

# **FINANCE, LICENSE & REGULATION COMMITTEE**

**MONDAY, SEPTEMBER 23, 2013 - 6:00PM**

**COUNCIL CHAMBERS, CITY HALL**

Chair Hill called the meeting to order at 6:01 p.m.

Roll Call. Present: Aldermen Kupsik, Lyon, Hougen, Mott and Hill. Also Present: City Administrator Jordan, Comptroller Pollitt, DPW Winkler and City Clerk Hawes.

**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.

## **Approval of Minutes**

Hougen/Mott motion to approve Finance, License and Regulation Committee meeting minutes of September 9, 2013, as distributed. Unanimously carried.

## **LICENSES & PERMITS**

**Original Massage Establishment License Application filed by Meridian Condominium Association d/b/a Bella Vista Suites Hotel, 335 Wrigley Dr., Lake Geneva, contingent upon Police Chief and Building Inspector approval**

Kupsik/Lyon motion to recommend approval, contingent upon Police Chief and Building Inspector approval. Unanimously carried.

**Original 2013-2014 Operator (Bartender) License applications filed by Robert A. Pelz and John P. Cardiff**

Kupsik/Lyon motion to recommend approval. Unanimously carried.

**Discussion/Recommendation on directing staff to proceed with the design and bidding of Cook St. and Main St. traffic signals (*recommended by Public Works Committee 9/12/13*)**

DPW Winkler said the City had traffic counts done at the intersection of Cook St. and Main St. The DOT reviewed the traffic counts and determined that traffic signals are warranted. Chair Hill said the project has been discussed at length at the Public Works Committee and was recommended for approval. Alderman Mott questioned spending \$150,000.00 on the traffic signals for a congestion problem that appears to exist for only three months out of the year.

Kupsik/Hill motion to forward to Council without recommendation. Unanimously carried.

**Discussion/Recommendation on installation of crosswalks and flashing pedestrian crossing lights at Townline Rd. and Hudson Tr. (*recommended by Public Works Committee 9/12/13*)**

DPW Winkler said the Public Works Committee recommend approving a request from residents of the Townline Trails subdivision who asked for a crosswalk installed on Townline Rd. Mr. Winkler said it would cost about \$600-\$700 and could be funded from contingency. He said the Street Department had an extra blinking crosswalk sign that could also be installed at that location.

Mott/Lyon motion to recommend approval. Unanimously carried.

**Discussion/Recommendation on award of bid to Miller-Bradford for front-end loader in the net amount of \$124,900.00 including trade-in funded by capital fund and TID #4**

Administrator Jordan summarized the bids and the recommendation from staff to purchase the front-end loader from Miller-Bradford in the amount of \$124,900 after trade-in of the old loader. Mr. Jordan said half of the expenditure could be funded by the capital account and the other half could be funded by TID #4 since the loader would be used within the TID area. Chair Hill asked if the loader was budgeted in the capital plan. Mr. Jordan said it is not in the 2011-2013 capital plan. However, there are extra funds available in the capital account at this time due to good bid prices on other projects.

Hill/Kupsik motion to suspend the rules and allow Street Superintendent Carstensen to address the Committee. Unanimously carried. Mr. Carstensen spoke to the Committee about the condition of the City's current front-end loader and why a new loader was needed. He said the current loader requires about \$35,000 worth of maintenance.

Kupsik/Hill motion to recommend approval. Comptroller Pollitt noted a budget amendment for the purchase would be prepared for next meeting. Unanimously carried.

**Discussion/Recommendation on award of contract to Humphreys Contracting for Riviera Seawall Repair in the amount of \$79,950.00 funded by TID #4**

Chair Hill expressed concern with receiving only one bid for the project. DPW Winkler said he was surprised only one bid was submitted because seven contractors obtained bid documents. He commented that some contractors may have considered it a very difficult project because it involves working at and below the water line. Mr. Winkler expressed confidence in the bid received from Humphreys Contracting and their ability to complete the project in a high-quality manner.

Mott/Hougen motion to recommend approval. Unanimously carried.

**Discussion/Recommendation on award of contract to C&D Landscaping for 2013 Fall Tree Planting in the amount of \$17,599.30 funded by TID #4 and general fund**

Administrator Jordan said the City received three bids and the lowest bid was submitted by C&D Landscaping. He noted \$15,000 was set aside for the project in the Street Department budget and the trees planted within the TIF district would be funded by TID #4.

Kupsik/Lyon motion to recommend approval. Unanimously carried.

**Discussion/Recommendation on engineering agreement with Crispell-Synder for Townline Trails Subdivision Phase II & III**

Administrator Jordan said the subdivision was sold to Basso Builders who is interested in proceeding with phases two and three of the subdivision at this time. He said an engineering agreement is needed for the grading work to be done. The entire cost of the engineering work would be paid by the City and charged back to the developer.

Kupsik/Lyon motion to recommend approval. Unanimously carried.

**Discussion/Recommendation on engineering agreement with Crispell-Snyder for Main Street Waterway Enclosure Rehabilitation project**

DPW Winkler said the construction contract was awarded at the last meeting and an engineering agreement for construction management services is needed at this time. He said the work would be done on an hourly basis and he would stay involved to help keep the total cost down.

Kupsik/Lyon motion to recommend approval, in an amount not to exceed \$22,900.00 funded out of TID #4.

**Presentation of Accounts**

Kupsik/Hougen motion to recommend approval of Prepaid Bills in the amount of \$4,703.50. Unanimously carried.

Kupsik/Mott motion to recommend approval of Regular Bills in the amount of \$189,398.70. Unanimously carried.

**Adjournment**

Kupsik/Hill motion to adjourn at 6:47 p.m. Unanimously carried.

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/s/ Michael D. Hawes, City Clerk

**THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED  
BY THE FINANCE, LICENSE & REGULATION COMMITTEE**