

FINANCE, LICENSING & REGULATION COMMITTEE MINUTES
TUESDAY, APRIL 19, 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 April 6, 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 VISIT Lake Geneva for the event of Concerts in the Park to take place on 6/30, 7/7, 7/14, 7/21, 7/28, 8/4, and 8/11 located in Brunk Pavilion in Flat Iron Park – Clerk Kropf

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

Discussion/Recommendation regarding a Tier I Event Permit application filed by the Frank Kresen American Legion Post #24 for the event of Annual Memorial Day Parade to take place on May 30, 2022 located on Broad Street and ending at Brunk Pavilion in Flat Iron Park– Clerk Kropf

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

Discussion/Recommendation regarding a Tier I Event Permit application filed by the American Legion Auxiliary for the event of 4th of July Parade to take place on July 4, 2022, parade to start at Eastview School, on Dodge Street to Center Street to end at 735 Henry Street– Clerk Kropf

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

Discussion/Recommendation regarding a Tier I Event Permit application filed by Lake Geneva Farmers Market to take place every Thursday starting May 5, 2022 through October 27, 2022, from 7:00 a.m. to 2:00 p.m. located at 330 Broad St; applicant is requesting a waiver of parking fees for use of east and west side of Broad Street from the alley north to Wisconsin Street– Clerk Kropf

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

Discussion/Recommendation regarding a Tier I Event Permit application filed by Holy Communion Church for the event of Farmers Market to take place every Thursday starting May 5, 2022 through October 27, 2022, from 8:00 a.m. to 1:00 p.m. located at the Holy Communion Church; applicant is requesting a waiver of parking fees for use of east and west side of Broad Street from the alley south to Geneva Street– Clerk Kropf

Motion by Howell to approve, second by Fesenmaier. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding a Tier I Event Permit application filed by the Lake Geneva Downtown Business Improvement District for the event of Wine Walk to take place on May 22, 2022 from Noon to 5:00 p.m. to be held at various downtown businesses- Clerk Kropf

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

Discussion/Recommendation regarding Temporary Operator License Applications filed by Dianne Cohen, Diane Leedle, Tom Bachmann, Nicholas Butitta and David McConnell for the Wine Walk to take place on May 22, 2022– Clerk Kropf

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

Discussion/Recommendation regarding funding for a traffic signal warrant study on Interchange North at Center Street to be split equally with Walworth County; City portion will be approximately \$3,500.00– DPW Director Earle

Motion by Fesenmaier to approve, second by Halverson. DPW Director Earle stated that the Public Works Committee had approved this but that the Finance Committee would need to identify the funding source. Finance Director Hall stated that Motion to amend by Howell to approve the use of contingency funds in an amount not to exceed \$4,000, second by Halverson. Motion to amend carried 5-0.

Motion as amended carried 5-0.

Discussion/Recommendation regarding bid award for the 2022-2024 Landscape Maintenance Agreement– DPW Director Earle

Motion by Fesenmaier to approve David J Landscaping for the 2022, 2023, & 2024 Landscape Maintenance Agreement, second by Halverson. This would still need to go to the Public Works Committee for a recommendation to the Council. Fesenmaier stated that David J wasn't the lowest bidder, but that may be changing vendors would be good for the City. Motion carried on a roll call vote 3-2 with Yunker and Hedlund voting no.

Discussion/Recommendation regarding Police Chief Employment Contract related to WRS Contribution – Police Chief Rasmussen

Chief Rasmussen addressed the committee regarding his WRS contribution. His contribution would be at 6.5% and that it would be retroactive to January 1, 2022. This would follow the current contract that is being negotiated.

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

Discussion/Recommendation regarding Pay Request #7 filed by Selzer-Ornst for the Library Renovation Project in an amount not to exceed \$55,272.57

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

Discussion regarding March 2022 Treasurer's Report and Budget versus Actual Report

Finance Director Hall gave the committee the March 2022 Treasurer's Report and the Budget versus Actual Report. No action taken.

Presentation of Accounts

Prepaid Bills in the amount of \$510,201.57

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

Regular Bills in the amount of \$210,449.30

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

Motion to go into Closed Session pursuant to Wis. Stat. 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) Assistant Building Inspector/Code Enforcer Wage Grade and Wage Scale

Motion by Hedlund to convene the committee into Closed Session to include the Mayor, Building & Zoning Administrator, Finance Director, City Administrator, and City Clerk, second by Yunker. Motion carried on a roll call vote 5-0. The committee convened into Closed Session at 4:50 p.m.

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

Motion by Hedlund to reconvene the committee into Open Session, second by Halverson. Motion carried on a roll call vote 5-0. The committee reconvened into Open Session at 4:56 p.m.

Motion by Hedlund to increase the Assistant Building Inspector/Code Enforcer wage to the maximum of the grade seven wage scale retroactive to January 1, 2022, second by Yunker. Motion carried on a roll call vote 5-0.

Adjournment

Motion by Yunker to adjourn, second by Hedlund. Motion carried 5-0. The meeting adjourned at 4:57 p.m.