

**COMMITTEE OF THE WHOLE  
MONDAY, MAY 2, 2011 - 6:30PM  
CITY HALL BUILDING, COUNCIL CHAMBERS**

Council President Krause called the meeting to order at 6:30pm.

Pledge of Allegiance was led by Alderman Marsala.

Roll Call. Present: Aldermen Hartz, Mott, Marsala, Kehoe, Kupsik, Krohn, O'Neill, and Krause. Also present: City Administrator Jordan, Mayor Connors, and City Clerk Reale.

Marsala/Mott motion for approval of minutes from April 4, 2011 Committee of the Whole Meeting as distributed. Unanimously carried.

**Comments from the public as allowed by Wis. Stats. §19.84(2), except for public hearing items.**

Bill Huntress, 1015 Pleasant Street, addressed the Committee to comment on the proposed skateboard park and plaza project. While he had spoken on the subject at previous meetings, he wanted to clarify that he was not in favor of closing the existing park. Rather, he preferred to see the City address the existing safety issues at the park, clean up the area, and repair and restore the facility to its original condition. He stated that the solution to the problems with the current park should be addressed by those individuals who were originally the proponents of constructing the skateboard park, including better management of the site. He did not see constructing a new park as a solution to those problems. If the City was genuinely concerned about the children and young adults using the park, Mr. Huntress suggested that it was imperative to address the current site safety issues immediately before one of the skateboarders suffered an injury.

**Demonstration of Wireless Roll Call Voting System (Mayor Connors)**

Victor Kluck, Roll Call Pro, addressed the Committee to discuss the electronic keypad-based voting system offered by his firm and the possible benefits of using such a system for Council and committee proceedings. Among the benefits discussed were: the fact that the system would allow for an ongoing visual display of the proceedings during the course of meetings including motions, speaking requests, and votes; the creation of an electronic records of votes and other actions to assist the clerk in documenting proceedings; and the elimination of undue influence in the voting process. Mr. Kluck noted that the Roll Call Pro system offered three versions (basic, advanced, and premium) which reflected increasing levels of features and varied in pricing from \$7,200.00 to \$13,600.00. Where the basic option would cover only voting, the more advanced systems would allow for the incorporation of the meeting agendas, ordinances, and resolutions into the visual display. Following the presentation, Mr. Kluck had the aldermen participate in an interactive demonstration of the different features of the Roll Call Pro systems.

In discussion subsequent to the demonstration, Alderman Hartz asked if the City would have an option to rent the system rather than purchasing it. Mr. Kluck offered to provide a system for the City to use on a one-month trial basis at no cost or obligation, including training for the City Clerk. Alderman Krause asked about the user-friendliness of the system from the standpoint of the City Clerk, noting that the advanced options would require the clerk to input agenda data into the system. Mr. Kluck confirmed that the agenda data would need to be keyed into the system ahead of time if the City chose to use the agenda feature of the advanced systems; however, the amount of work required of the clerk would depend on the level of system installed. He encouraged City officials to talk to clerks of municipalities and

other jurisdictions that use Roll Call Pro, which included Walworth County. Alderman Marsala inquired as to what equipment and services the City would receive for the prices quoted. Mr. Kluck stated that the cost would include software, training, one-year maintenance, ten keypads (including one spare), and a clerk keypad controller.

Following discussion, Council President Krause conducted a straw poll of the Committee on the question of whether the City should continue to investigate electronic voting systems. Aldermen Hartz, Marsala, Kupsik, and Krause signified “yes”. Aldermen Mott, Kehoe, Krohn, and O’Neill signified “no”. Council President Krause suggested that the topic should be placed on a future agenda for the Finance, License and Regulation Committee for further discussion.

#### **Update on City Server Upgrade and Email Accounts (Alderman Krause)**

City Clerk Reale reported that the City had recently completed its upgrade to a new exchange server, which changed the manner in which members of the Council would be able to access their City email accounts. He confirmed that all of the aldermen with City accounts had been able to enter their accounts using the new Outlook web access. One of the benefits of the upgrade was that all electronic correspondence would be automatically backed up on the server, which would make this data easily retrievable in the event of public records requests and the like.

#### **Discussion on Ornamental Light Poles (Mayor Connors)**

Mayor Connors stated that he had noticed during his walks around the Wrigley Bridge area that several of the ornamental light poles were rusting, some substantially. He had discussed this concern with Administrator Jordan and DPW Winkler, who were getting quotes for sandblasting and repainting the poles. Alderman O’Neill asked if the plan was to sandblast the entire poles or simply focus on the problem areas on each pole. Mayor Connors responded that it was preferred to have the entire pole repainted while the opportunity was available, adding that the project would be funded from TIF. Administrator Jordan stated that the City had done some maintenance on the ornamental poles in the past; however, this would be the first time for a complete sandblasting, repainting, and coating. He noted that there were a total of 178 ornamental poles and City officials were getting a count of how many were in serious condition. He suggested that, if the funding was available to work on all of the poles, now would be the time to do it. Mayor Connors added that the project would go through the Public Works and Finance, License and Regulation Committees for review and recommendation before coming before the Council for any action. Alderman Krohn asked if there would be any type of warranty on the refinishing work. Administrator Jordan responded that a warranty would be unlikely; however, he hoped that if the City attended to the fixtures with proper maintenance, the work could last another 15 years. Alderman Kupsik suggested that the project should also include addressing repairs to the access panels on some of the light fixtures.

#### **Finance, License & Regulation Committee, Alderman Krause**

Alderman Krause reported that he had spoken to Comptroller Pollitt, who had indicated that the draft audit report for 2010 was to be presented at the May 9 Council meeting. The intent was to present the final audit report for approval at the May 23 meeting.

#### **Personnel Committee, Alderman Hartz**

Alderman Hartz reported that the committee had completed the performance evaluations for all of the City department heads. He also stated that there were ongoing discussions at the committee level regarding possible changes to the City organizational chart and to ordinances that address the organizational hierarchy. At this point, the committee was awaiting feedback from the City Attorney on some of the recommended modifications.

Alderman Kehoe noted that Administrator Jordan had completed a draft handbook for newly elected and appointed City officials. Alderman Hartz confirmed that this item would be placed on the next Personnel Committee agenda for review and discussion, further inviting all members of the Council to review the draft and provide comments and suggestions to the committee.

#### **Public Works Committee, Alderman Mott**

Alderman Mott reported that several ongoing items of discussion were being continued to the next committee meeting in May. The committee was to make a final selection on the color for the banquet chairs at the Riviera, which had previously been authorized for purchase by the Council. There would be continuing discussion on topics of concern with North Edwards Boulevard, including the speed limit and street lighting. Alderman Mott noted that the committee had heard several complaints regarding the lack of sufficient lighting along the newly-constructed portion of North Edwards. The subject of installing barriers in the median island on Edwards Boulevard near Wal-Mart was also being discussed, as the City had been experiencing problems with motorists crossing over the median. The committee was also investigating the installation of sensors on the interior lighting at City Hall as a possible cost savings measure for the City. Alderman Mott noted that the next meeting was scheduled for May 12, and encouraged any aldermen with input on these topics to contact a member of the committee.

#### **Piers, Harbors, & Lakefront Committee, Alderman Marsala**

Alderman Marsala reported that all slip, buoy, and kayak racks had been rented for the season. He also stated that most of the interior portion of the Riviera remodeling project was now complete, with some concrete work and painting still to be done on the outside of the facility. He added that the committee had been working with the organizers of a "Stand-Up Paddle Board" event to be held at Library Park and the Riviera Beach on July 16. Following discussions with the Police Department and the beach supervisor, the committee had recommended approval of the event. This would be coming forward for Council action at the May 9 meeting. On the subject of the Riviera, Council President Krause suggested that the aldermen take a tour of the facility and Wrigley Bridge immediately prior to the June Committee of the Whole meeting.

#### **Utility Commission, Aldermen Marsala and Hartz**

Alderman Marsala reported that the Commission had approved the purchase of a new pickup truck with removable utility body. There was an ongoing discussion about the possibility of purchasing no-fault insurance coverage for sewerage backups. He also reported that in addressing some issues with an underground storage tank, the Commission had learned that State regulations for underground tanks required three employees to become certified dipstick operators. To get around this requirement, the Commission was investigating the possibility of replacing the underground tank with an aboveground unit, which would not carry the same requirements for dipstick certifications. With respect to the issue of no-fault insurance, Alderman Hartz noted that the Commission had voted to accept the responsibility for receiving and acting on claims for sewerage backups. Administrator Jordan responded that there had been some discussions with the City's insurance provider as to whether or not the City Council could cede that authority to the Utility Commission.

#### **Tree Board, Alderman Mott**

Alderman Mott noted that he was newly appointed as the Council liaison to the Tree Board. The next meeting was to be held on May 18.

### **Police & Fire Commission, Alderman Krause**

Alderman Krause reported that the next meeting was scheduled for May 5 at 7:00pm.

### **Planning Commission, Alderman Hartz**

No report.

### **Board of Park Commissioners, Alderman Kupsik**

Alderman Kupsik reported that the next meeting was scheduled for May 4 at 6:30pm. He anticipated that there would be continuing discussion on the skateboard park plaza renovations and the Flat Iron Park gazebo. In response to concerns raised about the condition of the existing park, Administrator Jordan stated that staff would be contacting some of the park users to see if they could help out with cleaning up the area. Alderman Kupsik noted that some of the repair work for the current park had been delayed in anticipation of the construction of a new facility. Most of the concerns with the condition of the park were due to general wear and tear, in addition to some of the damage resulting from a water main break in Dunn Field. Alderman Krohn discussed the safety concerns with the current park, cautioning that the City could be held liable for any damages that might occur as a result of these problems since the City was aware of them. Alderman Krause stated that, if liability was a concern, the park should be closed until the issues are addressed. He further suggested that it should be left to City administration to review the condition of the park and make a determination as to the most appropriate course of action to take. On a different subject, Mayor Connors noted that the City had held a celebration in observation of Arbor Day on April 30, including the dedication of a tree in Library Park to Elmer Zingle.

### **Library Board, Alderman Krause**

Alderman Krause reported that the Library Board had elected officers at its previous meeting, with Duanne LaFrenz being selected as President. He also stated that Ken Etten had attended the meeting to discuss the preliminary sketches for the future renovation of the library, as prepared by the late James Dresser. Unfortunately, an architectural review of the sketches had provided very little decipherable information that could be used. Alderman Krause also reported that the library was completing its lighting upgrade project through Alliant Energy.

### **Historic Preservation, Alderman Kehoe**

Alderman Kehoe reported that the Commission continued to focus on the upcoming centennial celebration for Horticultural Hall. The members of the Commission had also expressed concern about the new signage at the Geneva Lake Museum, and Alderman Kehoe suggested that it should be raised and possibly lighted to improve visibility of the sign from the roadway. She also noted that Ed Yaeger continued to work on an historical railroad exhibit.

### **Cemetery, Alderman Krohn**

No report.

### **Parking Commission, Alderman Marsala**

Alderman Marsala reported that discussions had taken place between Chairman Fleming and Warren Flitcroft regarding the bollards on Wisconsin Street at Central Denison School. He noted that Mr. Flitcroft had agreed that school district personnel would be responsible for moving the bollards, which had been handled by Mr. Fleming in years past. He also reported that the Commission had reviewed Chapter 5 (Parking) of the City Policy Manual, which was being forwarded to the Council for approval. The Commission continued to discuss parking systems and gather information from demonstrations of systems in other municipalities to compile into an overall plan.

**Communications Committee, Alderman O’Neill**

Alderman O’Neill reported that the April meeting had been cancelled due to a scheduling conflict with the City Council Organizational Meeting. He stated that a rescheduled meeting should be set before the end of the month.

**Ad Hoc Committee on Policy & Procedure, Alderman Marsala**

Alderman Marsala noted that the ad hoc committee had reached its expiration date, with Chapters 3 (Public Works), 6 (Parks), and 7 (Personnel) still remaining to be completed. Chapters 4 (Lakefront) and 5 (Parking) had been through review by Piers, Harbors and Lakefront and Parking Commission respectively, and would be on the Council agenda for action at the May 9 meeting.

**Avian Committee, Alderman Marsala**

Alderman Marsala noted that the second Saturday in May had been designated as International Migratory Bird Day. A small ceremony was planned to highlight Lake Geneva’s achievement of the Bird City USA designation at the new signage on the eastern entrance to the City. He stated that he looked forward to getting the members of the committee together to begin working toward meeting the criteria necessary to retain Bird City status.

**Chamber of Commerce, Alderman Krause**

Alderman Krause reported on the highlights of the April 20 meeting, including: the addition of five new members, ongoing concerns about getting existing members to pay dues in a timely fashion, and a presentation by Grace Eckland on marketing strategies and statistical data. He also noted that Chicago Home and Garden was sponsoring an event at the Riviera on May 14 and 15.

**Lake Geneva Museum, Alderman Mott**

Alderman Mott noted that he was the new Council liaison to the museum. He remarked on the tour that the Council had taken of the museum prior to this evening’s Committee of the Whole meeting, adding that he had found it very informative. Mayor Connors noted that the annual meeting had been held on May 1, with a new president being elected by the members. The new signage had been installed and the TIF projects on the interior and exterior of the museum building were now complete. Mayor Connors stated that the renovated meeting room was available for groups to rent, which would provide an additional source of income for the museum. He further encouraged residents and visitors to take advantage of the opportunity to visit the museum. Alderman Marsala added that individuals should also be encouraged to support the Geneva Lake Museum by becoming members for a reasonable annual fee.

**Lake Geneva Economic Development Corporation, Aldermen Kupsik & Hartz**

Alderman Hartz reported that a dedication ceremony for Fermano Park was scheduled for May 13 at 11:00am, at which time the new signage was to be unveiled.

**Geneva Lake Environmental Agency, Alderman O’Neill**

Alderman O’Neill reported that the next meeting was scheduled for May 12.

Kehoe/Hartz motion to adjourn at 7:48pm. Unanimously carried.

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/s/ Jeremy A. Reale, City Clerk

**THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED  
BY THE COMMITTEE OF THE WHOLE**