FINANCE, LICENSING & REGULATION COMMITTEE MINUTES
TUESDAY, NOVEMBER 16, 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, 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 November 2, 2021 Finance, Licensing, and Regulation Committee meeting as prepared and distributed
Motion by Fesenmaier to approve, second by Halverson. No discussion. Motion carried 5-0.

Licenses & Permits

Discussion/Recommendation regarding Temporary Operator Licenses for the New Year's Eve Gala located in the Riviera Ballroom to be held on December 31, 2021, filed by: Jean Henderson, John Henderson, Jane Ipsen, Robert Kunkel, Nancy Newbourne, Mary Nissen, Benjamin Thelen, and Martha Thelen
Motion by Yunker to approve, second by Fesenmaier. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding an Alcohol Premises Description filed by Bella Vista Suites located at 335 Wrigley Dr
Motion by Halverson to approve, second by Yunker. Clerk Kropf noted that their alcohol renewal did not include certain areas and this would fix this. Motion carried 5-0.

Discussion/Recommendation regarding an agent change application filed by New World Wine Inc d/b/a New World Wine to Terence Conell
Motion by Hedlund to approve, second by Howell. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding 2021 Crack Sealing and Filling contract award to Fahrner Asphalt Sealers LLC in an amount not to exceed $35,000.00
Motion by Hedlund to approve, second by Yunker. Fesenmaier stated that the road list was not presented to the Public Works Committee and should be.
Motion by Fesenmier to refer to the Public Works Committee for review, second by Halverson. Public Works Director Earle explained that the completion date for the project isn't until May 2022, so it would not hold up the project to have the Public Works Committee to review. Motion carried 4-1, with Yunker voting no.

Discussion/Recommendation regarding Pay Request #1 filed by Selzer-Ornst Construction Company, LLC for the Library Renovation project in an amount not to exceed $41,557.75
Motion by Halverson to approve, second by Hedlund. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding the Church Placard Parking program
Parking Manager Elder addressed the committee regarding the Church Parking placard Program. He noted that the placards were used every Sunday and that the churches found them favorable. Elder added that they were easy to enforce and saw no issues with continuing.

Motion to Hedlund to approve for the 2022 Paid Parking Season, second by Halverson. Motion carried 5-0.

Discussion/Recommendation regarding acceptance of roadway improvements via resolution within Symphony Bay Subdivision Phase 1&2

Naomi Rausch, Kapur Engineering, addressed the committee regarding accepting roadway improvement within Phase I & Phase II of the Symphony Bay Development. She added that there are some repairs that will need to be done and that the bond will cover those costs. Approval of this will give the responsibility for maintenance to the City and would be considered a public road.

Public Works Director Earle agreed with the consideration and recommends the acceptance.

Motion by Hedlund to approve acceptance of roadway improvements via resolution within Symphony Bay Subdivision Phase 1&2, second by Yunker. Motion carried 5-0.

Discussion/Recommendation regarding the City Snow Plowing Policy

Public Works Director Earle stated that the policy was approved at the Public Works Committee and contains the recommended changes. These changes include that hydrants and bike path snow clearing would be the responsibility of the adjacent home owner.

Earle stated that the declaration of the snow emergency would be done by the Emergency Manager, but that there would be a designee if there is an absence. Fesenmaier stated that the Council should affirm the snow emergency after the fact and she would like the Mayor to be the final authority to call a snow emergency. Halverson feels that there are too many people involved with declaring an emergency and would like to see that clarified. Earle added that a snow emergency does not need to be affirmed by the Council, according to the City Attorney.

Motion by Hedlund to approve, second by Yunker.

Fesenmaier inquired about the temporary signage and windrowing within the policy.

Motion to amend by Fesenmaier to add language regarding windrowing from previous snow policy, second by Halverson.

Motion to amend failed 1-4, with Howell, Hedlund, Halverson, and Yunker voting no.

Original motion carried 4-1, with Fesenmaier voting no.

Discussion/Recommendation regarding City of Lake Geneva Facilities Study and Impact Fee RFP

City Administrator stated that this is the draft for the RFP and is seeking approval of the draft.

Motion by Fesenmaier to forward without recommendation, second by Hedlund. Motion carried 5-0.

Discussion/Recommendation regarding Downtown Business Improvement District Forensic Audit proposals

Motion by Howell to refer the proposals to the BID for selection and to determine funding, second by Hedlund.

Fesenmaier stated that this was the mistake of the City Staff and the Council should be responsible for this. Halverson stated that this should be done and that this should be paid for by the BID. Finance Director Hall indicated that the BID doesn't have the funds to pay for this and that as her department is being scrutinized, she felt that she could not give a recommendation. She did add, however, that she was in fact the City staff person to notify all of the issue with the BID's spending and blew the whistle; she does feel that this is simply overspending on the Bid's behalf and nothing nefarious.

Motion by Halverson to refer to the Council without recommendation, no second was offered. Motion failed for a lack of second.

Motion carried 3-2, with Halverson and Fesenmaier voting no.

Discussion regarding October 2021 Treasurer's Report and Budget versus Actual Report

Finance Director Hall presented the October 2021 Treasurer's Report and Budget versus Actual Report. No action taken.

Presentation of Accounts

Prepaid Bills in the amount of $ 48,129.28

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

Regular Bills in the amount of $227,712.34

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

Adjournment

Motion by Heldund to adjourn, second by Fesenmaier. Motion carried 5-0. The meeting adjourned at 5:23 p.m.