



City of Lake Geneva, 626 Geneva St, Lake Geneva, WI 53147- 262.248.3673- www.cityoflakegeneva.com

COMMITTEE OF THE WHOLE
MONDAY, MARCH 7, 2022 – 6:00 PM
LAKE GENEVA CITY HALL, COUNCIL CHAMBERS

Members

Council President: Rich Hedlund

Alderpersons: Tim Dunn, Mary Jo Fesenmaier, Cindy Flower, John Halverson, Ken Howell,
Shari Straube, and Joan Yunker

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1. Links to the City of Lake Geneva's live video stream can be found at www.cityoflakegeneva.com/video
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Access Code: 9746153

AGENDA

1. Council President Hedlund call the meeting to order
2. Pledge of Allegiance – Alderperson Howell
3. Roll Call
4. Approval of the Committee of the Whole Minutes from December 6, 2021 as prepared and distributed
5. Comments from the public as allowed by Wis. Stats. §19.84(2), except for public hearing items. Comments will be limited to 5 minutes. Be further advised that matters brought up at this time may be referred to the appropriate committee or individual for further discussion and consideration.
6. Presentation/Introduction of new GLEA Director
7. **STANDING COMMITTEE REPORTS.** The following Aldermen will be given the opportunity to make announcements or reports at the meeting in regards to committee activities they have been involved in since the last meeting on behalf of the City, future activities and citizen contacts. It is not contemplated that these matters will be discussed or acted on but referrals to the appropriate committees and/or individuals will be made.
 - a. Finance, License & Regulation Committee, Alderperson Howell
 - b. Personnel Committee, Alderperson Hedlund
 - c. Public Works Committee, Alderperson Flower
 - d. Piers, Harbors, & Lakefront Committee, Alderperson Yunker

8. **COMMITTEE, COMMISSION AND BOARD REPORTS.** The following committee representatives will be given the opportunity to make announcements or reports at the meeting in regards to committee activities they have been involved in since the last meeting on behalf of the City, future activities and citizen contacts. These matters will be required to be placed on the agenda to comply with Wis. Stats.
- a. Utility Commission, Alderperson Flower
 - b. Tree Board, Alderperson Halverson
 - c. Police & Fire Commission, Alderperson Yunker
 - d. Plan Commission, Alderperson Dunn
 - e. Board of Park Commissioners, Alderperson Fesenmaier
 - f. Library Board, Alderperson Halverson
 - g. Historic Preservation Commission, Alderperson Dunn
 - h. Avian Committee, Alderperson Flower
 - i. Tourism Commission, Alderpersons Hedlund & Fesenmaier
9. **COUNCIL REPRESENTATIVES SERVING ON OTHER BOARDS AND COMMITTEES.** The following committee representatives will be given the opportunity to make announcements or reports at the meeting in regards to committee activities they have been involved in since the last meeting on behalf of the City, future activities and citizen contacts. These matters will be required to be placed on the agenda to comply with Wis. Stats.
- a. VISIT Lake Geneva, Alderperson Halverson
 - b. Geneva Lake Museum, Alderperson Dunn
 - c. Lake Geneva Economic Development Corporation, Alderpersons Hedlund & Howell
 - d. Geneva Lake Environmental Agency, Alderperson Fesenmaier
 - e. Geneva Lakes Family YMCA, Alderperson Straube
 - f. Geneva Lake Use Committee, Alderperson Dunn
 - g. Business Improvement District, Alderperson Straube

10. Adjourn

<i>This is a meeting of the Committee of the Whole. No official Council action will be taken; however, a quorum of the Council will be present.</i>
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cc: Aldermen, Mayor, Administrator, Attorney, Media

COMMITTEE OF THE WHOLE MINUTES
MONDAY, DECEMBER 6, 2021 – 6:00 PM
LAKE GENEVA CITY HALL, COUNCIL CHAMBERS

Members

Council President: Rich Hedlund

Alderspersons: Tim Dunn, Mary Jo Fesenmaier, Cindy Flower, John Halverson, Ken Howell, Shari Straube, and Joan Yunker

Council President Hedlund calls the meeting to order at 6:00 pm

Aldersperson Halverson led the Committee in the Pledge of Allegiance

Roll Call

Present: Hedlund, Dunn, Fesenmaier, Halverson, Howell, Straube, Yunker

Absent: Flower

Approval of the Committee of the Whole Minutes from October 4, 2021 as prepared and distributed

Motion by Howell to approve, Second by Fesenmaier. No discussion. Motion carries 7-0.

Comments from the public as allowed by Wis. Stats. §19.84(2), except for public hearing items. Comments will be limited to 5 minutes. Be further advised that matters brought up at this time may be referred to the appropriate committee or individual for further discussion and consideration.

None

Presentation of Mobile Command Unit

Chief Rasmussen invites the Council to view the new Mobile Command unit.

A recess is taken at 6:03pm to allow the Committee to view the unit.

The Committee reconvenes at 6:21 pm.

STANDING COMMITTEE REPORTS. The following Aldermen will be given the opportunity to make announcements or reports at the meeting in regards to committee activities they have been involved in since the last meeting on behalf of the City, future activities and citizen contacts. It is not contemplated that these matters will be discussed or acted on but referrals to the appropriate committees and/or individuals will be made.

Finance, License & Regulation Committee, Aldersperson Howell

Aldersperson Howell gave an update on upcoming topics involving projects for the Library and Public Works

No action taken.

Personnel Committee, Aldersperson Hedlund

Aldersperson Hedlund gave an update on today's meeting concerning the reviews for staff, health insurance details, employee handbook, wage scales, and the Riviera Janitor job description.

No action taken.

Public Works Committee, Aldersperson Flower

Aldersperson Hedlund spoke on the snow plow policy.

Aldersperson Fesenmaier gave more detail on 2022 Streets Improvement Project.

No action taken.

Piers, Harbors, & Lakefront Committee, Aldersperson Yunker

Aldersperson Yunker gave an update on Committee activity including the LGBL lease,

Additional discussion followed concerning a TV from Tourism.

No action taken.

COMMITTEE, COMMISSION AND BOARD REPORTS. The following committee representatives will be given the opportunity to make announcements or reports at the meeting in regards to committee activities they have been involved in since the last meeting on behalf of the City, future activities and citizen contacts. These matters will be required to be placed on the agenda to comply with Wis. Stats.

Utility Commission, Aldersperson Flower

Aldersperson Hedlund gave an update on topics including an upcoming special meeting for utility easements in new development, the budget, rate cases, a commission vacancy being filled, digesters, and underground viewing of sewer lines.

No action taken.

Tree Board, Aldersperson Halverson

Aldersperson Halverson reports that there was no meeting this month, but the board has decorated and submitted a Tree at the Museum.

No action taken.

Police & Fire Commission, Aldersperson Yunker

Aldersperson Yunker gave an update regarding budgeting for officer staff positions.

No action taken.

Plan Commission, Aldersperson Dunn

Aldersperson Dunn welcomed questions.

An inquiry about the status of the Kwik Trip project is addressed.

No action taken.

Board of Park Commissioners, Aldersperson Fesenmaier

Aldersperson Fesenmaier spoke about the scheduling of a special work session for the Park and Open Space Plan. The next board meeting is December 21st.

No action taken.

Library Board, Aldersperson Halverson

Aldersperson Halverson spoke on the passing of children's librarian Sara, and welcomed Director Kornak to speak.

Aldersperson Halverson gave an update on the construction project status.

Further questions and discussion about memorial details for Miss Sara followed.

No action taken

Historic Preservation Commission, Alderperson Dunn

Alderperson Dunn gave a brief update on Commission activity involving the Cemetery Plaque for the historic register, Cemetery Tours, and the suggestion for a Historic Preservation Ordinance.

No action taken.

Avian Committee, Alderperson Flower

Alderperson Flower absent; no update given.

Tourism Commission, Alderpersons Hedlund & Fesenmaier

Alderperson Hedlund encouraged submission of grant applications because the Commission has plenty of money for grants.

Alderperson Fesenmaier adds that the Grant Application has been finalized.

Further discussion follows on the Walworth County Tourism Commission cancelling the bus tour contract.

The next meeting is December 13th.

No action taken.

COUNCIL REPRESENTATIVES SERVING ON OTHER BOARDS AND COMMITTEES. The following committee representatives will be given the opportunity to make announcements or reports at the meeting in regards to committee activities they have been involved in since the last meeting on behalf of the City, future activities and citizen contacts. These matters will be required to be placed on the agenda to comply with Wis. Stats.

VISIT Lake Geneva, Alderperson Halverson

Alderperson Halverson reported on recent activities including the Christmas Parade, a tree in the Museum, and recent media coverage.

No action taken.

Geneva Lake Museum, Alderperson Dunn

Alderperson Dunn spoke about the Tuesdays at Two program, the Tree Parade, the Legacy of Imagination display, and the new Museum sign.

No action taken.

Lake Geneva Economic Development Corporation, Alderpersons Hedlund & Howell

Alderperson Hedlund reported that there are 4 available lots at the Business Park, that the Corporation is actively looking for more development possibilities, and that they recently elected officers.

No action taken.

Geneva Lake Environmental Agency, Alderperson Fesenmaier

Alderperson Fesenmaier gave an update on recent activity. The new director started mid-October. Big Foot watershed creek and Starry Stonewort are both being monitored. The next meeting is Thursday at George Williams College.

The new director is meeting with surrounding municipalities, and it is requested that his introduction be added to the next Committee of the Whole agenda in February.

No action taken.

Geneva Lakes Family YMCA, Alderperson Straube

Alderperson Straube reports that the next meeting is this Thursday.

No action taken.

Geneva Lake Use Committee, Alderperson Dunn

Alderperson Dunn reports that the Committee did not meet. But items to be discussed include a lake noise ordinance, Starry Stonewort, and a request from GLEA for a whole-lake survey on lake use.

No action taken.

Business Improvement District, Alderperson Straube

Alderperson Straube gave an update on Oktoberfest, highlighting the success of the event on Saturday. Future activities include: the tree lighting ceremony, Santa's appearances around town, the Coco Crawl, the Wine Walk, and a spring fashion event.

General discussion and questions followed on the forensic audit. Requests follow to have the item put on the next Council agenda.

No action taken.

Adjournment

Motion by Straube to Adjourn, Second by Hedlund. No discussion. Motion carries 7-0, the Committee adjourns at 6:49 pm.

Geneva Lake Environmental Agency

Board Meeting Schedule for 2022

3RD THURSDAY of each month at 6:30 pm

Meeting Location: George Williams College of Aurora University, Lowrey Hall Rm 108.**

JANUARY 20, 2022*

Tentative Schedule

FEBRUARY 17, 2022

MARCH 17, 2022

APRIL 21, 2022

MAY 19, 2022

JUNE 16, 2022

JULY 21, 2022

AUGUST 18, 2022

SEPTEMBER 15, 2022

OCTOBER 20, 2022

NOVEMBER 17, 2022

DECEMBER 15, 2022

**** Unless otherwise stated or requested**

***Already scheduled meeting**

FINANCE, LICENSING & REGULATION COMMITTEE MINUTES
WEDNESDAY, FEBRUARY 16, 2022 – 4:30 PM
CITY HALL, COUNCIL CHAMBERS

Committee Members: Chairperson Ken Howell, Alderpersons: Joan Yunker, Mary Jo Fesenmaier, John Halverson, and Rich Hedlund

Chairperson Howell called the meeting to order at 4:30 p.m.

Roll Call

Present: Fesenmaier, Halverson, Howell, and Yunker

Absent: Hedlund

Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda except for public hearing items. Comments will be limited to 5 minutes

Peg Esposito; 124 Darwin St; Spoke in opposition of the contract with Innovation Design for Disc Golf Park Tee Markers to be paid for through advertisement/sponsorship. She noted several questionable clauses within the agreement and spoke against entering into the agreement.

Sarah Hill; 1024 George St; Spoke in opposition of the contract with Innovation Design for Disc Golf Park Tee Markers to be paid for through advertisement/sponsorship. She also spoke in opposition of the funds within the first responder's donation account that were raised via the Riviera Gala with use of a Tourism Commission grant.

Approve the minutes of the February 1, 2022 Finance, Licensing, and Regulation Committee meeting as prepared and distributed

Motion by Yunker to approve, second by Halverson. No discussion. Motion carried 4-0.

Licenses & Permits

Discussion/Recommendation regarding an Agent Change for Aldi Inc d/b/a Aldi #56, to James Bunker

Motion by Yunker to approve, second by Fesenmaier. No discussion. Motion carried 4-0.

Discussion/Recommendation regarding an Original Class "B" Fermented Malt Beverage and Class "C" Wine License applications filed by Geneva Tap House LLC d/b/a Geneva Tap House, Heidi McGraw, Agent, located at 252 Broad St

Motion by Fesenmaier to approve, second by Halverson. No discussion. Motion carried 4-0.

Discussion/Recommendation regarding a Request for Waiver of Parking Fees for the event of Beachside Authorfest to take place on July 9, 2022 in Library Park

Motion by Howell to approve, second by Fesenmaier. This event is being held by the Public Library. Motion carried 4-0.

Discussion/Recommendation regarding **Resolution 22-R12** a resolution approving the assigned fund balance for the First Responders donations account as of December 31, 2021

Motion by Yunker to approve, second by Fesenmaier. Finance Director Hall explained that the amounts listed are the revenues from the fundraisers. The expenses associated with the fundraisers are allocated to a different account. Motion carried 4-0.

Discussion/Recommendation regarding **Resolution 22-R13** a resolution approving the assigned fund balances for the Fire Department accounts as of December 31, 2021

Motion by Yunker to approve, second by Halverson. No discussion. Motion carried 4-0.

Discussion/Recommendation regarding **Resolution 22-R14** a resolution approving the assigned fund balance for the Police Department accounts as of December 31, 2021

Motion by Yunker to approve, second by Halverson. No discussion. Motion carried 4-0.

Discussion/Recommendation regarding **Resolution 22-R15** a resolution approving the assigned fund balance for the Fire Dues account as of December 31, 2021

Motion by Halverson to approve, second by Yunker. No discussion. Motion carried 4-0.

Discussion/Recommendation regarding **Resolution 22-R16** a resolution authorizing carryover of Capital Projects and Equipment Replacement Funds budgets from 2021 to 2022

Motion by Yunker to approve, second by Halverson. Finance Director Hall explained that some of the carryover amounts were already approved, so the remaining will be carried over through the approval of this resolution. These need to be carried over as they are a part of the borrowing. Motion carried 4-0.

Discussion/Recommendation regarding **Resolution 22-R17** a resolution adopting a 2021 year-end budget amendment authorizing the re-allocation of funds in the 2021 budgets for certain revenues and expenditures exceeding their 2021 budgets

Motion by Halverson to approve, second by Yunker. No discussion. Motion carried 4-0.

Discussion/Recommendation regarding **Resolution 22-R18** a resolution authorizing carryover of General Fund and Lakefront Fund budget amounts from 2021 to 2022

Motion by Yunker to approve, second by Halverson. Finance Director Hall noted these are carryover requests for the General Fund and Lakefront Fund, per the request of various departments. Motion carried 4-0.

Discussion/Recommendation regarding an agreement with Innovation Design for Disc Golf Park Tee Markers to be paid for through advertisement/sponsorship

Motion by Yunker to refer to the Park Board, second by Fesenmaier. Howell stated that he would like to see this not move forward at all. Halverson echoed that concern and is opposed to advertising in the City parks.

Motion was withdrawn by Yunker/Fesenmaier.

Motion by Fesenmaier to deny the approval of the contract, second by Halverson. Motion carried 4-0.

Discussion/Recommendation regarding clarification of cashless beach admission process

Harbormaster Russell explained that the Council was not very clear about the potential cashless beach admission process. He would like to see this go back to the Piers, Harbors, and Lakefront Committee for further discussion and clarification. The committee concluded that the beach would remain cashless as approved by the Council. No action taken.

Discussion/Recommendation regarding Pay Request #3 filed by Selzer-Ornst for the Library Renovation Project in an amount not to exceed \$166,928.77

Motion by Halverson to approve, second by Yunker. Finance Director Hall state that this was never received prior to pay request #4 being received and paid. Motion carried 4-0.

Discussion/Recommendation regarding Pay Request #5 filed by Selzer-Ornst for the Library Renovation Project in an amount not to exceed \$238,130.73

Motion by Halverson to approve, second by Yunker. No discussion. Motion carried 4-0.

Discussion/Action regarding determining bridge within Disc Golf Park to be replaced (**Public Works Committee recommended Bridge #5 and the Board of Park Commissioners recommended Bridge #3; Council referred this to the Public Works Committee for further discussion on December 13, 2021; Public Works Committee directed staff to explore replacing both bridges on December 28, 2021**)

Motion by Fesenmaier to refer to the Public Works Committee, second by Halverson. Howell stated that he would like to see bridge #3 replaced at this time based on prior discussions. Motion carried 3-1, with Howell voting no.

Discussion regarding the January 2022 Treasurer's and December 2021/January 2022 Budget versus Actual Report

Finance Director Hall reviewed the January 2022 Treasurer's report. She added that within the packet is the December 2021 and January 2022 budget versus actual report. No action taken.

Presentation of Accounts

Prepaid Bills in the amount of \$100,104.88

Motion by Yunker to approve, second by Halverson. No discussion. Motion carried 4-0.

Regular Bills in the amount of \$142,946.35

Motion by Fesenmaier to approve, second by Halverson. No discussion. Motion carried 4-0.

Adjournment

Motion by Fesenmaier to adjourn, second by Howell. Motion carried 4-0. The meeting adjourned at 5:03 p.m.

FINANCE, LICENSING & REGULATION COMMITTEE MINUTES
TUESDAY, MARCH 1, 2022 – 4:30 PM
CITY HALL, COUNCIL CHAMBERS

Committee Members: Chairperson Ken Howell, Alderpersons: Joan Yunker, Mary Jo Fesenmaier, John Halverson, and Rich Hedlund

Chairperson Howell called the meeting to order at 4:30 p.m.

Roll Call

Present: Howell, Fesenmaier, Yunker, Halverson, and Hedlund

Absent: None

Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda except for public hearing items. Comments will be limited to 5 minutes

None

Approve the minutes of the February 16, 2022 Finance, Licensing, and Regulation Committee meeting as prepared and distributed

Motion by Yunker to approve, second by Hedlund. No discussion. Motion carried 5-0.

Licenses & Permits

Discussion/Recommendation regarding a Tier II Event Permit Application filed by the Lake Geneva Jaycees for the event of Venetian Fest to take place August 17, 2022 through August 21, 2022 located in Flat Iron Park, Seminary Park, and Library Park; park reservation permit is for August 15, 2022 through August 22, 2022 for setup and tear down – **Clerk Kropf**

Motion by Yunker to approve, second by Halverson. Hedlund noted that they are requesting approximately \$17,000 in parking and for the fees to be waived. Motion carried 5-0.

Discussion/Recommendation regarding a Temporary Class “B”/ “Class B” Retailer’s License filed by the Lake Geneva Jaycees for the event of Venetian Fest located in the Flat Iron Parking Lot; license term for August 15, 2022 through August 22, 2022 – **Clerk Kropf**

Motion by Hedlund to approve, second by Halverson. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding **Resolution 22-R19** a resolution adopting 2021 transfers from the Lakefront Special Revenue Fund and the Parking Special Revenue Fund to the General Fund -**Finance Director Hall**

Motion by Hedlund to approve, second by Halverson. No discussion. Motion carried 5-0.

Discussion/Recommendation on disallowance of claim filed by Brian Scott for alleged damage caused to the claimant’s boat after it broke free from its docking buoy on September 16, 2021, pursuant to Wis. Stat. 893.80(1g) – **Clerk Kropf**

Motion by Hedlund to disallow, second by Yunker. Hedlund stated that this is per the recommendation of the City’s insurance company. Motion carried 5-0.

Discussion regarding the final room tax payment paid to VISIT Lake Geneva for 2021- **Finance Director Hall**

Finance Director Hall explained that there is a large expenditure going to VISIT Lake Geneva for the room tax for 2021. The final payment will be approximately \$435,000; this was brought to the committee just as a heads up. No action taken.

Presentation of Accounts

Prepaid Bills in the amount of \$3,872,787.35

Motion by Yunker to approve, second by Halverson. Hall stated that \$3.6 million is a transfer to the pool. Motion carried 5-0.

Regular Bills in the amount of \$ 523,291.63

Motion by Hedlund to approve, second by Yunker. No discussion. Motion carried 5-0.

Adjournment

Motion by Fesenmaier to adjourn, second by Halverson. Motion carried 5-0. The meeting adjourned at 4:38 p.m.

CITY OF LAKE GENEVA PUBLIC WORKS COMMITTEE MINUTES
MONDAY, FEBRUARY 28, 2022 4:00 P.M.
LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (LOWER LEVEL)

Members: Chairperson Cindy Flower, Mary Jo Fesenmaier, Rich Hedlund, Tim Dunn, and John Halverson

Chairperson Flower called the meeting to order at 4:01 p.m.

Roll Call

Present: Flower, Fesenmaier, Hedlund, and Halverson

Absent: Dunn

Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda. Comments will be limited to 5 minutes

None

Approval of the January 24, 2022 Public Works Committee meeting minutes as prepared and distributed
Motion by Hedlund to approve, second by Halverson. No discussion. Motion carried 4-0.

Director of Public Works Report

Update regarding Snow Event Reports/Plowing

DPW Director Earle stated that last week's ice storm used a lot of salt. The ongoing issue now will be the thaw and refreeze of any standing water. No action taken.

Update regarding Winterfest

Earle stated that this year's Winterfest went well with no issues. No action taken.

Update regarding Equipment/Truck future purchases

Earle stated that equipment is becoming harder to locate and secure. When it is available the prior approval of the purchase can save the City money; he is looking at maybe moving forward with future purchases sooner than anticipated. No action taken.

Update regarding striping on Edwards Blvd

City Engineer Naomi Rausch, addressed the committee regarding the striping on North Edwards Blvd. She outlined several striping options to help with the merge of traffic. She added that some of the configuration may change with the completion of the Highway 50 project in the future. Flower would like to see those changes made prior to the Highway 50 project as that projected date is slated for 2023/2024. No action taken.

Parking Manager Report

Parking Manager Elder stated that February 2022 will finish about 11% better than February 2021. He added that a lot of the credit is due to Winterfest. He added that over 1,600 people rode the shuttle the weekend of Winterfest. Hedlund suggested that the City should obtain a Tourism Commission grant to help offset the costs of the shuttles offered. No action taken.

Electric Car Charging Stations

Elder stated that he reviewed data from Door County in regards to this. Most of the charging stations are located on private land and are offered as part of a hotel stay, but are mostly free. He added that there is litigation in place regarding a municipalities ability to own charging stations. Fesenmaier would like to see this continue to be on the agenda for future updates. Hedlund thought that maybe the charging stalls could have a higher parking fee rate, versus people being charged exclusively for the electricity. No action taken.

Year Round Parking Program

Elder stated that the expense for staying open year round would result in an extra \$100,000, mainly for employee wages. This would also make some parking employees to be eligible for City benefits, based on the hours worked. He projected income based on the available numbers, looking at the two weeks in November along with February revenues. He estimated the revenue could be anywhere from \$80,000 to \$225,000 net revenue. Flower stated that this should be on the agenda for next month for a recommendation from the committee. She added that she would like to see the Walworth County pass maybe changed to a radius pass for WI residents, versus just county wide. No action taken.

Discussion/Recommendation regarding the 2022 Street Improvement Project- *MSA Engineering*

John Jenkins from MSA stated that he is working on the construction maps. The plans include the sidewalks and ramps, along with the streets. He would like this to move forward so that the bid can be published and hopefully returned by April 4, 2022. He will be working on the special assessment schedule as well, including a date for public hearing. Committee discussion included problematic areas on Highway 50 that need to be addressed. He outlined some of the problematic ramps based on the current grading of those areas. The Committee would like to have the schedule of the project plan available at the next meeting. No action taken.

Discussion/Recommendation regarding reinstatement of the Cemetery Board- *Ald. Flower*

Flower explained that there have been comments made about the Cemetery board dissolution and that those functions should not be on the Public Works Committee to handle.

Motion by Flower to reinstate the Cemetery Board, second by Halverson.

Earle stated that new members of the Cemetery Board will need to be appointed. He also expressed concerns with the current ordinance language and how it outlines the hiring of a sexton. The Cemetery Sexton is currently hired by the Public Works Director, from within the department, not the Council.

A power outage occurred at City Hall, which caused a brief interruption in the meeting.

Fesenmaier stated that the Cemetery Board dissolution was a recommendation of the Finance Committee, but was never voted on by Council; therefore, it wasn't actually dissolved and the ordinance was not removed from the City code. Flower stated that she would like to see some action on this item and that the Mayor should appoint members to the board immediately.

Motion to amend by Flower to recommend the Mayor appoint members to the Cemetery Board, second by Halverson. Fesenmaier stated that she feels the motions are not in order. Motion tied 2-2, with Hedlund and Fesenmaier voting no.

Discussion/Recommendation regarding revisions to the snow removal policy- *Ald. Flower & City Attorney Draper*

Flower stated that the main focus of the discussion would be on page 6 of the policy and that the provisions for the fire hydrants need to be removed. She added that the Attorney has noted that adjacent property owners cannot be held responsible for clearing those paths. Flower recommended that the Public Works Department be responsible for the snow removal on these paths.

Earle stated that the paths are not cleared as soon as the roads and would like to see a timeline as part of the policy for clear guidance. Earle expressed concerns with plowing some of the paths with equipment due to their structural integrity.

Motion by Flower to adopt the policy as outlined on page 6 of the policy, to include the language "as time allows", second by Fesenmaier. Earle inquired about the use of salt to maintain the paths as walking paths, and that the salt usage has not been the past practice. Flower recommended that the paths be salted as the sidewalks and roads are. Hedlund stated that the paths should not be salted as in past practice. Motion carried 3-1, with Hedlund voting no.

Discussion/Recommendation regarding bid award for the signal for Bloomfield Rd and Edwards Blvd- *Kapur Engineering*

Rausch explained that the bid tab is in the packet for review. She recommended awarding the bid to LaLonde Contractors. The project is slated to start in April with an estimated completion in July of 2022. Rausch explained that this is a cost share project between the City and the School District.

Motion by Hedlund to award the bid to LaLonde Contractors not to exceed \$527,728.72, second by Fesenmaier. Earle added that the City is contributing \$150,000 to the project as a whole. Rausch added that Attorney Draper is reviewing the current Memorandum of Understanding for consistency. Motion carried 4-0.

Motion by Flower to suspend the rules and move the agenda item regarding GAP/Island properties up on the agenda, second by Hedlund. Motion carried 4-0.

Discussion/Recommendation regarding GAP/Island properties throughout the City- *Building & Zoning Administrator & City Administrator*

Building Administrator Walling noted that this project has been ongoing and would address the number of GAP properties located within the City. There are a number of City owned properties that are either on GAP properties or multiple tax parcels. He stated that this is before the committee as a way to start moving forward with the project; there is currently a budget line item for \$25,000. He added that it would be beneficial to do a little bit at a time as the parcel survey work may vary. Earle added that these GAP properties do not have official addresses which is problematic for the Fire Department, if there is an emergency. The Committee would like to see a list and a map of the GAP properties within the City. No action taken.

Discussion/Recommendation regarding the purchase of a 2022 Ford 1-ton dump truck with funds from the Cemetery Equipment Replacement Fund- *DPW Director Earle*

Earle stated that this is part of the equipment replacement fund. He added that the quote includes the truck being built out without the plow. The quote for the truck is \$57,484.00 and the quote for the plow is \$6,825.00; total \$64,309. The budget for this item is \$60,000 but there will be additional funds available as the new leaf vac for the Cemetery, listed in the budget will not be purchased.

Dunn joined the meeting at 5:44 p.m.

Motion by Hedlund to approve the purchase of the truck in an amount \$57,484 from Kunes and the plow in an amount not to exceed \$6,825 from Knapheide, with the total amount not to exceed \$64,309, second by Halverson. Motion carried 5-0.

Discussion/Recommendation regarding Disc Golf Bridge replacement (*Public Works Committee recommended Bridge #5 and the Board of Park Commissioners recommended Bridge #3; Council referred this to the Public Works Committee for further discussion on December 13, 2021; Public Works Committee directed staff to explore replacing both bridges on December 28, 2021; FLR Committee referred to the Public Works Committee on February 16, 2022*) – *Ald. Flower & Ald. Fesenmaier*

Earle stated that Ellena engineering has been tasked to design both bridges, but that there has been back and forth on determining which bridge or bridges should be replaced. The Public Works Committee had recommended bridge #5, but that the Park Board had recommended the replacement of bridge #3. Flower stated that the design of both bridges should continue and should be on the next agenda.

Motion by Flower to continue the design for both bridges and bring back for discussion, second by Fesenmaier. Motion carried 5-0.

Discussion/Recommendation regarding WI DOT Highway 50 Project; including specialized signal equipment and turn lanes- *DPW Earle*

Earle stated that there has not been current correspondence with the WI DOT and there has been a hold to allow time to work with the Beautification Committee on this item. The Beautification Committee is slated to meet in May. No action taken.

Discussion/Recommendation regarding possible roadside/right-of-way/park planting for reduced mowing- *Ald. Flower*

Motion by Flower to continue this item to a Special Meeting of the Public Works Committee, with the date to be determined, second by Fesenmaier. Motion carried 5-0.

Discussion/Recommendation regarding possible signal placement at Interchange North and Center Street- *Ald. Flower*

Motion by Flower to continue this item to a Special Meeting of the Public Works Committee, with the date to be determined, second by Fesenmaier. Motion carried 5-0.

Discussion/Recommendation regarding revisions to the brush collection ordinance- **DPW Earle & City Attorney Draper**

Motion by Flower to continue this item to a Special Meeting of the Public Works Committee, with the date to be determined, second by Fesenmaier. Motion carried 5-0.

Discussion/Recommendation regarding Library Park sidewalk upgrades – **DPW Director Earle**

Motion by Flower to continue this item to a Special Meeting of the Public Works Committee, with the date to be determined, second by Fesenmaier. Motion carried 5-0.

Discussion/Recommendation regarding signage and possible signalization at Edwards Blvd and Townline Rd- **PD Chief**

Motion by Flower to continue this item to a Special Meeting of the Public Works Committee, with the date to be determined, second by Fesenmaier. Motion carried 5-0.

Future Agenda Items

Adjourn

Motion by Fesenmaier to adjourn, second by Halverson. Motion carried 5-0. The meeting adjourned at 6:02 p.m.

**PIERS, HARBORS, AND LAKEFRONT COMMITTEE MINUTES
TUESDAY, JANUARY 11, 2022 5:00 PM
CITY HALL COUNCIL CHAMBERS**

Committee Members: Chairperson Joan Yunker, Alderpersons: Shari Straube, Ken Howell, Rich Hedlund, and Tim Dunn

Chairperson Yunker called the meeting to order at 5:00 p.m.

Roll Call

Present: Yunker, Howell, Hedlund and Dunn.

Absent: Straube (excused)

Discussion/Recommendation regarding the approval of the November 9, 2021 Piers, Harbors, and Lakefront Committee minutes as prepared and distributed. Moved by Hedlund, seconded by Dunn. Motion carried by unanimous voice vote.

Comments from the public limited to 5 minutes, limited to items on this agenda.

Kent Martzke, 1144 Rolling Lane addressed the Committee concerning agenda item number 6 concerning three items contained within the proposed lease agreement for Lake Geneva Boat Line.

Mary Jo Fesenmaier, 1085 S. Lake Shore Drive addressed the Committee concerning agenda items 7, 10 and 11.

Harbormaster Report. Harbormaster Russell addressed the committee and provided a review of the written report that was included in the meeting packet. Russell did indicate an interest in extending the date for boat slip leases in the lagoon.

Discussion/Recommendation regarding Lake Geneva Boat Line lease. Chairman Yunker distributed an updated draft lease agreement, provided by the City Attorney. General discussion was had. Kent Martzke, owner of the Lake Geneva Boat Line noted three items of concern within the document (35' limit on size of boat, deletion of the word "exclusive" and clarification on the 5-year lease and the additional five-year renewal option). After additional discussion the City Administrator was asked to contact the City Attorney concerning the three items within the document and have the Attorney forward an updated draft to FLR for its review. Hedlund so moved to forward this lease to the next FLR meeting without a recommendation. Howell seconded the motion. Motion carried by unanimous voice vote.

Discussion/Recommendation regarding use of Vibly and Park Mobile Apps for boat launch fees. Harbormaster Russell addressed the committee and made his recommendation that the Committee select Vibly for collecting boat launch fees. After additional discussion, Motion by Howell that the City of Lake Geneva use Vibly app for boat launch fees. Seconded by Dunn. Motion carried by unanimous voice vote.

Discussion/Recommendation regarding cashless beach admission requiring use of credit card or Viply App. Harbormaster Russel addressed the committee with his recommendation that, starting next season (2022), that Riviera Beach admission be paid by either credit card or use of the Viply app and that the City discontinue accepting cash. General discussion was had among the committee members and Russell. Howell so moved that the City require the use of credit card or the Viply app instead of cash to pay for admission to the Riviera Beach beginning in the 2022 season. Seconded by Hedlund. Motion carried by majority voice vote with Dunn voting no.

Discussion/Recommendation regarding boathouse located on the Riviera Pier. A draft agreement has not been received by the City Attorney for this topic. Consensus of the Committee to table this topic until next month's meeting.

Discussion/Recommendation regarding television live stream of Riviera Plaza. Alderperson Fesenmaier addressed the Committee concerning this request which was forwarded from the Tourism Commission. General discussion among the committee members. Howell so moved that the City Administrator meet with representatives of the Tourism Commission to research this topic further and come back with options for the Committee to consider. Seconded by Dunn. Motion carried by unanimous voice vote.

Discussion/Recommendation regarding possible purchase of a CD3 Boat Cleaning Machine and location placement. Alderperson Fesenmaier addressed the committee concerning the topic Fesenmaier noted the possibility of applying for a state grant for the City purchase its own cleaning machine. Fesenmaier also addressed the idea of a stationary cleaning machine instead of using a mobile machine to be moved between various locations around Geneva Lake. Fesenmaier also addressed the committee concerning the use and placement of a the mobile CD3 machine. General discussion was held on all three topics. Fesenmaier stated she wanted the committee to give consideration to all three ideas and bring the topic back to future meetings. After additional discussion; it was the consensus of the committee to have the Harbormaster to look into alternative locations to place the mobile cleaning machine for the 2022 season.

Adjournment. At 5:50 pm, Motion by Hedlund to adjourn, seconded by Howell. Motion carried by unanimous voice vote.

**Lake Geneva Utility Commission Minutes
Lake Geneva Utility Commission Meeting
Monday February 21, 2022, 4:00pm
Council Chambers, City Hall – 626 Geneva St**

THIS MEETING WAS HELD BOTH VIRTUALLY AND IN PERSON

Call Meeting to Order – Gajewski called the meeting to order at 4:01pm

Roll Call – Flower, Nord, Binn & Stanczak

Staff in Attendance – Gajewski & Busch

Binn/Stanczak motion to appoint Flower as chairperson. Passed 4-0.

Comments from the public as allowed by Wis. Statutes §19.84 (2), limited to items on this agenda except for public hearing items. Comments will be limited to 5 minutes.

None

Approve Utility Commission minutes from January 17, 2022 as prepared & distributed

Binn/Stanczak motion to approve. Passed 4-0.

Acknowledgement of correspondence

Gajewski stated that we had received notification from the Public Service Commission (PSC) that the construction threshold that requires written approval from the PSC, has been adjusted from \$250K to \$309K. Flower suggested that the amount that currently requires council approval should be changed to match.

Gajewski stated that we had received correspondence from the DNR that PFAS monitoring will be compulsory from 2023-2025. The threshold has yet to be decided.

We received correspondence from a member of the Park Board regarding the Bocce Ball court on East Street. The Commission advised Gajewski to add this to the March agenda.

Approval of the January 2022 Financials

Gajewski gave an overview of the financials.

Binn/Stanczak motion to approve the January 2022 financials. Passed 4-0.

Approval of the January 2022 Bills

Binn/Stanczak motion to approve the January 2022 bills. Passed 4-0.

Directors Report

Gajewski reviewed the submitted Director's report. Discussion was had on this season's three water main breaks and Gajewski confirmed that these were filled with cold patch and will be paved and have the landscaping restored in the spring. Discussion was also had on the hydrant painting project and installing reflective tags to indicate the flow which the Fire Department have agreed to. Gajewski informed the Utility Commission that a joint meeting with the Public Works Committee would be held on May 4, 2022. Gajewski answered questions on the force main break by the Big Foot Lift Station and explained that there had been talk in the past of re-routing this. The pipe has always appeared to be in

good shape when it has been excavated and the backfill material appears to be a contributing factor to the multiple breaks we have experienced here.

Discussion/Action on proposal by T-Mobile/Sprint for alterations to facilities located at the Host Dr. Tower

This was on last month's agenda and Gajewski said that T-Mobile have since made the required revisions and Dixon have reviewed them. Conditional approval is recommended.

Binn/Stanczak motion to conditionally approve the T-Mobile upgrade project at Host Dr Tower and authorize the owner letter of approval, pending satisfactory revisions to the Construction Drawings being made, as identified in the 2/10/2022 Dixon Engineering letter. Passed 4-0.

Discussion/Action on proposal by T-Mobile/Sprint for alterations to facilities located at the Dodge St. Tower

Gajewski said that project plans have been submitted twice already but Dixon still have some requested revisions that have not been made yet. A copy of the review letter is in the packet.

Binn/Stanczak motion to affirm the recommendation outlined in Dixon Engineering's review letter dated February 16, 2022 and table the approval of the T-Mobile project until all noted items are resolved.

Discussion on scope of work for upcoming sanitary sewer main CCTV work

Gajewski told the Commission that there are only three vendors in our area that can perform the CCTV work and each year we ask for quotes from all three and choose one. He would prefer to request quotes for a three-year period, instead of annually. Discussion was had on whether it's a bad time to make that change given current price increases being seen in many areas, or if it will result in favorable pricing given that it's a three-year commitment. Bidding with alternates was also discussed.

No action taken.

Discussion/Action on project scope and engineering for Cemetery Road water and sewer extensions

Gajewski gave the history of this project and the changes that have been made along the way. It was originally intended to be a Special Assessment project. Flower said she is still not in favor of proceeding with this and believes the developer should be responsible for the work and the cost. Discussion followed.

Binn motion to get confirmation of the scope and funding source prior to proceeding. This motion failed for lack of a second.

Flower/Stanczak motion to not go forward with the design work and to say that the developer needs to step forward and be responsible for the cost and design of this project.

This motion was not voted upon and was superseded by the following motion.

Flower/Binn motion to continue this item to the March meeting, Passed 4-0.

Flower/Stanczak motion to go into closed session pursuant to Wis. Stat. 19.85(1)(g) for conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved regarding claim against IV Networks Inc and to include Gajewski and Attorney Draper.

The Commission convened into closed session on a roll call vote at 4:55pm

Stanczak/Binn motion to return to open session pursuant to Wisconsin Statutes 19.85(2) and take action on any items discussed in closed session

The Commission returned to open session on a roll call vote at 5:12pm

Binn/Stanczak motion to direct staff to proceed as discussed in closed session. Passed 4-0.

Adjourn

Binn/Stanczak motion to adjourn at 5:13pm. Passed 4-0.

/s/ Jo Busch, Office Manager

**THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE
LAKE GENEVA UTILITY COMMISSION**



City of Lake Geneva, 626 Geneva St, Lake Geneva, Wisconsin- 262.248.3673- www.cityoflakegeneva.com

POLICE AND FIRE COMMISSION MEETING MINUTES

THURSDAY JANUARY 6, 2022 – 6:00 P.M.

CITY HALL, COUNCIL CHAMBERS

Commission Members: President Jim Connors, Vice President Ted Horne, Commissioners: Jay Fairbanks, Chuck Saul and Spyro Condos, Police and Fire Liaison Joan Yunker, Town of Geneva Fire Liaison Larry Kulik

1. Call meeting to order
The meeting was called to order by Commissioner Connors at 6:00 p.m.
2. Pledge of Allegiance
The Pledge of Allegiance was led by Commissioner Horne
3. Roll Call
Commissioners Connors, Horne, Fairbanks, Saul and Condos were present. Also present were Police and Fire Liaison Yunker, Police Chief Rasmussen, Police Lieutenant Gritzner, Police Lieutenant Way, Fire Chief Peters, Fire Captain Detkowski and Administrative Assistant Papenfus. Town of Geneva Fire Liaison Kulik was excused.
4. Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda except for public hearing items. Comments will be limited to 5 minutes - NONE
5. Acknowledge Correspondence - NONE
6. City Council Report
Police and Fire Liaison Yunker reported that that New Year's Party raised approximately \$14,000.00.
7. Approval of the Regular Meeting Minutes of December 9, 2021
Horne motioned to approve the the regular meeting minutes of December 2021. Condos seconded. Motion carried 5-0.
8. Fire Department Business
 - a. Discussion/Action - Approval of bills for the month of December 2021, operating in the amount of \$122,803.79, Capital purchases in the amount of \$1,865.91, Equipment Replacement purchases in the amount of \$36,855.52, for a total of \$161,525.22
Connors motioned to approve the bills for the month of December 2021. Saul seconded. Roll call vote: Connors-Y, Horne-Y, Fairbanks-Y, Saul-Y, Condos-Y. Motion carried 5-0.
 - b. Discussion – EMS Medical Billing/Stark Medical Billing – No discuss/action
 - c. Discussion/Action – Monthly Chief's Update and Fire Department Report Overview
Chief Peters reviewed the monthly report. Chief Peters noted that Chief Derrick is the first firefighter to be celebrating 50 years of service to the Fire Department. He reviewed the community and department events. The new Command vehicle was used on a fire call recently and was very useful during the call. There were 2,178 calls for service in 2021, the highest ever number of calls in one year.
 - d. Discussion/Action – EMS Capability and Surge Challenges
Chief Peters discussed hospital capacity and getting patients admitted into the emergency rooms. A subgroup has been coordinated with health care systems to try and resolve some of the current issues.

e. Discussion/Action – 2022 Budgetary Projects

Chief Peters reviewed the budgetary projects currently in progress. The grant was written and submitted to FEMA for SCBA replacement gear. The purchase of gas masks will be purchased with the Police Department. Additionally, the department is working on purchasing the new Turnout gear. Grants for the building and staffing are currently being written.

f. Discussion/Action – Approval of Lexipol Policies

- 1051 Firefighter Position Description
- 1052 Emergency Medical Technician Position Description
- 1053 Advanced Emergency Medical Technician Position Description
- 1054 Paramedic Position Description
- 1055 Fire Apparatus Engineer Position Description
- 1056 Firefighter/Emergency Medical Technician Position Description
- 1057 Firefighter/Paramedic Position Description
- 1058 Fire Inspector Position Description

Horne motioned to accept the Lexipol Policies as listed: 1051, 1052, 1053, 1054, 1055, 1056, 1057 and 1058. Saul seconded. Roll call vote: Connors-Y, Horne-Y, Fairbanks-Y, Saul-Y, Condos-Y. Motion carried 5-0. Captain Detkowski presented the Lexipol Policies as listed. He indicated that City Attorney Draper reviewed the policies and approved them.

g. Acceptance of donations in the amount of \$2,181.00

- Midwest Precision Molding - \$2,000.00
- Thomas Michalchik - \$ 30.00
- Om Sai Vihar LLC - \$ 151.00

Connors motioned to approve the donations as listed in the amount of \$2,181.00. Horne seconded. Roll call vote: Connors-Y, Horne-Y, Fairbanks-Y, Saul-Y, Condos-Y. Motion carried 5-0.

h. Discussion/Action – Thank you notes – No discussion/action

- St. Francis DeSales School

i. Items to be forwarded to City Council

Expenditures, Chief's monthly report and thank you notes.

9. Police Department Business

a. Discussion/Action - Approval of bills for the month of December 2021, operating in the amount of \$351,663.87, Capital purchases in the amount of \$1,865.90, Equipment Replacement purchases in the amount of \$19,818.66, for a total of \$373,348.43

Horne motioned to approve the bills for the month of December 2021. Condos seconded. Roll call vote: Connors-Y, Horne-Y, Fairbanks-Y, Saul-Y, Condos-Y. Motion carried 5-0.

Chief Rasmussen stated the budget is approximately 2% under budget. Connors and Saul commended Chief Rasmussen for staying under budget for the year.

b. Discussion/Action – Full Time Officer hiring update

Chief Rasmussen reported that 13 applicants will be tested for the full-time hiring position. The test dates are scheduled for January 11 and 15, 2022, and Peer interviews will be held on January 25, 2022.

c. Discussion/Action – SRT Body Worn Camera Grant Award

Lieutenant Gritzner noted that he applied for a body worn camera grant and the department was awarded \$52,000.00. The actual breakdown of the funds is not clear at this time. The amount was the 33rd highest total in the nation. There were 1000 applicants and out of the 258 grants awarded in the country, the City of Lake Geneva was one of the 14 grants received in the State of Wisconsin. Chief Rasmussen and Lieutenant Gritzner will determine if the grant will be incorporated into the 2022 budget or if it can be deferred into the 2023 budget to better prepare for the funds. Chief Rasmussen commended Lieutenant Gritzner for writing the grant.

d. Discussion/Action – Accept \$100.00 donation from Albert C. Exner

Horne motioned to accept the three donations in items 9d, 9e and 9f. Connors seconded. Roll call vote: Connors-Y, Horne-Y, Fairbanks-Y, Saul-Y, Condos-Y. Motion carried 5-0.

Chief Rasmussen stated the Exner memorial donation total is \$800.00 and the miscellaneous donations total is \$3,856.00 over the past eight years.

e. Discussion/Action – Accept \$151.00 donation from Geneva Wells Motel, Om Sai Vihar, LLC

This agenda item was combined with agenda item 9d.

f. Discussion/Action – Accept \$100.00 Kwik Trip gift card donation from Greg Kolb and Family

This agenda item was combined with agenda item 9d.

g. Discussion/Action – Approve purchasing three AED's and AED pads for squads not to exceed \$8,000.00

using account 11-21-00-57365 Donation Purchases-First Responders

Condos motioned to approve purchasing three AED's and AED pads for squads and the detective vehicle not to exceed \$8,000.00 using account 11-21-00-57365 Donation Purchases-First Responders. Saul seconded. Roll call vote: Connors-Y, Horne-Y, Fairbanks-Y, Saul-Y, Condos-Y. Motion carried 5-0.

Chief Rasmussen would like to purchase three AED's, two in the squad cars and one in the Detective car, a case of adult pads and a case of ped pads using the GALA funds. Chief Rasmussen felt that using the GALA funds was a great use of the funds as it served the community. Connors agreed that the AED purchases were a great way to use the funds to help save lives in the community.

h. . Discussion/Action – Approve donations for Shop with a Cop for a total of \$200.00

- Lydia and Chad Halpin/Como Church in the amount of \$200.00

Horne motioned to approve the donation for Shop with a Cop in the amount of \$200.00. Saul seconded. Roll call vote: Connors-Y, Horne-Y, Fairbanks-Y, Saul-Y, Condos-Y. Motion carried 5-0.

Chief Rasmussen asked to accept the donation for Shop with a Cop. The total donations received this year were \$9,620.00 with a total amount spent for the event being \$4,251.50. The remaining funds for Shop with the Cop event are \$5,368.50 and will be used for next year's event.

i. Discussion/Action- Approve Lexipol Policy Updates

- 314 Vehicle Pursuits
- 362 Identity Theft
- 612 Brady Material Disclosure
- 802 Property and Evidence
- 1000 Recruitment and Selection
- 1012 Drug and Alcohol-Free Workplace

Horne motioned to approve the six Lexipol policy changes as presented in the packet- Lexipol Policies 314, 362, 612, 802, 1000 and 1012. Saul seconded. Roll call vote: Connors-Y, Horne-Y, Fairbanks-Y, Saul-Y, Condos-Y. Motion carried 5-0.

j. Discussion - Chief's Report (briefing only – no action will be taken)

Chief Rasmussen stated that a snow emergency was called last week. The Christmas parade was a big success and many agencies helped with the event to keep it safe. Part Time Officer Donald Tyler has been hired and is ready to be trained. The department is getting ready for Winterfest. Condos thanked Chief Rasmussen, Lieutenant Gritzner and Lieutenant Way on behalf of VISIT Lake Geneva with assisting with the city's events. Chief Rasmussen commended Lieutenant Way with all her work helping to plan the events.

k. Discussion - Chief's Top Monthly Incidents – No discussion/action

I. Discussion – Monthly activity reports – No discussion/action

2021 Dispatch activity for December 2021: Telephone calls – 2,266	911 calls - 243	Window assists – 521
2020 Dispatch activity for December 2020: Telephone calls – 2,262	911 calls - 188	Window assists – 463
2021 Patrol activity for December 2021: Calls for Service - 1,608	Arrests – 201	
2020 Patrol activity for December 2020: Calls for Service - 1,421	Arrests – 118	

m. Discussion - Yearly Statistics

2021 Dispatch activity: Telephone calls– 31,479	911 Calls– 3,339	Window assists– 7,396
2020 Dispatch activity: Telephone calls 33,524	911 Calls– 3,184	Window assists– 7,277
2021 Patrol activity: Calls for service- 21,919	Arrests- 2,344	
2020 Patrol activity: Calls for service- 19,651	Arrests- 2,167	

Chief Rasmussen stated that it was the department's busiest year. Saul noted that there was a 10% increase in calls for both the Fire Department and the Police Department.

n. Discussion/Action - Thank You notes - No discussion/action

- Assist with disorderly person – Officer Rodriguez/Officer Muedini
- Makayla/The Rush family - Thank you for Police Workers
- Debra Stoner- - Officer Hansen/Officer Muedini

o. Discussion/Action – Items to be forwarded to City Council

Expenditures, AED/AED pad purchase, Shop with a Cop donation, Chief's monthly top five, Monthly reports, Yearly reports.

10. a. Motion to go into closed session under Wisconsin State Statute 19.85(1)(c), considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility regarding:
- 1) Police Chief Rasmussen Appraisal
 - 2) Fire Chief Peters Appraisal
- b. Motion to go into closed session under Wisconsin State Statute 19.85(1)(c), considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and 19.85(1)(f), considering financial, medical, social or personal histories, or disciplinary data of specific persons, which if discussed in public would likely have a substantial adverse effect upon the reputation of any person referred to: Specifically Police Department Personnel.
- c. Motion to go into closed session per Wisconsin State Statute 19.85(1)(e), Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specific public business, whenever competitive or bargaining reasons require a closed session specifically: Fire Department (1) Town of Geneva Emergency Services Agreement, (2) Town of Linn Staffing Agreement
- Connors motioned to go into closed session. Fairbanks seconded. Roll call vote: Connors-Y, Horne-Y, Fairbanks-Y, Saul-Y, Condos-Y. Motion carried 5-0 at 6:47 p.m.
11. Motion to return to open session per Wisconsin State Statute 19.85(2)
- Connors motioned to return to open session. Horne seconded. Roll call vote: Connors-Y, Horne-Y, Fairbanks-Y, Saul-Y, Condos-Y. Motion carried 5-0 at 7:53 p.m.
12. Discussion and action on closed session items if needed.
- Regarding item 10c, specifically Fire Department emergency services agreement with the Town of Geneva
- Connors motioned to recommend the emergency services agreement with the Town of Geneva subject to approval by the Town of Geneva Board and the City Council of Lake Geneva with an amendment that item 6b include a statement that the annual equipment replacement cost share is a recurring annual calculation. Horne seconded. Roll call vote: Connors-Y, Horne-Y, Fairbanks-Y, Saul-Y, Condos-Y. Motion carried 5-0.

13. Adjourn

Condos motioned to adjourn the meeting. Saul seconded. Motion carried 5-0. Meeting adjourned at 7:55 p.m.

Respectfully submitted,



Cindy Papenfus
Administrative Assistant

c: Police Chief/Fire Chief
Commissioners-file/Commission Liaison
City Administrator/City Clerk
City Comptroller
Council Members - Mayor



Lake Geneva Police Department
626 Geneva St | Lake Geneva, WI 53147 | Phone: (262) 248-4455

Incidents Summary List

Thursday, February 3, 2022
8:28:31 am

**** For official use only ****

Reporting Period: 1/1/2022 - 1/31/2022

	Total
911 Hang Up/Misdial	54
Abandoned Property/Vehicle	2
Accident - Car vs Deer	2
Accident - Hit and Run	4
Accident - Property Damage	19
Alarm - Business	18
Alarm - Fire	11
Alarm - Residential	5
Animal - Other	7
Animal Cruelty/Neglect/Trappin	2
Animal Loose	5
Animal Noise	1
Assist Building Department	2
Assist City Hall	1
Assist EMS	80
Assist Fire	9
Assist Motorist	26
Assist- Others	21
Assist Police Department	26
Assist Utilities Department	3
Assist Walworth Co Dispatch 911	1
Attempt to Locate	22
Bail Jumping	2
Building Check	244
Burglary	1
Call Back	5



Lake Geneva Police Department
626 Geneva St | Lake Geneva, WI 53147 | Phone: (262) 248-4455

Incidents Summary List

Thursday, February 3, 2022
8:28:31 am

**** For official use only ****

	Total
Car in the ditch	5
Child Custody Problems	1
Civil Matter	1
Community Service	17
Criminal Damage To Property	4
DC - Public Urination	3
Debris in Roadway	9
Dept of Public Works/Utility C	2
Disorderly Conduct	25
Drive Off	2
Drugs	4
Escort	2
Escort - Funeral	1
Extra Patrol	116
Failure to Pay	1
Family Trouble/Domestic	5
Fight	3
Fingerprinting	2
Fireworks	1
Five Day	2
Found Property	15
Fraud	5
Harassment	2
Injury on City Property	1
Intoxicated Subject/Subjects	5
Juvenile Trouble	3
Keep the Peace	3
Liquor/Alcohol Violation	1



Lake Geneva Police Department
626 Geneva St | Lake Geneva, WI 53147 | Phone: (262) 248-4455

Thursday, February 3, 2022
8:28:31 am

Incidents Summary List

**** For official use only ****

	Total
Lockout - Vehicle	23
Log Entry	3
Loitering	1
Lost Property	7
Mail Blood/Blood Run	11
Mental- ED/PC	4
Miscellaneous	26
Neighbor Trouble	1
Noise Complaint	4
Open Door/Window	7
OWI	13
Paperwork Delivery	1
Parking Complaint/Violation	109
Parking Permission	11
Receive Information	19
Reckless Driver	7
Repo	4
Ride Along	1
Road Conditions	1
Sexual Offenses	2
Shoplifting/Retail Theft	6
Sick Call In	71
Special Events	1
Suspicious Activity	40
Testing Cad	1
THEFT - ALL	8
Threats	1
Tobacco	1



Lake Geneva Police Department
626 Geneva St | Lake Geneva, WI 53147 | Phone: (262) 248-4455

Incidents Summary List

Thursday, February 3, 2022
8:28:31 am

**** For official use only ****

	Total
Traffic Stop	261
Trespassing Land or Dwelling	2
Truancy	3
Unwanted Subject	1
Vin Check	1
Warrant/Paper Service	5
Warrant/Paper Service Attempt	1
Water Main Break	2
Welfare Check	30
Total	1,504



Lake Geneva Police Department
626 Geneva St.
Lake Geneva WI 53147
Phone: (262) 248-4455

Charges by Statute Report

Printed On: 02/03/22 08:37

Reporting Period: 01/01/2022 - 01/31/2022

This report contains all arrest charges and citations, and all citations types (traffic, arrest, and warnings).

Lake Geneva

	Total
18-321 961.573(1) - Possession of Drug Paraphernalia	3
341.03(1) - Operate Vehicle- Registration Revoked,Suspended	2
341.04(1) - Non-Registration of Auto or Oth Veh < 10,000 lbs	5
341.15(3)(a) - Improper Display/Plates (No P	1
343.05(3)(a) - OPERATE W/O VALID LICENSE (3RD+ W/IN 3YRS)	1
343.05(3)(a) - Operating Without a License - 1st Offense	3
343.05(3)(a) - Operating Without a License-2nd Offense w/in 3 Yrs	2
343.07(1g)(a)1 - Oper M/V by Permittee W/O Instructor-1st Offense	1
343.22(1) - Fail/Notify DMV of Address/Na	1
343.44(1)(a) - Operate Motor Vehicle While Suspended-1st Offense	3
343.44(1)(a) - Operating While Suspended	5
343.44(1)(b) - OAR - Revoked due to Alcohol/Cont Substanc/Refusal	4
343.44(1)(b) - Operate Motor Vehicle While Revoked	2
343.44(1)(b) - OPERATING WHILE REVOKED (REV DUE TO ALC/CONT SUBST/REFUSAL)	3
344.62(1) - Operate Vehicle w/o Insurance	10
344.62(2) - Opr Veh W/O Proof of Insurance	4
346.04(2) - Failure to Obey Traffic Offic	4
346.05(1) - Operating Left of Center Line	1
346.06 - Failure to Yield Right of Way	1
346.13(1) - Unsafe Lane Deviation	5
346.34(1)(b) - Fail to Signal Turn	1
346.37(1)(c)1 - Violate Red Traffic Signal	1
346.53(3) - Parking/Standing Near Fire Hy	1
346.57(3) - Drive Too Fast for Conditions	2
346.57(5) - Exceeding Speed Zones/Posted Limits (11-15 MPH)	1
346.57(5) - Exceeding Speed Zones/Posted Limits (16-19 MPH)	1
346.57(5) - Exceeding Speed Zones/Posted Limits (20-24 MPH)	2
346.57(5) - Exceeding Speed Zones/Posted Limits (25-29 MPH)	1
346.62(2) - Reckless Driving - Endanger Safety - 1st	1
346.63(1)(a) - Operating While Intoxicated - 1st Offense	10
346.63(1)(a) - Operating While Intoxicated - 2nd Offense	3
346.63(1)(a) - Operating While Intoxicated - 3rd Offense	4
346.63(1)(a) - OPERATING WHILE UNDER THE INFLUENCE	3
346.63(1)(a) - OPERATING WHILE UNDER THE INFLUENCE(2ND)	1
346.67(1) - HIT AND RUN	1
346.67(1) - Hit and Run - Attended Vehicle	3
346.89(1) - Inattentive Driving	2
346.935(2) - Possess Open Intoxicants in M	1
347.06(1) - Operation w/o Required Lamps	3
347.07(2)(a) - Operate Vehicle w/ NonWhite H	1



Lake Geneva Police Department
626 Geneva St.
Lake Geneva WI 53147
Phone: (262) 248-4455

Charges by Statute Report

Printed On: 02/03/22 08:37

Reporting Period: 01/01/2022 - 01/31/2022

This report contains all arrest charges and citations, and all citations types (traffic, arrest, and warnings).

	Total
347.09(1)(a) - Operate Motor Vehicle w/o 2 H	1
347.413(1) - Fail Install Ignition Interlock Dev/Tampering-2nd	1
347.413(1) - Failure Install Ignition Interlock Dev/Tampering	3
347.413(1) - IID TAMPERING/FAIL TO INSTALL/VIOULATE COURT ORDER	2
347.413(1) - IID TAMPERING/FAIL TO INSTALL/VIOULATE COURT ORDER (2ND+)	1
46-3 - Blighted Property	2
50-1 943.13(1m)(b) - Trespass - Land or Dwelling	1
50-1 943.50(1m)(a) - Retail Theft - Price Tag Altering - Adult	2
50-1 943.50(1m)(d) - Retail Theft - Concealment of Items - Adult	1
50-1 943.50(1m)(d) - Retail Theft - Concealment of Items - Juvenile	1
50-1 947.01 - Disorderly Conduct	3
50-1 947.01 - Disorderly Conduct - Involved in a Fight	2
50-1 961.41(3g)(e) - Possession of a Controlled Substance	5
50-41(b)(3) - Tobacco - Possess Any Cigarette or Tobacco 1st	3
50-56 - Truancy - Daily	1
50-57 - Truancy - Habitual	1
74-1 346.52(1)(b) - Parking - Parked in a Crosswalk	1
74-1 346.53(4) - Parking - Within 4' of Alley or Driveway	1
74-1 346.53(6) - Parking - Posted No Parking Zone	1
74-1 346.54(1)(a) - Parking - Parked on Wrong Side of Street	2
74-1 346.54(1)(c) - Parking - Outside White Parking Space Lines	2
74-210(a)(1) - Parking - No Parking/Standing/Stopping Zones	2
74-210(d)(1) - Parking - Restricted Night Parking - Residential	29
74-210(d)(2) - Parking - Restricted Night Parking - Business Dist	6
74-210(f) - Parking - Backed into Parking Stall	17
74-210(j) - Parking - Posted Tow Away Zone	1
74-6(d) - Parking - Parked at Yellow Curb/Grass - School	1
74-67 - Parked Contary Posted Notice (Compact Cars Only)	5
943.01(1) - Criminal Damage to Property	1
946.41(1) - Resisting or Obstructing an O	1
946.49(1)(a) - Bail Jumping-Misdemeanor	1
947.01(1) - Disorderly Conduct - Causing a Disturbance	1
961.573(1) - Possess Drug Paraphernalia	1
Total	207



Lake Geneva Police Department
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Lake Geneva WI 53147
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Monthly Activity Overview Report

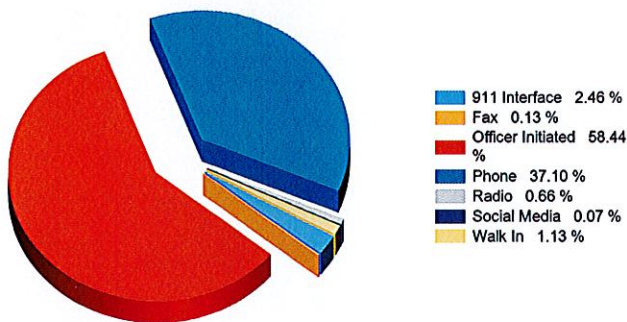
Printed On: 02/03/22 08:29

For Reporting Period: 01/01/2022 - 01/31/2022

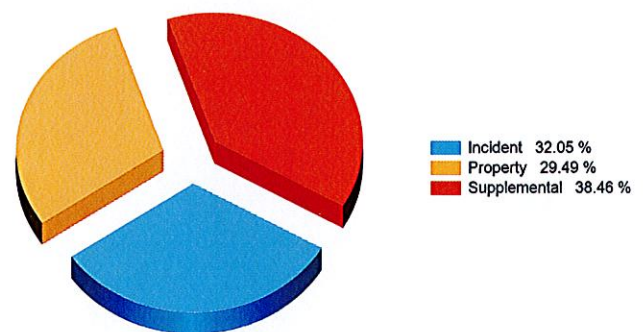
Patrol Area: NULL,DT,NO,OJ,SO

NOTE: This report cannot be run based on individual officer - it is based on unique Incident. This report is for specific overview purposes & counts. For individual Officer activities, please refer to Officer Activity Count reports.

Calls



Reports



Reports are selected based upon Dttm report is written and selected if Dttm falls within date range above-specified.

		Total	0001 0800 Hours	0800 1600 Hours	1601 2400 Hours
Calls	Total	1,504	495	487	522
	911 Interface	37	9	15	13
	Fax	2	0	1	1
	Officer Initiated	879	389	184	306
	Phone	558	89	274	195
	Radio	10	3	2	5
	Social Media	1	0	1	0
	Walk In	17	5	10	2

		Total	0001 0800 Hours	0800 1600 Hours	1601 2400 Hours
Reports	Total	156	52	58	46
	Incident	50	23	10	17
	Property	46	17	17	12
	Supplemental	60	12	31	17



Lake Geneva Police Department
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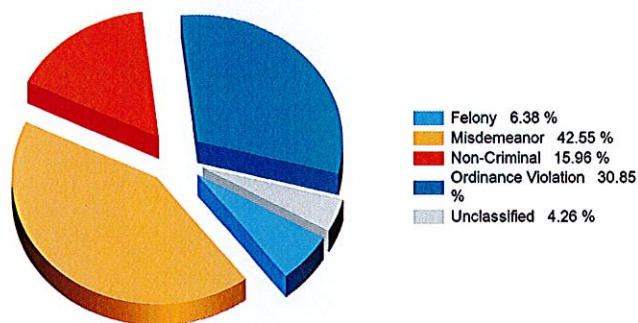
Monthly Activity Overview Report

Printed On: 02/03/22 08:29

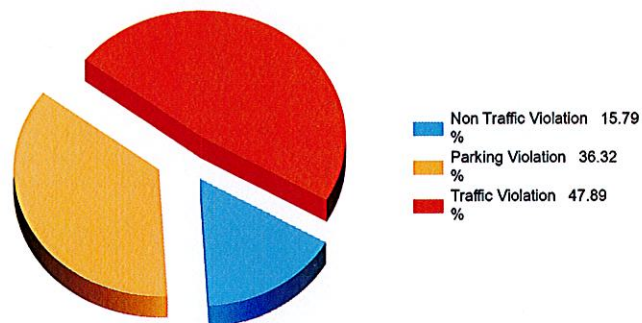
For Reporting Period: 01/01/2022 - 01/31/2022

Patrol Area: NULL,DT,NO,OJ,SO

Arrests



Citations



Arrests are selected based upon the charge type. Therefore if an arrest was made wherein three charges with different types are noted, the arrest will count under Each charge type.

Citations are counted by Citation Type alone.

		Total	0001 0800 Hours	0800 1600 Hours	1601 2400 Hours
Arrests	Total	94	42	27	25
	Felony	6	2	0	4
	Misdemeanor	40	22	7	11
	Non-Criminal	15	7	4	4
	Ordinance Violation	29	10	13	6
	Unclassified	4	1	3	0

		Total	0001 0800 Hours	0800 1600 Hours	1601 2400 Hours
Citations	Total	189	103	33	53
	Non Traffic Violation	29	16	8	5
	Parking Violation	69	39	18	12
	Traffic Violation	91	48	7	36



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Monthly Activity Overview Report

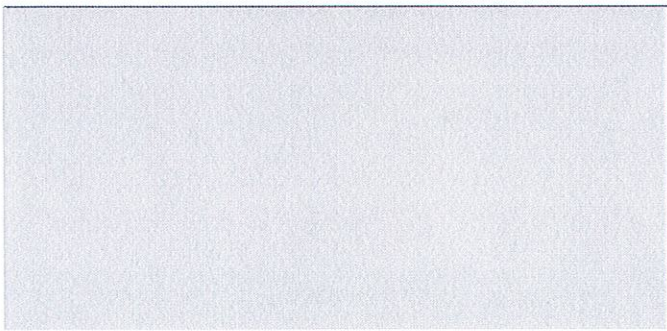
Printed On: 02/03/22 08:29

For Reporting Period: 01/01/2022 - 01/31/2022

Patrol Area: NULL,DT,NO,OJ,SO

Field Interview Stops

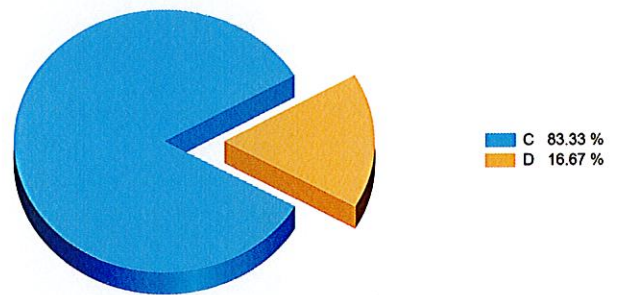
No Data Available



Field Interview Stops are counted by reason for stop.

	Total
Total	0

Crash



Crashes are counted by Crash type alone.

		Total	0001 0800 Hours	0800 1600 Hours	1601 2400 Hours
crash	Total	12	1	6	5
	C	10	1	5	4
	D	2	0	1	1

Lake Geneva Police Department

Dispatch Phone and Window Assists, 2022

January

Year total

Admin phone	2148	2148
911	189	189
Window	242	242

1st shift	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total
Admin phone	25	19	37	35	49	39	38	24	31	35	38	22	43	44	26	18	31	41	38	43	34	31	22	31	25	46	35	29	16	15	30	990
911	2	3	4	1	5	5	5	2	2	3	1	2	2	0	2	0	1	5	5	6	0	5	3	2	3	1	4	0	1	0	2	77
Window	5	7	10	12	14	11	10	7	5	10	12	4	10	5	5	2	15	7	4	5	7	5	4	10	8	4	4	5	5	5	12	0
Parking	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

2nd shift	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total
Admin phone	57	11	41	20	26	25	18	18	20	25	48	37	36	27	29	16	25	28	32	24	38	20	25	21	29	23	22	34	20	20	14	829
911	0	5	6	4	2	3	3	1	2	3	6	5	1	2	1	1	3	2	3	0	4	3	3	2	4	3	3	3	3	2	1	84
Window	2	5	9	1	4	5	6	4	5	8	18	12	5	10	5	3	5	4	5	2	2	5	3	8	12	5	2	8	18	8	10	197
Parking	7	1	0	1	1	0	1	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	0	1	0	0	0

3rd shift	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total
Admin phone	17	7	14	4	5	13	16	20	5	8	6	5	8	18	27	1	16	6	6	6	32	17	14	12	8	9	0	11	8	5	5	329
911	0	0	0	1	0	1	2	4	0	2	0	0	1	1	4	0	1	1	0	1	1	1	1	1	2	1	0	0	0	1	1	28
Window	0	0	0	0	1	3	10	3	1	0	0	0	2	3	2	1	2	1	0	2	4	1	0	1	1	0	1	4	2	0	0	45
Parking	6	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	1	0	0	0	0	0	1	1	0	0	0	0

1st shift TOTAL:

admin phone	990
911	77
Window	0

2nd shift total

Admin phone	829
911	84
Window	197

3rd shift total

Admin phone	329
911	28
Window	45

Chief's Top Five – January 2022

Lake Geneva Police Department

01/03/2022 – 8:41 a.m.: Officers received a complaint of a juvenile that had a court order not to possess weapons that had a handgun in his bedroom. The officers searched the residence in the 200 block of Country Club Dr. and located a handgun, ammunition and a magazine, along with THC and drug paraphernalia. Officers were also advised that the juvenile had made threats to use the weapon. The juvenile was taken into custody and booked into a secure detention center. Charges of possession of a dangerous weapon by a person under 18, violation of an injunction – firearm restriction, possession of THC and disorderly conduct were referred up to Walworth County Juvenile Intake.

01/06/2022 – 7:09 p.m.: Officers were dispatched to a residence in the 200 block of Havenwood Dr. for a loud music complaint. Officers had received three prior complaints of loud noise by the same resident and were informed that she was damaging a community room at that location. The 37 y/o Lake Geneva woman a citation for disorderly conduct and released.

01/07/2022 – 2:48 a.m.: An officer conducted a traffic stop in the area of W. Main St. at Cook St. Officers found that one of the passengers, a 45 y/o Michigan woman, had an extraditable warrant and was also in possession of methamphetamine, marijuana and drug paraphernalia. She was booked into the Walworth County Jail. Charges have been referred up to the Walworth County District Attorney's Office for possession of methamphetamine, possession of THC with intent to deliver, and possession of drug paraphernalia. While searching the vehicle, officers located two handguns, ammunition and additional drug paraphernalia. The driver, a 34 y/o Janesville man, was booked into the Walworth County Jail. Charges have been referred up to the Walworth County District Attorney's Office for two counts carrying a concealed weapon, misdemeanor bail jumping and possession of drug paraphernalia. An investigation into the owner of the second handgun is ongoing.

01/16/2022 – 1:36 p.m.: An officer was dispatched to a residence in the 1100 block of Wells St. for a report of a recovered loose dog that appeared very skinny. The dog was taken into custody by an officer and an owner was located. Due to the dog's poor physical condition, a Wisconsin Certified Humane Officer was contacted to evaluate the welfare of the dog. It was determined that the dog would be seized and assessed by a veterinarian. The veterinarian later informed that on a scale of 1-10, the dog's condition rated at a one and would remain the veterinarian's care to improve her condition. An opinion for a charge of failure to provide sufficient food to an animal was referred up to the Walworth County District Attorney's Office on a 20 y/o Lake Geneva man and a 42 y/o Lake Geneva man.

01/19/2022 – 10:02 a.m.: An officer was dispatched to Walmart, in the 200 block of N. Edwards Blvd., for a report of a male subject that was demanding medications and broke a window. Upon arrival, the officer was advised that the suspect had fled the scene. Staff advised that the suspect, a 44 y/o Williams Bay man, threatened staff and then hit the plexiglass window, causing it to break. The suspect was located at his residence in Williams Bay and issued citations for criminal damage to property and disorderly conduct.



Fire Department Report

Report of Activities for

January, 2022

Proudly Serving Since 1880

Fire Code of the Month

Storage rooms are frequently found in all classes of building types and business operations. A frequently overlooked requirement is storage height. NFPA 1 requires two feet of clearance between the top of the items being stored and the ceiling. Additionally, if the building has a sprinkler system, storage cannot be within 18 inches of a sprinkler head.

Maintaining this clearance limits the fire's ability to communicate across the room via improperly stored combustibles. Further, the clearance provides an adequate area for the sprinklers to discharge water onto the fire.



February Personnel Anniversaries

- Firefighter/EMT Tristan Geaslin – 1 year
- Firefighter/EMT Rylee Olsen – 2 years
- Firefighter/Advanced EMT Jason Fischer – 3 years
- Firefighter/Paramedic Jen Petkoff – 4 years
- Firefighter/EMT Cory Baker – 4 years
- Lt. Rhonda Baumann – 8 years
- Firefighter/EMT Scott Huber – 14 years
- Firefighter Ken Larsen – 14 years

Department & Community Events

- Thank you to our mystery donor for providing a Subway lunch.
- Crews were out training with the new airboat. They reviewed changes from the old boat, safety practices and ice operations.



Personnel Accomplishments

- FF/PM Elizabeth Ferger and FF/EMT Michael Mills have each completed the Fire Apparatus Engineer training and obtained State Certification.
- FF/EMT Candidate Aidan Flannery has obtained his FF1 certification and has begun our internal training process.
- EMT Candidate David Schiltz has completed EMT training and is awaiting state licensure.

All in the Family

- In January FF/PM Emily Neumueller celebrated her marriage to her fiancé Brock. Welcome to the LGFD Family Brock!



- In the early morning hours of December 31st FF/PM Alex Pernice and his wife, Jordyn, celebrated the birth of their first child, Hudson Jerome Pernice. Welcome to the family Hudson!

Notable Calls for Service

- In the morning of January 5th, a General Alarm was sounded to cover the Elkhorn Fire Department for an EMS call in Geneva Township. Upon arrival, the patient was found to be in cardiac arrest. Additional personnel were requested to respond. Resuscitation efforts were started and within a short time, return of circulation was achieved. The patient was transported to a local hospital for further stabilization.
Crew- Captain Moller Gunderson, Captain Detkowski, FF/EMT Olsen and FF/EMT Reeves.
- In the morning of January 31st, the duty crew responded to a patient complaining of chest pains. The patient was found to be experiencing a heart attack. Emergent transport was begun to a cardiac cath center. Enroute, the patient went into cardiac arrest numerous times and was successfully resuscitated each time. The patient arrived at the receiving hospital and was taken to emergency cardiac surgery.
Crew- FF/PM Ferger, FF/PM Neumueller, and FF/AEMT Cox

Days with multiple calls for service:

- 1st (7)
- 3rd (9)
- 4th (7)
- 5th (7)
- 9th (8)
- 11th (7)
- 14th (6)
- 15th (8)
- 19th (6)
- 21st (10)
- 22nd (6)
- 23rd (6)
- 25th (9)

Membership Committee Update

- Current number of applicants – 4
- 1st Interview – 0
- Assessments- 0
- 2nd Interview – 0
- Conditional Offer Pending Background and Medical – 0
- Need Orientation Date – 0
- Orientation Completed – 0
- Current Roster
 - Paid-On-Call
 - Firefighter- 1
 - EMT- 2
 - Paramedic- 1
 - Firefighter/Engineer- 2
 - Firefighters/EMT- 13
 - Firefighter/AEMT- 1
 - Firefighter/Paramedic- 5
 - Paid-On-Premise
 - Firefighters/Engineers- 1
 - Firefighters/EMT- 4
 - Firefighters/AEMT- 1
 - Firefighter/Paramedic- 15

By the Numbers

	2021 Total	Jan 1- Jan 31, 2021	Jan 1- Jan 31, 2022	Jan 2021	Jan 2022
General Alarms	649	38	44	38	44
Shift Alarms	1503	127	129	127	129
<u>Calls For Service</u>	2021 Total	Jan 1- Jan 31, 2021	Jan 1- Jan 31, 2022	Jan 2021	Jan 2022
ACCI - Accident- Personal Injury	40	6	1	6	1
ALMF - Fire Alarm	204	11	14	11	14
AMB – EMS	1381	105	109	105	109
BURN - Burning complaint	4	0	0	0	0
CITATION - Citation issuance	0	0	0	0	0
CO - Carbon Monoxide Detector	23	1	4	1	4
COMM - Community Service	0	0	0	0	0
DIVE - Water/Dive Rescue	1	0	0	0	0
ERROR - Error	14	0	0	0	0
FIRE - Report of Fire	40	1	2	1	2
GAS - Gas Odor or Leak	21	3	2	3	2
GRASS - Grass/Brush Fire	4	0	0	0	0
INT - ALS Intercept	42	3	3	3	3
INV - Fire Investigation	0	0	0	0	0
MABAS - Mabas Call	27	1	1	1	1
MAE - Mutual Aid EMS	282	30	31	30	31
MAF - Mutual Aid Fire	11	0	3	0	3
MAFE - Mutual Aid Fire & EMS	8	0	1	0	1
MUTU - Mutual Aid	0	0	0	0	0

<u>Calls For Service</u>	2021 Total	Jan 1- Jan 31, 2021	Jan 1- Jan 31, 2022	Jan 2021	Jan 2022
OTHER - Other	22	2	2	2	2
OUT - Out of Station/Service	0	0	0	0	0
SPEC - Special Events	0	0	0	0	0
STAN - Standby	26	0	1	0	1
Tech - Technical Rescue Team	0	0	0	0	0
TEMS - Tactical EMS Request/Swat	7	0	0	0	0
TEST - Fire/EMS Test	0	0	0	0	0
TOT - Turned over to other agency	0	0	0	0	0
TRAI - Training	0	0	0	0	0
<u>Total</u>	2178	165	174	165	174
Average Response Time Shift Call (time of call to scene, emergent responses within primary response area and excluding mutual aid & MABAS)	5 minutes 40 seconds				
Average Shift Call Turn Out Time (time of call to first unit enroute, emergent responses within primary response area and excluding mutual aid & MABAS)	1 minute 1 seconds				
Average Response Time General Alarm (time of call to scene, emergent responses within primary response area and excluding mutual aid & MABAS)	6 minutes 34 seconds				
Average General Alarm Turn Out Time (time of call to first unit enroute, emergent responses within primary response area and excluding mutual aid & MABAS)	2 minutes 36 seconds				

Fire Prevention Bureau					
	2021 Total	Jan 1- Jan 31, 2021	Jan 1- Jan 31, 2022	Jan 2021	Jan 2022
Inspections	1555	60	117	60	117
Active Developments/Plan Review					
Fire Alarm					
Custom Service Plastics- 201 Sheridan Springs Rd Horticultural Hall Custom Service Plastics - Wells St Dollar Store Medicoil Geneva Pkwy Surgical Center- Alarm					
Sprinkler					
500 Interchange North (WLKG) 801 Geneva Pkwy, Rack Sprinkler Change Stahli- Sprinkler modification Charter- Geneva Sq Geneva Pkwy Surgical Center					
Expected Permit Applications					
Lake Geneva Animal Hospital- Alarm Conte Apartments- Sprinkler & Alarm Geneva Pkwy Surgical Center- Alarm					
Hood					
Recently Closed/Accepted					
753 Geneva Pkwy Alarm & Sprinkler					

Parting Shot



I want to thank you
personally for undoubtedly
saving my life. You
were called to our home
on December 10th. You
transported me to Ouroc
Lakeland and I was
helicoptered to St. Luke's in
Milwaukee where I was
operated on to remove a
blood clot from my brain.
I am enclosing a check
which I hope you will use
for whatever you wish; food,
soft drinks, OR AN ACCOUNT
you have for whatever you
want or need.

Thanks again!
I'm home now, since Dec.
23rd and undergoing home therapy. Penny Russell

Lake
Geneva
Rescue Squad

Thank you
for all the ways
you make this world
a brighter one.

Thank you for all
that you do. A few
years ago you came out
to a call at our home
on Buck Rd. Thankfully
for us it was a false alarm.

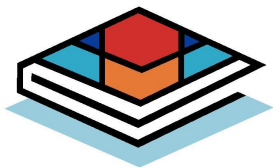
Frank + Teresa Rizzo
Expert Plumbing + Heating Inc
WRSLCC

Team - Lake Geneva Fire Dept.

We are blessed to have such
a great team helping when
we have an emergency.

Thanks to all!


THANK YOU

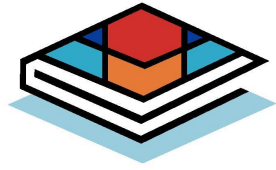


LAKE GENEVA PUBLIC LIBRARY

MINUTES

Lake Geneva Public Library Board Meeting
City Hall, Police Training Room, 626 Geneva St, Lake Geneva WI 53147
Thursday, February 10, 2022 - 5:00 pm

1. Board president Lyon called the meeting to order at 5:00 p.m.
2. Roll call and introduction of guests: Lyon, Gramm, Kundert, Halverson, Kersten, Pennington, Schoolfield, Bartz present. Excused: Dinan. Also present: Kornak
3. Kundert/Pennington motion to approve previous meeting minutes passed unanimously.
4. Renovation update - Kornak noted that the contractors appear to be slightly behind schedule, FEH architects are working out details of furniture and shelving deliveries and move in.
5. Finance, building & grounds report (Kundert)
 - a. Gramm/Lyon motion to approve FBG Committee recommendation to approve January invoices totaling \$56,874.42 passed unanimously. Kundert/Halverson motion to approve 3 year agreement with Northwind Perennial Farm for \$3600/year plus one time \$800 lakeside landscaping in 2022 passed unanimously. Kersten/Pennington motion to approve Selzer-Ornst quote of \$678 for staff door lobby glass replacement passed unanimously. Board requested lobby ceiling painting quotes to redo the ceiling from blue to matching white with ends of lobby; Kornak will bring to March board.
6. President's report (Lyon)
 - a. Reopening planning, strategic planning - the goal will be to have high quality events and raise awareness of the library in the community. Strategic Planning Committee activities and volunteers will be critical.
7. Director's report (Kornak) - Usage continues to be lower than normal but stable. Current projects include move-in scheduling, vendor coordination, construction wrap up, state annual report by end of the month, city wage questionnaire review and submission, donation acknowledgements and recognition planning. Will need as much assistance as possible from the strategic planning committee and volunteers for reopening celebrations. Staff focusing on move in and policies and procedures in new layout. Meeting room policy - revised draft will be presented for board review in March.
8. Committee reports (Halverson, Kersten, Lyon): Personnel, PR, Strategic Planning - Strategic planning is progressing and donors will be asked to participate / contribute.
9. Friends and Foundation reports (Kundert) - Winterfest Friends booksale brought in about \$43, Foundation is meeting in the coming days to review possible library contribution.
10. City report (Halverson) - upcoming election, early voting is open now.
11. Adjournment - Kundert/Kersten motion to adjourn at 5:52 p.m. passed unanimously.



LAKE GENEVA PUBLIC LIBRARY

Lake Geneva Historic Preservation Commission Meeting Minutes

February 8, 2022 7:00 p.m. at Lake Geneva City Hall

President Ken Etten called the meeting to order at 7:00 p.m. at Lake Geneva City Hall

Present: Ken Etten, Patrick Quinn, Louise Rayppy, Chris Brookes, Sonja Akright, Emily Hummel. Grace Hanny and Tim Dunn were absent.

Review and approval of the minutes from January 11, 2022, Historic Preservation Commission Meeting.

Comments from the public and correspondence. None

Reports from the Geneva Area Museum and Maple Park Homeowners. Tuesdays @ Two: March 1st-- Irish Woods. Historian Pamela Meyers shares the rich Irish history of Geneva Lake. A Legacy of Imagination will be opening soon. The attendance at the museum has been great!

Update regarding news on Black Point Estate & Gardens, Horticultural Hall, and Historic Lake Geneva Walking Tours. Black Point will be opening for the season on May 7th. May 8th will be about the Remarkable Women of Lake Geneva to celebrate Mother's Day.

Update on events at The Riviera and at the 1928 Geneva Theater or local news items relating to the Lake Geneva Historic Preservation Commission. The Historic Plaque for The Riviera has been installed on the front of the building. The Theater is going through renovations. One part will be kept as a theater, the other part will be multiple use.

Review of recent bills and invoices, updated current balance in the Lake Geneva Historic Preservation Commission 2022 City Budget. Our current balance is \$8,425.00. The budget approved for 2022 is \$6,500 for regular expenditures and \$2,000 for Historic Plaque purchases.

Discuss on potential ways to honor Jim Davis and Jackie Getzen's contribution to the LGHPC, including planting an oak tree at Oak Hill Cemetery in memory of Jim Davis. We talked about the tree as a good idea. Also talked about donating a book to the library in honor of Jackie or maybe purchasing a paver.

Discussion regarding Historic Preservation Design Review rules for building projects within National & State Historic Districts and current building projects including the New House on the site of the Douglas House at 322 Madison Street, remodeled Houses at 930 & 932 Geneva Street, 1011 Main Street, and porch remodeling work at 534 Madison Street & 1127 Wisconsin Street. No new information.

Update regarding submittal of Certified Local Government renewal application, the creation of a Local Historic Landmark Ordinance based upon presentation by Pat Blackmer & Dan Richardson on the Whitewater Landmarks Commission, discussions with City Attorney Dan Draper, and follow up on Zoom meeting with Jason Tish on December 9. Ken filled out the Certified Local Government renewal application and submitted it electronically online. Discussion regarding the creation of a Local Historic Landmark Ordinance will resume when Grace returns. We were informed that Minneapolis, has a Landmark Ordinance, which we should look into.

Update regarding suggestions from Mayor Charlene Klein regarding Historic Lake Geneva Post Office Building and creation of a brochure promoting the history of The Riviera. Text of the history of the mural at the Post Office that Patrick wrote is on the wall beneath the mural. Sonja put together a rough draft of a brochure for The Riviera.

Discussion regarding placement and installation of a New Historic Sign for Oak Hill Cemetery to commemorate its designation as a National & State Registers of Historic Place. Patrick informed us that the best place for the sign would be below and in front of the Civil War sign. Will talk with Tom Earle in the Spring about this.

Discussion regarding the status of the repair and/or replacement of six existing historic plaques and signs by Jim Sherin at Timberline Signs and which signs should be repaired next. No new information.

Review of recent Historic Plaque Program applications, including, the cost of plaques from Timberline Signs at \$226.83 each (including sales tax), application forms, and ongoing updating the list of past plaque recipients. No new information.

Report on any updates to the I-phone app and Android app of A Historic Lake Geneva Walking Tour, problem with I-phone app and discussions with Jeff Miskie and Josh Sullivan, how to better promote the apps, and ideas for presentations to the Lake Geneva City Council. Sonja informed us that our Walking Tour app is still not on her I-phone yet.

Discussion regarding new projects for the LGHPC, including future "Tales of Lake Geneva" programs, updates to our website www.historyoflakegeneva.org, and discussion on any other potential future LGHPC projects that we might want to consider. "Tales of Lake Geneva" will take place at the museum sometime in the Spring. Thinking about April 5th.

Update regarding the Lake Geneva Historic Railroad Site, including information from the Park Board regarding the future bench in memory of Ed Yaeger. No new information.

Update regarding any new correspondence from Stephanie Klett at Visit Lake Geneva / Lake Geneva Chamber of Commerce and Lake Geneva City Administrator David Nord on how the LGHPC can help promote tourism in Lake Geneva. No new information.

Update on information from Jason Tish at the Wisconsin Historical Society, National Trust for Historic Preservation, the Society of Architectural Historians, and the Wisconsin Association of Historic Preservation Commissions. We reviewed the information.

Meeting adjourned at 7:35 P.M.

Respectfully submitted,

Louise M. Rayppy

**City of Lake Geneva Avian Committee
Meeting Minutes
Thursday, February 10, 2022, 6:00 P.M.
City Council Conference Room 2A**

1. Call to order: 6:07 PM by Carol Zimmermann

2. Roll Call. The following members were present: Carol Zimmermann, Jill Rodriguez, Sarah McConnell, Kelley Happ, Karen Gallo via phone link. Cindy Flower - Alderperson, and Beverly Leonard were not present. There were no members of the public.

3. Approval of Avian Committee meeting minutes from December 2021

Motion to approve minutes by Rodriguez, second by Zimmermann. The motion was passed.

4. Comments from the Public

There were no comments.

5. Bird City Application:

Zimmermann reported that the 2022 Bird City Application was filed before the January 31 deadline. We should hear in a few months.

6. Swift Night Out:

Swift Night Out is scheduled for September 8, 2022. McConnell confirmed this date with both the Geneva Lake Museum and Schlitz Audubon. She is working on food trucks for the evening. It was reported that Bob McCullough has swifts in the Manor, and the Olive Oil shop also has swifts. We should add this information in our PR.

7. January Strategic Planning Update:

We will plan our activities from Zimmermann's outline.

8: Reports from Liaison with Partners:

- It was suggested we give the Park Board our project outline to see if there are areas they want to interface with us. We discussed the possibility of including Rodriguez's Oak project with activities at Four Seasons. Flower will contact the Park Board.
- A new idea surfaced about interfacing with Oakfire for outreach; maybe promote our Purple Martin project with an "early bird" lunch at Oakfire.
- A sub-committee will meet on Friday, Feb. 25 at Rodriguez's home for updates and work on grants.
- We will be partnering with the Geneva Lake Conservancy on their Martin event on Friday, July 1.
- The committee also discussed hosting an Avian "open house" to showcase our Martin babies the week of the Library's Author fest – perhaps Saturday, July 9 from 10 am to noon. Rodriguez will talk with the Library about this possibility and Happ will contact bird book author Sheryl DeVore to see if she would be interested in selling books at Author fest.
- It was also suggested we invite members of the Tree Board to our next meeting – first on the agenda – to see if there are common interests and projects that we could work on together.

9 - 10: Learning to Soar Program and Great Backyard Bird Count:

Zimmermann reported that Learning to Soar classes started last week and that students have begun bird ID. They will participate in the Great Backyard Bird Count Feb. 17-20 and enter their ID's through our account. It was suggested we put the GBBC on our Facebook page – Jill will do. Also we should link to Lakeland Audubon and their event at Kishwaukee.

11: Invoices:

None

12: Review Local Ordinances:

Will address at a later time

13. Next Meeting Date and Time:

Thursday, March 10 from 6 – 8 p.m.

(Committee members had agreed to move our Tuesday night meetings to the second Thursday of each month to accommodate everyone's busy schedules).

14. Future Agenda Items

- Invite Tree Board to meeting
- Learning to Soar update, including StoryBook Trail
- Update on potential grants
- Review Local Ordinances and issues
- Swift Night Out update
- Purple Martin Update including our "Open House" event July 9
- Brief 2022 Calendar/Project review

Adjourn:

Rodriguez moved to adjourn, seconded by McConnell and approved. Meeting was adjourned at 6:55 p.m.

Respectfully submitted

Kelley Happ

2/28/2022

TOURISM COMMISSION MINUTES
Monday, February 14, 2022
COUNCIL CHAMBERS, CITY HALL

Meeting was called to order by Vice Chair Trilla at 4:02 p.m.

Roll Call

Present: Vice Chair Dana Trilla, Alderman Hedlund, Alderman Fesenmaier, Zakia Pirzada

Absent: Chair Brian Waspi, Linda Moritz

Comments from the Public limited to 5 minutes, limited to items on the agenda: None

Approval of Tourism Commission minutes from January 11, 2021

Hedlund moved to approve the January 10, 2022 minutes, second by Pirzada. Unanimously carried.

Update from Stephanie Copsey, Independent Contractor for Tourism Commission, Meet at the Lake Promotional Activity

Copsey was encouraged by this month's data and believes we are reaching the right audience with the marketing campaign. She is very pleased with the number of inquiries as this leads to more bookings. The Average Session Duration is actually an INCREASE of 31% (typo of decrease). The Winter Photo Shoot was cancelled due to scheduling difficulties. Copsey wants to add a question in the application/contract that asks which lodging is being booked for the wedding party and guests. She will begin to track and add this data to her monthly report. It was noted that the addition of the Ballroom Revenue by Year is extremely helpful. A big shout out to Commissioner Pirzada for working with Copsey to include this data.

Update from Tourism Entity – Visit Lake Geneva

Deanna Goodwin reported that record crowds attended this year's Winterfest. More visitors are arriving and touring at the beginning of the event on Wednesday. Having the Riviera open as a warming station along with the availability of the restrooms helped tremendously. The Ice Sculpture Walk saw 37 businesses participate with the help of the grant. The event was covered by The Weather Channel.

Deanna reviewed the plethora of data from the packet including the Media Buys which now have live links to the articles and coverage. She introduced Visit's newest hire, Alexandria Bianti-Martinez, as Marketing Manager.

Goodwin also gave the public dates for 2022 Events:

Lake Geneva Restaurant Week – April 23-May 1

Concerts in the Park – Thursdays, June 30-August 11

Electric Christmas Parade – December 3

Update from Lake Geneva Business Improvement District (BID)

Kristi Tarantino, BID Director, introduced the 2022 line-up of new and recurring events from her report. They are looking at using the existing trees in Flat Iron Park for the Tree Lighting Event rather than cutting down live trees each year. Tarantino is working with staff to submit invoices for the outstanding grants.

Written financial update provided by City Comptroller

Balance Sheet as of January 31, 2022

Total Assets \$1,086,522.70

Outstanding Grant Balance \$726,391.75

Restricted (Uncommitted) Fund Balance \$306,608.95

The 2021 Room Tax chart shows no data for October and November under Room Tax Marketplace. Mayor Klein addressed the commission to explain that she personally contacted Expedia to receive a guarantee of payment for those months.

Walworth County Visitors Bureau Payment Schedule No action.

Tourism Promotional Grant Program and Requests:

Art in the Park (Geneva Lake Arts Association)

Nikka Marcicano, President, explained the event will remain in Flat Iron Park with 80 exhibitors. They are asking expand into and close Wrigley Drive this year. There was concern about a missing budget as required in the application. Motion by Fesenmaier, second by Hedlund, to continue to March with a complete application. Unanimously carried.

Year Round Advertising (Geneva Lake Arts Association)

Marcicano further explained this grant application but concerns were heard from the commissioners regarding the budget and who they were marketing to. Motion by Fesenmaier, second by Pirzada, to continue to March with a complete application. Unanimously carried.

First Annual Shamrock Shuffle (The Streets of Lake Geneva/BID)

Kristi Tarantino gave details about this new event from the BID. Motion by Hedlund, second by Pirzada, to approve the grant for \$3,000 specifically for poster, fliers, and WGN advertising. Unanimously carried.

Fashion Week (The Streets of Lake Geneva/BID)

Tarantino had combined all three events in the application due to some potential overlap in marketing materials. She explained that the Streets of Lake Geneva's website has been completely redone with many more details. Commissioners did not feel the budget had enough clarity and were concerned about the list of lodging. Motion by Trilla, second by Hedlund, to continue to March with a complete application. Unanimously carried.

Wine Walk (The Streets of Lake Geneva/BID)

Tarantino introduced the details of this annual event but explained that the event will now be held over two days instead of one. BID has never requested a grant for this event because it was a one-day event not involving overnight stays.

Motion by Hedlund, second by Pirzada, to continue to March. Unanimously carried.

Future meeting agenda items and next meeting date – continued briefly from Parking Manager regarding electric charging stations; Walworth County Visitor and Convention Bureau contract

Monday, March 14 at 4:00 PM

Motion by Hedlund, second by Pirzada, to adjourn at 5:25 p.m. Carried.

Respectfully submitted,
Alderman Fesenmaier, Secretary

**LAKE GENEVA BUSINESS IMPROVEMENT DISTRICT
BOARD MEETING**

Wednesday, February 2nd -- 9:00 am

Harbor Shores

Minutes

1. Call to order at 9:01 am
2. Roll Call
TR, Speedo, Beth, Janine, Dimitri, Shari, Laura and Alethea
3. Approval of minutes from last meeting
Speedo 1st, TR 2nd
4. Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda except for public hearing items. Comments will be limited to 3 minutes
NONE
5. City News and Mayor Klein Update
Was an exciting Winterfest weekend. Great energy. No Shadow from Groundhog, spring around corner.
6. Appearance of VISIT Lake Geneva
Feb. 15 meeting will be virtual. They have created a seasonal media kit to promote Lake Geneva. Lots of Social Media to help with promotions.
7. Appearance of Event Director, Kristi Tarantino Updates, review December Events, 12 Days of Christmas Theme
1st Quarter permits have been submitted. Lots of fun events set for 2022. Next is the Shamrock Shuffle. A virtual Walk with a party at Topsy Turvy at conclusion. Wine Walk in May.
8. Approval of financials 2021
Table until Feb. 8 at 9 am as there wasn't enough time to review and there were questions by Dimitri
9. New business:
 - a. Forensic Audit and City position
City Council has voted to investigate further. Motion to table. 1st Speedo 2nd TR
 - b. mural update from Alethea and Janine
They are going to the FLR meeting. There is a \$150 fee to be seen by the committee. Motion to pay the \$150 for meeting fee. 1st Beth 2nd TR
 - c. Election of Officers
Continue with current board and positions Dimitri 1st Laura 2nd
 - d. Extend BID boundaries
Talk of where the boundaries would be. Speedo to talk to Dan Drapper- City Attorney about process to expand BID
 - e. Beautification
Motion for budget of \$18,380 Flowers 120 hanging and 64 planters 1st TR
2nd Alethea

10. Pay Bills

- a. (3) 2021 bills to sign
\$795 Santa 1st Dimitri 2nd Beth

11. Other Business

Jim Strauss asked who is responsible for the fencing off the water by the Riviera during Winterfest. Deanna of Visit Lake Geneva will check with City as their permit only covers the land.

12. Set Next Meeting date: March 2nd 9am

13. Adjourn 10:01 am 1st Speedo 2nd TR

Follow up

BID Meeting

Tuesday February 8, 2022

9:00 am

Attend: Speedo, TR, Beth, Janine, Laura, Alethea

Call to Order 9:01 am

\$12,000 discrepancy in financials as we are waiting on grant money.
Santa bill was missing so the grant money wouldn't be paid out

Financials 2022

Budget 2022

Adjourn 9:14 am