~

§ 8-5 Voting procedure

- A. Mode of Voting. A roll call vote is not required as to any action taken by the Village Board, except as required by Wisconsin Statutes or except when requested by any Board member entitled to vote on any motion or question presented to the Board for deliberation or decision.
- B. Abstentions:
 - (1) A Board member shall not vote on any proposed ordinance, order, resolution or proposition in which he or she has a direct pecuniary or personal interest not common to other members of the Board.
 - (2) A Board member who is required by law to abstain from voting on any particular matter shall not be counted for determining:
 - a. The number of "members present" if passage of that measure requires a favorable vote by a majority or other fractional vote (i.e., 2/3 or 3/4) of the members "present", or
 - b. The presence of a quorum for purposes of that particular vote.

§ 8-6 Standing rules.

In the absence of a standing rule, the deliberations of the Village Board shall be conducted in accordance with the parliamentary rules as contained in “Robert’s Rules of Order, Newly Revised 10th Edition (2000)”, unless contrary to State law. Included in these standing general rules, but not limited to this itemization, are the following rules:

- A. No person other than a member shall address the Board, except by majority vote of the members present.
- B. No ordinance, resolution or other motion shall be discussed or acted upon unless it has been seconded.
- C. No motion shall be withdrawn without the consent of the person making the same and the person seconding it.
- D. No Trustee shall address the Board until he has been recognized by the presiding officer. ~~He shall thereupon address himself to the President and~~ The Trustee shall confine his or her remarks to the question under discussion and avoid all personal remarks.
- E. When two or more members simultaneously seek recognition, the presiding officer shall name the member who is to speak first.
- F. When a question is under discussion no action shall be in order except to adjourn, to lay on the table, to move the previous question, to postpone to a certain day, to refer to a committee, to amend, and to postpone indefinitely. These motions shall have precedence in the order listed.
- G. Any member ~~desirous of terminating~~ desiring to terminate the debate may move the previous question, or call the question, in which event the President shall announce the question as “Shall the main question now be put?” If a majority of the members present vote in the affirmative, the main question shall be taken without further debate, its effect being to put an end to all debate and bring the Board to a direct vote, first upon any pending amendments and then upon the main question.
- H. A motion to adjourn shall always be in order, and a motion to adjourn or to lay on the table and a call for the previous question shall be decided without debate.
- I. No member of the board, whether he is a Trustee or the President, shall vote on any question involving his own character or conduct, the right as a member, or his pecuniary interest.
- J. Any member voting in the majority may move for a reconsideration of the vote of any question at that meeting or at a succeeding regular meeting. A motion to reconsider being put and lost shall not be renewed.
- K. A Board member may change his or her vote on a matter up to the time the result of the vote is announced.

§ 8-7 Motions, resolutions and ordinances.

- A. ~~Referral to committee. Ordinances, resolutions, bylaws, communications and other matters submitted to the Board shall be placed on the next agenda subject to compliance with § 19.84, Public Notice, Wis. Stats. Referral to standing committee shall be approved by a majority vote of the Village Board. No ordinance, resolution, communication or bylaw shall be considered unless presented in writing by a Trustee or the President. [Amended 10-26-2009 by Ord. No. 17-09] The Board may act by motion recorded in the official minutes of the Board meeting, by adoption of a resolution, or by adoption of an ordinance in accordance with the Open meeting statutes of the State of Wisconsin.~~
- B. Ordinance procedure. Every ordinance shall receive two separate readings before its passage by the Board. No vote to approve or deny the ordinance shall be taken by the Board following the first reading. No such ordinance shall have the second reading on the same day that it is first read, unless by suspension of the rules as hereinafter provided. Such second reading may, however, be by title only.
- C. Enactment and publication. The presiding officer and Village Clerk shall ensure that all ordinances are properly enacted, published or posted, as the case may be, and filed in this code.

§ 8-8 Committees.

- A. Standing Committees. There shall be three standing committees as follows:
- (1) Personnel and Finance.
 - (2) Improvement and Services
 - (3) Protection and Welfare
- B. Appointments.
- (1) At the annual organizational meeting, the Village President shall appoint the following number of Village Trustees to each standing committee:
 - (a) The Personnel and Finance Committee shall consist of three members.
 - (b) The Improvement and Services Committee shall consist of three members.
 - (c) The Protection and Welfare Committee shall consist of three members
 - (2) The Village President shall serve on one standing committee as one of the three members. The Village President shall act as an alternate member to any standing committee meeting where a quorum is not present. The Village President shall act as the ex officio chairperson of the three standing committees until the three standing committees meet to elect a committee chairperson. Those members of the Board not elected to serve as chairperson may be assigned to other special committees, tasks, or boards, which shall be designated by the Village President. All committee, special committees, tasks or boards, which shall be designated by the Village President. All committee, special committee, task and board appointments, except the designation of chairperson, shall be subject to confirmation by a majority vote of the entire Village Board.

- C. Duties. Each of the Standing Committees shall have such powers, duties and objectives to provide recommendation to the Village Board as provided below:
- (1) 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. recommendation of policy which affect:
 - (a) Personnel including the review of the personnel policy manual, the internal control policy, the table of organization of departments including the review of job descriptions, and any other policy or action affecting personnel, and
 - (b) Finance including the review of the annual budget, the capital budget and any amendments thereof, the purchase, sale, or disposal of property, the negotiation and/or settlement of any litigation, any contractual obligations, claims, publications, license, any bonding including issuance or repayment of bonds, and any other policy or action affecting finance.
 - (2) Improvement 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 [Amended 4-21-2003 by Ord. No. 12-03; 7-13-2009 by Ord. No. 09-09] recommendation of policy which affects the Sewer and Water Utility, or any other utility, the construction, repair and maintenance of infrastructure including streets, curb and gutter, sidewalks, lighting, all paved and unpaved roads, paths and walkways, any land use policy excepting the authority provided by the Plan Commission, any authorized use of parks or park facilities, all sanitation including waste collection, recycling and composting, and any other policy or action affecting improvements and infrastructure.
 - (3) 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. [Amended 7-8-2003 by Ord. No. 12-03; 7-13-2009 by Ord. No. 09-09] all recommendations of policy which affects public safety including police and fire, excepting the authority provided to the Police and Fire Commission, enforcement of the uniform traffic code and authorization of public parking, compliance of emergency management and disaster recovery, and any other policy or other action affecting the public safety and/or general welfare of the public.
- ~~D. Committee reports. Each committee shall at the next regular meeting of the Board submit a written report on all matters referred to it. Such report shall be signed by the committee chairperson. Any committee may require any Village officer to confer with it and supply information in connection with any matter pending before it. [Amended 7-8-2003 by Ord. No. 20-03]~~
- D. Committee of the Whole. The Village Board shall meet as a Committee of the Whole on the second Monday of each month beginning at 5:30 p.m., or as otherwise noticed by the Village Clerk in any meeting notice posted or published in accordance with the Open Meeting Statutes of the State of Wisconsin. Special meetings of the committee may be called by the Village Board or Village President.
- E. Committee authority. No official action shall be taken at any committee meeting, but the committee may by motion adopted by a majority of the committee members in attendance, make recommendations to the Village Board on any matter which is brought before the committee. The committee may also provide directions and request action to be undertaken by Village officials and employees.

§ 8-9 Duties of Clerk.

In addition to his other duties, the Clerk-Treasurer shall record the minutes of the Board meetings. In the absence of the Clerk-Treasurer, the President shall appoint a Clerk pro tem.

§ 8-10 Suspension of rules

The rules contained in either § 8-7, Motions, resolutions and ordinances, or § 8-6 ~~General~~ Standing rules, or any part thereof, may be temporarily suspended in connection with any matter under consideration by a recorded vote of 2/3 of the members present.

§ 8-11 Vacancies.

- A. Whenever a vacancy exists as a result of the death or resignation of any Board member or for any reason provided by law, such vacancy shall be filled by appointment made by the Village Board.
- B. At the next regularly scheduled Board meeting or any other special Board meeting called for the purposes noted herein, the Board shall establish a date by which any eligible elector may submit his or her written application to fill the vacancy. The date by which such written applications must be submitted to the Board shall rest on the discretion of the Board, but in all events such written applications shall be submitted to the Board within 30 days after the Board meeting. The Board shall also, at the meeting held for the purpose of establishing the date for submission of written applications to fill the vacancy, establish a date at which the appointment to fill vacancy shall be made. At the meeting called for the purpose of filling the vacancy, any Board member may nominate an applicant to fill the vacancy from those applicants having submitted written applications. In the event only one written application is submitted to the Board and in the further event that the applicant fails to receive a majority vote of the Board members attending the meeting, then in that event Board members may nominate candidates even though such candidates have not submitted written applications to the Board within the time established by the Board.
- C. In all events, the vacancy shall be filled by the candidate obtaining a majority vote as to those Board members in attendance at the meeting called for that purpose.

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 27th day of August, 2012.

VILLAGE OF JOHNSON CREEK,

BY: _____
Michelle Kaltenberg, President

ATTEST:

Joan Dykstra, Clerk-Treasurer

First reading: Village Board Meeting 8-13-12
Date Adopted:
Date Posted:
Date Published: