

FINANCE, LICENSING & REGULATION COMMITTEE MINUTES
TUESDAY, NOVEMBER 2, 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, Yunker, and Fesenmaier

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

None

Approve the minutes of the October 19, 2021 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 a Tier II Event Permit application filed by VISIT Lake Geneva for the Lake Geneva Winterfest and U.S. National Snow Sculpting Championship

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

Discussion/Recommendation concerning 2022 Employee Health Insurance Program

Matt Chadwick, with Cottingham and Butler, addressed the committee regarding the City Health Insurance Plan. He noted that the City's current health insurance provider has offered a renewal with an increase of 12.9% for 2022. He explained that this increase is due primarily to claims. Chadwick further explained the City's difference card would be available for renewal as well. There were several companies contacted for a quote, but that two of the five failed to turn in a proposal and that the others offered plans that would be 20%-30% higher than the current carrier.

Motion by Howell to renew the City Health insurance with WPS to include the Difference Card, second by Yunker.

Motion carried 4-0.

Discussion/Recommendation regarding Employee Health Insurance premium contribution

Chadwick explained that the City currently pays 93% of an employee's premium, with the employee paying the remaining 7%. He added that the increase would be minimal for employee contribution.

Motion by Howell to keep the employee contribution amount at 7%, second by Halverson. Motion carried 4-0.

Discussion/Recommendation regarding selection of "McGrath Human Resources Group" to undertake City's proposed Wage and Compensation Study

Motion by Howell to approve, second by Yunker. No discussion. Motion carried 3-1, with Fesenmaier voting no.

Discussion/Recommendation regarding implementation of four percent (4%) cost of living wage increase for all non-represented City employees effective January 1, 2022

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

Discussion/Recommendation regarding City Employee full-time and part-time wage scales for 2022

Motion by Howell to approve as is with no changes, second by Yunker. No discussion. Motion carried 4-0.

Discussion/Recommendation concerning the proposed Riviera Janitor job description

Alderperson Flower stated that the Personnel Committee had asked to continue this as it needs to have some modifications made to it. She also added that there was discussion about adding the ability to have this position work under the Public Works Department on other tasks.

Motion by Howell to refer back to the Personnel Committee, second by Halverson. Motion carried 3-1, with Yunker voting no.

Discussion/Recommendation regarding updated job description for City Administrator to include ADA Compliance

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

Discussion/Recommendation regarding adopting a Sidewalk Maintenance Program in 2022

Finance Director Hall explained that there is currently \$2,500 in the 2022 budget for this. Flower stated that the Public Works Committee had approved a policy being implemented to improve the conditions of sidewalks throughout the City. It is the intention of the policy that an outside company would be responsible for the work.

Motion by Fesenmaier to refer to staff for proper drafting and bring back to the committee for consideration, second by Halverson. Fesenmaier and Flower stated that the photos along with links to City ordinances remain within the policy.

Motion carried 4-0.

Discussion/Recommendation regarding PROWAG ordinance adoption

Flower stated that PROWAG would address the ADA compliance for the City's right of ways.

Motion by Fesenmaier to approve, second by Halverson. Motion failed 1-3, with Howell, Halverson, and Yunker voting no.

Discussion/Recommendation regarding City Snow Plowing Policy

Motion by Howell to continue, second by Fesenmaier. No discussion. Motion carried 4-0.

Discussion/Recommendation regarding **Ordinance 21-11** an ordinance creating Article IX, Meetings, Section 2-500, Remote Attendance at Meetings, and Section 2-501, Meetings to be Televised of Chapter 2, Administration, of the Lake Geneva Municipal Code; as it relates to remote attendance of Committee, Board, Commission, or Council meetings via telephone or teleconference

Motion by Fesenmaier to approve, second by Howell. Fesenmaier agreed with the ordinance but noted that there should be a section to identify a livestream capability.

Motion to amend by Fesenmaier to add Section 2-502; Meetings to be livestreamed, second by Halverson. Motion to amend carried 3-1, with Yunker voting no.

Original motion as amended carried 3-1, with Yunker voting no.

Discussion/Recommendation regarding **Resolution 21-R71** a resolution authorizing the use of Contingency funds for a NIF Grant Application for Veteran's Park to be prepared by MSA in an amount not to exceed \$8,000

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

Discussion/Recommendation regarding **Resolution 21-R72** a resolution authorizing the use of Contingency funds for a Wage & Benefit Study in an amount not to exceed \$40,000

Motion by Howell to approve, second by Yunker. No discussion. Motion carried 3-1, with Fesenmaier voting no.

Discussion/Recommendation regarding 1st Floor Riviera Concourse Leases rate and rental terms for 2022

Motion by Howell to approve, second by Yunker. City Administrator Nord stated that the new lease would allow for a three-year term for the lessees and that the subsequent rates would be increased on an annual basis. He further stated that he could be given the authority to reduce a lease term from three years, if deemed necessary. Fesenmaier stated a lease reduction should go to the Council in the event of an appeal.

Motion to amend by Howell to include the three-year renewal option in the lease, second by Yunker. Motion carried 4-0.

Motion to amend by Fesenmaier that lease reductions go before the Council for approval, second by Halverson. Motion carried 4-0.

Original motion as amended carried 4-0.

Discussion/Recommendation regarding proposals for the City Wide Access Control System

Motion by Fesenmaier to approve, second by Halverson. The City's IT Consultant, Jeff Miskie, explained that the City's current door software is very out of date and needs to be upgraded for security purposes. Finance Director Hall explained that there is money in the budget for this work. Motion carried 4-0.

Discussion/Recommendation regarding YMCA request to rehabilitate Veteran's Park Ballfields with Tourism Commission grant funds

City Administrator Nord explained that this would be beneficial for the NIF grant application and this would allow the YMCA to move forward with the project. The Council would still need to approve any work orders or contracts associated with this project. Motion by Yunker to approve, second by Fesenmaier. Motion carried 4-0.

Discussion/Recommendation regarding Downtown Business Improvement District request to waive fees for the use of the Riviera Ballroom on December 5, 2021 and December 19, 2021 for Holiday Events

Clerk Kropf noted this item had been rescinded by the BID Director. No action taken.

Presentation of Accounts

Prepaid Bills in the amount of \$188,919.37

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

Regular Bills in the amount of \$142,714.88

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

Adjournment

Motion by Halverson to adjourn, second by Yunker . Motion carried 4-0. The meeting adjourned at 5:36 p.m.