FINANCE, LICENSING & REGULATION COMMITTEE MINUTES
WEDNESDAY, APRIL 7, 2021 – 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, Halverson, Hedlund, Fesenmaier, and Yunker
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 March 16, 2021 Finance, Licensing, and Regulation Committee meeting as prepared and distributed
Motion by Hedlund to approve, second by Yunker. No discussion. Motion carried 5-0.

Licenses & Permits

Discussion/Recommendation regarding a Temporary Class "B"/ "Class B" Retailer's License filed by Semper Running Foundation for the event of Semper Running Half Marathon to take place on July 10, 2021 located at 700 N Bloomfield Rd
Motion by Halverson to approve, second by Yunker. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding a Tier II Event Permit Application filed by Grand Mission for the event of Phlowfest to take place on August 4, 2021 from 6:00 a.m. through 11:00 p.m. located in Flat Iron Park
Halverson expressed concerns with how late the event is slated to occur along with the request of amplified sound. Hedlund noted that a lot of the activities in the event were to occur outside of the City. Howell also cited concerns with the absence of the applicants from the meeting; the committee wished to ask questions about the details of the event. Howell stated that this should be continued until the applicants can be present; Clerk Kropf added that the applicants were made aware of the event permit being on the agenda.

Motion by Howell to continue, second by Fesenamier. Motion carried 5-0.

Discussion/Recommendation regarding a Public Assembly Permit filed by Mount Zion Christian Church for the event Sunday Morning Worship Service and Community Outreach to take place on June 27, 2021 from 7:00 p.m. through 2:00 p.m. located in Flat Iron Park/Brunk Pavilion; Applicant has requested use of electricity for amplified sound
Hedlund stated that this is an annual event and they have not had any complaints about the event. Clerk Kropf stated that this event was before the committee to discuss the request of amplified sound. The committee did not have any issues with the group using amplified sound for the event.

Motion by Hedlund to approve, second by Yunker. Motion carried 5-0.

Discussion/Recommendation regarding a Tier II Event Permit Application filed by Horticultural Hall for the event of Lake Geneva Farmer's Market to take place every Thursday from May 6, 2021 through October 28, 2021 from 7:00 a.m. through 2:00 p.m. located at 330 Broad Street
Motion by Hedlund to approve, second by Halverson. Hedlund stated that this is a great event and that the City is waiving $6,070 in parking fees. Motion carried 5-0.

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 July 1, 8, 15, 22 & 29, 2021 and August 5 & 12, 2021 from 6:00 p.m. to 8:00 p.m. located in Flat Iron Park/Brunk Pavilion
Motion by Hedlund to approve, second by Yunker. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding a Tier I Event Permit Application filed by the Lake Geneva Public Library for the event of Beachside Authorfest to take place on July 8, 9, & 10, 2021 located in Library Park
Motion by Halverson to approve, second by Hedlund. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding an Original "Class A" Intoxicating Liquor license and Class "A" Fermented Malt Beverage license application filed by Wisconsinbly Holdings LLC d/b/a Drink Wisconsinbly, 223 Cook St, John Casanova, Agent
Motion by Hedlund to approve, second by Fesenmaier. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding an Original "Class A" Intoxicating Liquor license and Class "A" Fermented Malt Beverage license application filed by Spirited MB LLC d/b/a Parley Cigars, Spirits & Craft Beer, 830 W Main St, Ste E, Meribeth Shovick, Agent
Motion by Howell to approve, second by Hedlund. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding an Original Class "B" Fermented Malt Beverage license and "Class C" Wine license application filed by Poke Partners LLC d/b/a Wicked Poke Hut, 120/122 Broad St, Madelin Vonasten, Agent
Motion by Hedlund to approve, second by Yunker. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding an Original Massage Establishment License Application filed by Elevate Wellness Center LLC, located at 801 Geneva Parkway North
Motion by Hedlund to approve, second by Yunker. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding MSI General Corp Pay Request #5 for completed on The Riviera Phase II Interior Remodel & MEP Work in an amount not to exceed $1,105,351.60
City Administrator Nord stated that the request had been reviewed and had been approved for payment.

Motion by Yunker to approve, second by Howell. Motion carried 5-0.

Discussion/Recommendation regarding elimination of the city code related to the Cemetery Board and moving any remaining responsibilities to the Public Works Department. (Division 5 Cemetery Board, Sec 2-301 thru Section 2-312)
Motion by Hedlund to approve, second by Howell.

Howell stated that the Cemetery Board has not met in over a year and that currently, the Public Works Department is handling everything for the Cemetery. DPW Director Tom Earle explained that he currently sets the budget for the Cemetery and that he manages the funds. Motion carried 5-0.

Discussion/Recommendation regarding potential construction of additional public bathrooms located near the Library using funds from the American Rescue Plan
Motion by Halverson to allow Library Director Emily Kornak to speak, second by Hedlund. No discussion. Motion carried 5-0.

Kornak addressed the committee regarding her desire to use some of the incoming American Rescue Act funds to construct new bathrooms on the outside of the Library near the entrance. The current restrooms attached to the library are closed seasonal and that the bathrooms inside of the Library are not ADA compliant.
Finance Director Karen Hall stated that this would be a great project, but has concerns if this would qualify under the act. She added that she has been listening to many webinars regarding this incoming money and the advice from the League of Wisconsin Municipalities is to wait until the list of allowable projects/uses is more specific.

Motion by Howell to table, second by Hedlund. Motion carried 5-0.

Discussion/Recommendation regarding the 2021 Water Safety Patrol contract in an amount not to exceed $36,750.00
Hedlund questioned what the amount was on the contract from 2020. City Administrator Nord explained that he wasn't sure, but that he could find out before the next Council meeting.

Motion by Fesenmaier to approve, second by Hedlund. Motion carried 5-0.

Discussion/Recommendation regarding the changing the Harbormaster position to report directly to the City Administrator
Motion by Fesenmaier to approve, second by Hedlund. Fesenmaier noted that the Organizational Chart shows as such and it should remain that way. Motion carried 5-0.

Discussion/Recommendation regarding the creation of the seasonal Lakefront Attendant position
Motion by Hedlund to approve, second by Halverson. DPW Director Tom Earle addressed the committee regarding this position. He noted that this is a house keeping item. He added that this position will be responsible for cleaning up the parks and bathrooms; they would be rotated around more than just the Lakefront. They would work a rotating 20-30-hour schedule and would report to several positions within the DPW. He noted that last year there was one group of people hired to service both the beach and the lakefront. This would change so that beach attendants are only doing work on the beach. Motion carried 5-0.

Discussion/Recommendation regarding the compensation for the City Attorney position
Hedlund explained that the City Attorney has begun to work more hours than in the past and that the salary proration should be increased to reflect that increase; this position is paid at a prorated salary, not hourly. It is currently paid at 60% of a grade 22 and Hedlund would like to see that increased to 70%. That proration would equate to about 28 hours per week.

Motion by Hedlund to approve the wage proration increase to 70% of a grade 22, second by Halverson.

Fesenmaier noted that she would like to see what our communities do for their legal services, as having an elected City Attorney is fairly rare. She noted that this would not be a simple approval/denial of an elected or appointed City Attorney, but rather to determine if the costs are in line with what the City is currently paying.

Motion by Fesenmaier to continue for further research regarding wages for elected and appointed Attorneys, second by Halverson. Motion failed 1-4, with Howell, Halverson, Hedlund, and Yunker voting no on a roll call vote.

Motion by Howell to continue to obtain more information about economic impact and how many hours the Attorney works, second by Fesenmaier. Motion carried 3-2, with Hedlund and Yunker voting no.

Discussion regarding the American Rescue Plan Act funding
City Administrator Nord explained that the City is eligible to receive approximately $800,000 in American Rescue Plan funds. He noted that there has not been a lot of information given on what exactly the money can be used for. Until those specifications are given, the City will hold tight on spending any money but that the Leadership Team will be brainstorming. Nord encouraged the public to send suggestions/recommendations to their Alders or to the City Administrator. Finance Director Hall noted that there are some infrastructure projects that the money can be used for and that the City would have until December 31, 2024 to spend the money. This item will be congoing for discussion. No action taken.

Presentation of Accounts

Prepaid Bills in the amount of $ 181,306.56
Motion by Hedlund to approve, second by Yunker. No discussion. Motion carried 5-0.

Regular Bills in the amount of $ 191,776.90
Motion by Hedlund to approve, second by Yunker. No discussion. Motion carried 5-0.

Adjournment
Motion by Hedlund to adjourn, second by Halverson. Motion carried 5-0. The meeting adjourned at 5:26 p.m.