



**COMMITTEE OF THE WHOLE**  
**MONDAY, OCTOBER 1, 2012 – 6:30PM**  
**CITY HALL BUILDING, COUNCIL CHAMBERS**

**AGENDA**

1. Council President Kupsik calls the meeting to order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Minutes from August 6, 2012 Committee of the Whole Meeting as distributed
5. Comments from the public as allowed by Wis. Stats. §19.84(2), except for public hearing items. Comments will be limited to 5 minutes. Be further advised that matters brought up at this time may be referred to the appropriate committee or individual for further discussion and consideration.
6. **STANDING COMMITTEE REPORTS.** The following Aldermen will be given the opportunity to make announcements or reports at the meeting in regards to committee activities they have been involved in since the last meeting on behalf of the City, future activities and citizen contacts. It is not contemplated that these matters will be discussed or acted on but referrals to the appropriate committees and/or individuals will be made.
  - a. Finance, License & Regulation Committee, Alderman Hill
  - b. Personnel Committee, Alderman Kupsik
  - c. Public Works Committee, Alderman Mott
  - d. Piers, Harbors, & Lakefront Committee, Alderman Wall
7. **COMMITTEE, COMMISSION AND BOARD REPORTS.** The following committee representatives will be given the opportunity to make announcements or reports at the meeting in regards to committee activities they have been involved in since the last meeting on behalf of the City, future activities and citizen contacts. These matters will be required to be placed on the agenda to comply with Wis. Stats.
  - a. Utility Commission, Aldermen Hougen & Wall
  - b. Tree Board, Alderman Kupsik
  - c. Police & Fire Commission, Alderman Hill
  - d. Planning Commission, Alderman Hougen

- e. Board of Park Commissioners, Alderman Kupsik
- f. Library Board, Alderman Wall
- g. Historic Preservation, Alderman Kehoe
- h. Cemetery, Alderman Krohn
- i. Parking Commission, Alderman Hill
- j. Communications Committee, Alderman Hill
- k. Avian Committee, Alderman Wall

8. **COUNCIL REPRESENTATIVES SERVING ON OTHER BOARDS AND COMMITTEES.** The following committee representatives will be given the opportunity to make announcements or reports at the meeting in regards to committee activities they have been involved in since the last meeting on behalf of the City, future activities and citizen contacts. These matters will be required to be placed on the agenda to comply with Wis. Stats.

- a. Chamber of Commerce, Alderman Hill
- b. Geneva Lake Museum, Alderman Mott
- c. Lake Geneva Economic Development Corporation, Aldermen Hougen & Kupsik
- d. Geneva Lake Environmental Agency, Alderman Wall

9. Adjourn

*This is a meeting of the Committee of the Whole.  
No official Council action will be taken; however, a quorum of the Council will be present.*

9/26/12 2:10PM

cc: Aldermen, Mayor, Administrator, Attorney, Department Heads, Media

**COMMITTEE OF THE WHOLE  
MONDAY, AUGUST 6, 2012 - 6:30PM  
CITY HALL BUILDING, COUNCIL CHAMBERS**

Council President Kupsik calls the meeting to order at 6:30pm.

Pledge of Allegiance led by Alderman Kupsik.

Roll Call. Present: Aldermen Hougen, Wall, Hill, Kehoe, Kupsik and Tolar. Absent: Aldermen Mott and Krohn, excused. Also present: City Administrator Jordan.

Tolar/Kehoe motion for approval of Minutes from the July 2, 2012 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.**

Beverly Leonard, 1504 Dodge Street, commented on the items discussed at the Piers & Harbors meeting concerning the use of the lake for dogs swimming. It is a minimal use at a quiet time when there is no boat traffic. There have been frequent phone calls to the police which she feels puts unnecessary stress on our police department. She also objects to the posting of a no swimming sign and moving the kayak racks.

Penny Jones, 1321 Dodge Street also objected to the proposed changes and strictly enforcing the ordinance. There is no blockage or obstruction of piers at the west end. Our dog owners are courteous and respectful of others and clean up not only dog waste but other trash. Banning dogs would be catering to the wishes of one or two people who have a reputation of constant complaints. These swimming dogs of Lake Geneva do no harm. She asked that they rewrite or amend the ordinance to allow dogs to swim unleashed between the west end pier and fishing pier.

Jim Gee, N2454 Forest Rest Lane, President of the Lake Geneva Museum Board, gave an update on museum activities in the last six months. It is becoming a destination; they have promotions in Chicago and Milwaukee and already about a third of the coupons have been redeemed. They have added a huge number of exhibits; the Ceylon Court exhibit is about 90% done and there are exhibits on Black Point, the Frank Lloyd Wright Hotel, Yerkes, Lionel Train, Melgas Sailing display and several others. It has been coined as the Little Smithsonian by the Lake.

Mary Ann Moeller-Gunderson, 395 Oakwood Lane, wants this to be a community that continues to welcome dog owners, kayakers, sailors and swimmers.

Tara Trent, 1103 Geneva Street, said she is an active boater and took her dog to swim as therapy in his last days. She has never witnessed a problem except the occasional nasty comment from one particular gentleman. There is a real sense of community between the dog owners, boaters and spectators.

Andrew Newcomb, N2922 Marshall Lane, also takes his arthritic black lab down to swim. The group that comes down is a great group of people. He feels the DNR regulates swimming.

Nancy Lehman, N2846 Hidden Valley Lane, chose this area to live for the very reason they could walk their dogs, have a cup of coffee and socialize. She also encouraged an off-leash rule for dogs in a specific area of the lake.

Terese Kenest, 707 S. Lakeshore Drive, she spends a lot of time at the lake with her dogs. She thinks maybe a few boaters should have a leash because of their behavior. The lake is a public trust and that means it is here for all of us to enjoy.

George Hubner, from Town of Delavan, comes here several times a week for therapy and asked that the lights at Broad and Main be synchronized to facilitate better traffic flow.

Ron Forbis, 1201 W. Main Street, sees the comings and goings at the lakefront and sees no problem down there because there is no other place for dogs to go.

Candy Kirtchburg, 917 Marshall Street, said most of the people she knows here is because of her dogs. Dog owners want to get along with everybody and are peace loving people.

Terry O'Neill, 954 George Street, spoke on the attorney fees for the four aldermen. This is not just about covering the attorney expenses incurred by these four aldermen but a method needs to be set up to protect future aldermen as well as committee members.

Mary Jo Fesenmaier, 415 Haskins Street spoke in favor of saving Hillmoor. She was delighted to read that City Staff is considering Eminent Domain for the property. Using this procedure to acquire for the community's use this green space would ensure transparency and fairness in determining the fair market value as required; the funding is there thorough TIF4. She also addressed the issue of the four aldermen who were suspended and asked that this Council schedule reimbursement at the next meeting to correct this issue that she feels is a black mark on this community.

Richard Malmin, N1991 S. Lakeshore Drive, read a lengthy statement critical of the mayor three years ago for his unprecedented actions and ruthless behavior. He urged the Council to express their sensitivity to the plight of these four aldermen.

Penny Roehrer, 951 S. Lakeshore Drive, commented on her suspension in September of 2009 and clarified that the District Attorney did investigate the open meeting violation and found nothing. She said people have to feel free to serve and hopes this will never happen again; in case it does, there should be a mechanism in place to cover it. She also hopes the kayak racks will not be moved.

Rachel Forbis, 1201 W. Main Street, said the dog activity at the lake brings a lot of joy to most of the community and hopes the Council makes the right decision for the community.

Candace Finnegan, 660 High Street, said she and her husband walk their dogs at the lake early in the mornings and spend their money visiting businesses downtown afterwards. We all pay taxes; we all should be able to benefit from the lake.

**Discussion and recommendation on ordinance for swimming activity of dogs.**

Alderman Hougen said he requested this item to be put on the agenda. He attended the Piers and Harbors meeting and heard some of the concerns expressed at the meeting such as swimmers may be injured by boats, dogs can jostle boaters on the catwalk, jumping dogs leave the catwalk wet which is a slipping hazard, and picnickers camping out on the catwalks. Suggested solutions were to swim at your own risk, use common sense, not allowing aggressive behavior toward other water users, limiting dog swimming hours, painting non-skid paint on the cat walks, waiting for a White River dog park, or directing dog owners to the Big Foot area. The water is a resource for everybody to use. Alderman Tolar feels this should go back to Piers & Harbors. Alderman Wall added that the reason they want to enforce this is that there are two ordinances; one is about dogs on a 5-foot leash and swimmers can only swim on the beach proper. We need to either change the ordinances or enforce them. Alderman Hill opined that, from a legislative perspective, it is not our responsibility to demand what ordinances the Police Department enforces. They are the professionals best able to evaluate security and safety concerns and any possible breaking of ordinances. She thinks the Council should take into account what folks are saying and change the ordinance to allow dogs to swim and possibly do away with the first row of slips and create a dog park. Aldermen Kehoe, Tolar and Kupsik all felt this matter could be worked out, thanked everyone for their comments and recommended sending this back to the Piers, Harbors and Lakefront Committee .

**Discussion and recommendation on heat ordinance for horses.**

Alderman Hougen said this item stems from a complaint about a horse that collapsed on July 8 in front of the post office and related to the heat. He learned from experts that horses should not work when the heat stress

index reaches 180. On July 8, the heat stress index was only 83 and the horse's owner confirmed that this was not a heat issue but that the horse slipped. It was decided not to pursue this ordinance.

**Discussion and recommendation on attorney fees for aldermen.**

Alderman Hougen explained that the Council has received City Attorney Draper's excellent opinion. It appears that the legalities of the matter are proper; based on the record, there was no malfeasance, failure on the part of the city administration or impropriety by the insurer. He called the League of Municipalities Council; it appears that the mayor was within in the law when dismissing the city officials and aldermen are indeed city officials. However, Alderman Hougen felt it was more a matter of public trust which is intrinsic to the nature of public office. Elected officials must not abuse the public trust as by taking a bribe or engaging in a conflict of interest. He thinks we need to address this and pay for the legal expenses incurred by the four dismissed alderman; he was not sure where the money would come from. Aldermen Hill and Kupsik noted that this would require a budget resolution by a super majority. Alderman Kupsik explained that this item had made its rounds quite a few times. There was a settlement; the insurance company agreed on a payment to the four aldermen in question; that was supposed to bring a close to this matter. A lengthy discussion followed on whether this needs to be reconsidered. Alderman Hill, Wall and Kupsik felt this issue needs to be closed and put behind us.

**Standing Committee Reports:**

**Finance, License & Regulation Committee, Alderman Hill**

**Personnel Committee, Alderman Kupsik**

**Public Works Committee, Administrator Jordan and Mayor Connors**

**Piers, Harbors, & Lakefront Committee, Alderman Wall**

There was discussion on eliminating some of the dinghy ramps. The Mayor also commented that Administrator Jordan has started the process to add ten more slips as allowed by the DNR, removing the equivalent number of buoys which would also cut down on the number of dinghy ramps needed.

**Committee, Commission and Board Reports:**

**Utility Commission, Aldermen Hougen and Wall**

**Tree Board, Alderman Kupsik**

No meeting, no report.

**Police & Fire Commission, Alderman Hill**

**Planning Commission, Alderman Hougen**

**Board of Park Commissioners, Alderman Kupsik**

**Library Board, Alderman Wall**

**Historic Preservation, Alderman Kehoe**

**Cemetery, Alderman Krohn**

No meeting, no report.

**Parking Commission, Alderman Hill**

**Communications Committee, Alderman Hill**

No meeting, no report.

**Avian Committee, Alderman Wall**

**Council Representatives Serving on Other Boards and Committees.**

**Chamber of Commerce, Alderman Hill**

**Lake Geneva Museum, Alderman Kupsik reported for Alderman Mott**

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

**Geneva Lake Environmental Agency, Alderman Wall**

No report.

Wall/Hill motion to adjourn at 8:52pm. Unanimously carried.

Transcribed from audio tape.

/s/ Artis Roenspies, Deputy Clerk

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

SECRETARY'S MINUTES

NAME-----Lake Geneva Utility Commission  
MINUTES-----Regular Meeting  
PLACE-----Lake Geneva Utility Commission  
DATE-----September 20, 2012  
TIME-----4:45 P.M.

Regular monthly meeting of the Lake Geneva Utility Commission held at the Lake Geneva Utility Commission, 361 W. Main Street, Lake Geneva, WI.

Regular monthly meeting as called to order by Pres. Brellenthin at 4:45 P.M.

Members present: Brellenthin, Magee, Saia, Mayor Connors, Wall, Hougen and Esarco.

Minutes of August meeting approved on a motion by Saia, 2<sup>nd</sup> by Connors. Approved.

**Communications:**

**Water & Sewer Agenda Items:**

1. Sludge Handling Discussion Continued  
Further discussion on sludge handling. It was recommended to spread sludge four times a year instead of three. Crispell will do further study with the cost not to exceed \$8,000. Motion to accept by Saia, 2<sup>nd</sup> by Hougen. Motion Carried.
2. Reservoir No. 1 Structural Engineer's Report & C-S Engineering Proposal  
Reservoir #1 structural report. Reservoir cap needs to be replaced. Recommended that Crispell-Snyder provide design services. Amount would be \$13,600. Motion by Wall, 2<sup>nd</sup> by Esarco. Motion Carried.
3. Plant "B" Iron Removal Filter Valve Pull Chain Operator  
Plant "B" filter valve chain needs replacing. It is recommended to go with an automated control system. Water Well Solutions came in with a bid of \$22,316 as opposed to Tonka price of \$35,799. Motion to accept by Hougen, 2<sup>nd</sup> by Wall. Motion Carried.
4. Proposal For Spare Pump Assembly Units - Big Lift Foot Station & LaGrange Lift Station  
Proposal for spare pump assemblies for Big Foot and LaGrange Lift Stations. Smith and Loveless will provide both pumps for total price of \$24,353. Motion by Esarco, 2<sup>nd</sup> by Connors. Motion Carried.
5. Beautification Committee Fountain & Landscaping Proposal For Fountain At Sailboat Entryway Plaza  
Beautification Committee proposal for Sailboat Plaza. The Committee would be responsible for all costs for this project. This includes maintenance also. Motion by Esarco, 2<sup>nd</sup> by Wall. Motion Carried.

**Director's Report:**

1. Financials Update

<u>Water</u>		<u>Sewer</u>	
EOM Cash Position	\$1,421,000	EOM Cash Position	\$2,129,000
Project Commitments	\$ 112,000	Project Commitments	\$ 13,000

2. Horticultural Hall Sanitary Sewer Service

It was noted that the Horticultural Hall is not on sanitary sewer. They will connect and the Utility will refund 5-years of sewer charges. Unanimous agreement by the Commission members. Motion by Conners, 2<sup>nd</sup> by Saia. Motion Carried.

**Review and Payment of Bills:**

Bills were presented for payment on a motion by Saia, 2<sup>nd</sup> by Wall. Motion Carried.

Next meeting is scheduled for Thursday, October 18, 2012 at 4:45 P.M.

**Adjourn:**

Meeting was adjourned at 5:45.

CLB 09/21/12

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Secretary

**LAKE GENEVA POLICE AND FIRE COMMISSION  
MEETING AGENDA  
THURSDAY, SEPTEMBER 6, 2012, AT 7:00 P.M.**

This meeting will be held in the City Council Chambers, City Hall, 626 Geneva Street, Lake Geneva, Wisconsin, 53147.

1. Call Meeting to order
2. Pledge of Allegiance
3. Roll Call
4. Comments from the Public reference agenda items only. Comments are limited to a maximum of five minutes
5. Acknowledge correspondence
6. Approval of minutes from the regular meeting August 9, and budget workshop August 30, 2012
7. Fire Department Business:
  - a. Approval of bills for the Month of August 2012. Operating in the amount of \$66,949.79 and Fire Hydrant Rental in the amount of \$57,107.00, for a total of \$124,056.79 (no capital)
  - b. Approve 2013 Budget
  - c. Discussion/Action if needed on EMS Medical Billing Meeting
  - d. Update on Narrow Banding
  - e. Set date and time for the Fire Academy for Police and Fire Commissioners and Council Members
  - f. Ambulance rate changes approved by Council
  - g. Monthly Billing Insurance Tracking Report
  - h. Monthly Activity Report
  - i. Monthly Paratech Report
  - j. Items to be forward to the City Council
8. Police Business
  - a. Approval of bills for the Month of August 2012. Operating in the amount of \$273,429.74 and Capital in the amount of \$2,534.60, for a total of \$275,964.34
  - b. Approve the 2013 Budget
  - c. Accept resignation from Reserve Officer, James Seeberg
  - d. Update on data entry/records clerk hiring

e. Update on Crossing guard hiring

f. Monthly Activity report for July and year to date comparisons:

2012 Dispatch activity for August Telephone Calls – 4452      911 Calls – 255      Window Assists – 1164

2012 Patrol activity for August: Calls for Service: 1,978      Arrests: 199

2011 Patrol activity for August: Calls for Service: 1,934      Arrests: 215

g. Items to be forwarded to the City Council

9. Agenda items for the next regular meeting October 4, 2012

10. Motion to go into closed session per Wisconsin State Statute 19.85(1)(f), Considering medical information of specific persons which if discussed in public would have a substantial adverse effect upon the reputation of person(s) referred to: specifically Police Department employee(s) and 19.85(1)(d), considering strategy for crime detection or prevention: specifically staffing needs

11. Adjourn

A quorum of the City Council may be present to gather information; however, no formal Council action will be taken.



## Board of Park Commissioners

Doug Skates - President

Alderman Al Kupsik  
Rick Steinberg  
John Swanson

Lynn Hassler  
Peggy Schneider  
Mayor Jim Connors

Barb Hartigan  
Dave Quickel

Director of Public Works Daniel S. Winkler, P.E., Secretary  
Street Superintendent Ron Carstensen

City of Lake Geneva 626 Geneva Street Lake Geneva, WI 53147-1914  
[www.cityoflakegeneva.com](http://www.cityoflakegeneva.com) Phone: (262) 248-3673

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### MINUTES OF THE SEPTEMBER 5, 2012

#### Call to Order:

The Board of Park Commissioners meeting was called to order by President Skates at 6:03 PM. DPW Dan Winkler read the roll.

#### Roll Call:

President Doug Skates , Lynn Hassler , Barb Hartigan \_\_\_\_\_,  
Rick Steinberg , Peggy Schneider , Dave Quickel  LATE, John Swanson ,  
Ald. Al Kupsik , Mayor Jim Connors . ( 7 total until Quickel arrived, then 8 total).

#### Staff & Aldermen Present:

DPW Daniel Winkler , Street Superintendent Ron Carstensen \_\_\_\_\_,  
Administrator Dennis Jordan , Police Chief Mike Rasmussen .

#### Public Present:

George Hennerley, Chris Schultz, Mike Ploch, Mike Coolidge.

#### Approve the Minutes of the Prior Meeting:

It was moved by \_\_\_\_\_ Steinberg to approve the minutes of the August 1, 2012 Meeting, seconded by \_\_\_\_\_ Mayor Connors. The motion passed  7-0 .

It was moved by \_\_\_\_\_ Ald. Kupsik to approve the minutes of the Joint Board/Committee Meeting of August 23, 2012, seconded by \_\_\_\_\_ Hassler. The motion passed  7-0 .

#### Public Input:

None.

#### Park Permits/Park Donations

October 6, 2012, Flat Iron Park, 11:00 AM to 9:00 PM, Chamber of Commerce (George Hennerley), no alcoholic beverages, no special needs, to park scooters in the park. The concerns were for the timing with Oktoberfest and location within the park to accommodate 100 to 250 scooters. It was moved by Kupsik to approve the requeste contingent upon parking on the north side of the park and payment of the \$105 park fee. The motion was seconded by Hassler and approved 7-0.

September 29, 2012, Veterans Park, 12:30 PM to 2:30 PM, Jaycees, no special needs, for punt, pass and kick contest. It was moved by President Skates to approve, seconded by Mayor Connors, passed 7-0.

## **Park Assignments/Repair Update:**

Commissioner Hassler noted that the Tot Lot play equipment was tired and in need of painting and/or replacement. Commissioner Swanson commented the park system looked great this summer, Veterans Park needed parking lot timbers, basketball court goal reworking, and a shadow box on the ball fields building for schedules and notices.

## **Park Budget:**

DPW Winkler discussed the differences between the parks general and Veterans Park operating budgets and capital budgets. The Commission was interested in the Capital budget opportunities and the item will be placed on next month's agenda for further discussion. The only apparent funding for projects would come from TIF and the old and new park impact fee accounts. Administrator Jordan was going to confirm balances for the next meeting.

Possible project items include but are not limited to (Commissioners may wish to rank in order of importance for the next meeting):

\_\_\_\_ Tot Lot play equipment, \_\_\_\_ Skate Park benches, \_\_\_\_ Dunn Field restroom/concession building rehabilitation, \_\_\_\_ Fermano Park benches on concrete pads, \_\_\_\_ Flat Iron Park stage, bandshell or portable bandshell, \_\_\_\_ Dog Park, \_\_\_\_ Skate Park security system and warning signage, \_\_\_\_ Veterans Park shadow box or boxes, \_\_\_\_ Veterans Park scoreboards, \_\_\_\_ Veterans Park batting cage or cages, \_\_\_\_ Skate Park drinking fountain, \_\_\_\_ Veterans Park Softball Field #5 lighting.

## **New Business:**

### YMCA Seasonal Update/Progress-Mike/Sherry (Item moved up in agenda by consensus)

Mr. Coolidge provided a 2010 - 2012 update on activities and programs at Veterans Park. He also provided a wish list of items the YMCA would like to see as well as new possible programming (co-ed softball and kickball). Mr. Ploch explained the YMCA is the focal point in the greater community for recreational activity and the challenge is to provide programs at an affordable price to everyone. Mayor Connors asked about the soccer fields and the thinking is to rotate out a field next year.

### Dog Park Project Discussion

President Skates would like everyone to think about continuing the discussion on moving forward with the park including location. Hassler provided a handout from Des Plaines, IL and their efforts regarding their dog park development process.

### Skate Park Security Camera Discussion

Chief Rasmussen was present to discuss security monitoring and any problems there may have been to date at the park. Administrator Jordan said the City is considering 2 security cameras with domes so people cannot tell which way they are facing. Swanson said there were hundreds of kids at the park but that he was concerned about the gatherings in the parking lot, that these people did not appear to be skate park users. Quicquel shared that he heard negative feedback from some of the local non-residents about things happening around the park.

## Old Business:

### Veterans Park Scoreboard Discussion

Administrator Jordan said he is still soliciting sponsorships for scoreboards and there is interest but no committed donors as yet.

### Disposition of the Old Skate Park Discussion

Quickel expressed displeasure at the vandalism to the old equipment. Winkler explained it was more theft of 3 pieces of skatelite from the ramps than vandalism, but that he and President Skates were very displeased about the situation also. Skates said he contacted the users in an effort to get the product back but with no luck. He said he would as Mr. Harris to post it on Facebook. Jordan said Twin Lakes has opted out of the purchase and he is working with Covenant Harbor to get the equipment out ASAP. He reported it will be moving out by September 24<sup>th</sup>. By consensus, the Commission wished to see the old park disassembled and removed at the earliest possible date.

## Adjourn:

It was moved to adjourn the meeting at 8:03 PM on a motion by Hassler and second by Ald. Kupsik. The motion passed 8-0 and the meeting was adjourned.

Next Meeting-October 3,, 2012 at 6:00 PM.

Respectfully Submitted,

*Daniel S. Winkler*

Daniel S. Winkler, P.E.  
Park Commission Secretary  
& Director of Public Works & Utilities  
09/06/12

(If anyone finds any inaccuracies, errors or needs to adjust the minutes please call or email me prior to the next meeting.)

Lake Geneva Public Library Board of Trustees Meetings  
918 West Main Street Lake Geneva, Wisconsin 53147 (262)  
249-5299

**Finance Committee**

Thursday, September 13, 2012 at 7:30 a.m. (Director's Office)  
Present: Kundert, Lafrenz, Wall Also present: Peterson and  
Wollaeger

After reviewing outstanding bills, Kundert approved a  
recommendation to the Library Board to approve \$64,937.19 in  
General Funds and \$132.00 in Donated Funds.

**Board of Trustees Meeting**  
Thursday, September 13, 2012 at 8:00 a.m.

**Call to order**

Lafrenz called the meeting to order at 8:05 a.m.

**Roll call**

Members present: Brookes, Jones, Kersten, Kundert, Lafrenz,  
Wall. Also present: Peterson and Benson

**Adoption/Amendment of agenda**

Lafrenz asked for a motion to adopt the agenda. Brookes made a  
motion to approve the agenda. Kersten seconded. Motion carried  
unanimously.

Lafrenz asked for a motion to amend the agenda to include  
Walworth County Board appointment under President's Report.  
Kundert made a motion to amend the agenda as proposed. Wall  
seconded. Motion carried unanimously.

Lafrenz asked for a motion to approve the amended agenda. Jones  
made a motion to approve agenda as amended. Brookes seconded.  
Motion carried unanimously.

**Disposition of minutes of previous regular meeting and any  
intervening special meeting(s)**

Lafrenz asked for a motion to approve the minutes of the August  
9, 2012. Kundert made a motion to approve the minutes. Kersten  
seconded. Motion carried unanimously.

**President's Report**

Peterson reported staff at Walworth County confirmed that the  
Library Board could appoint a county representative who was  
currently on the Library Board. Lafrenz recommended that Kundert  
be appointed as a representative from Bloomfield.

Kundert reported on the recent success of the Friends Annual Book and receipt of gifts including the Chapin Foundation and a memorial gift which will fund the re-upholstery of built-in seating in the Youth Department.

#### **Building & Grounds**

Kundert reported on the Vorpapel bids offering two different solutions to the problem with the air conditioning leak. Discussion followed. Peterson will follow-up to provide more information including energy savings. Brookes made a motion to table the topic until the October 11, 2012 meeting. Kundert seconded. Motion carried unanimously.

Kundert updated the Board on the lakeside drainage and landscaping project. He reviewed bids. Discussion followed. Kundert made a motion to engage Fine Gardens at a cost of \$6,850 to include drainage and plantings, contingent on funding from other private sources for the landscaping design and installation of plants. Brookes seconded. Motion carried unanimously.

Peterson reported on the progress with the upholstery bids for seating in the Youth Department and the application of the recent memorial gift toward that purpose. Discussion followed. Kundert made a motion to use the memorial gift as stated. Kersten seconded. Motion carried unanimously.

#### **Finance**

Kundert reviewed monthly expenditures and made a motion to approve \$64,937.19 in General Funds and \$132.00 in Donated Funds. Brookes seconded. Motion carried unanimously.

Kundert presented the 2013 operating budget and detailed anticipated expenditures and revenues. Discussion followed. Kundert made a motion to approve the budget for submission to City Hall with a \$2,000 increase in #5250 for Building Repairs and a \$2,000 decrease in Building Maintenance and Services. Kersten seconded. Motion carried unanimously.

#### **Personnel**

Peterson reported that library shelver, Carol Smith, resigned after 2 ½ years of service. The recruitment for this position is in progress.

#### **Director's Report**

Peterson reported on August service statistics which included increased check-outs for 53 of the past 56 months, significant increases in wireless internet sessions, web site visits and Summer Reading Program participation.

Peterson reported on the continuing discussion of consolidating Lakeshores Library System and Mid-Wisconsin Federated Library System. No further action will take place at this time.

Peterson reported on the Library supporting the school supply drive through the Walworth County Department of Health & Human Services as a drop-off site. She also reported on the loan of a temporary collection from the Wisconsin School for the Deaf and promotion of National Deaf Awareness Month.

Benson reported on recent well-attended adult and youth programs and upcoming events.

**Adjournment**

Kundert made a motion to adjourn at 10:06 a.m. Brookes seconded. Motion carried unanimously.

Respectfully submitted,

Diane Jones, Secretary

Next meeting: Thursday, October 11, 2012

LAKE GENEVA HISTORIC PRESERVATION COMMISSION  
MEETING AGENDA  
SEPTEMBER 13, 2012 – 6:30 P.M.  
@ MARY TANNER'S RESIDENCE  
915 W. MAIN STREET, LAKE GENEVA, WI 53147

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1. Meeting Called to Order
2. Roll Call
3. Approval of minutes of *Historic Preservation Commission* Meeting of August 9, 2012.
4. Comments from the public and correspondence.
5. Reports from the *Geneva Lake Area Museum* and the *Maple Park Homeowners' Association*.
6. Discussion re: proposed 2013 *Historic Preservation Commission* budget.
7. Update re: discussions with the *Lake Geneva Cemetery Commission* on restoration work at *Pioneer Cemetery* and proposal to nominate *Oak Hill Cemetery* as a National Historic Site.
8. Discussion re: landscaping at the *Historic Railroad Depot* sign, the *Chicago & Northwestern* sign north of *Simple Café*, and the potential *Freight House* sign for the continuation of the "*Railroad Heritage Trail*" through the City of Lake Geneva.
9. Update on *Architectural Review* of proposed window changes at 703 *Main Street (Walker Block)* within the 700 Block *Main Street Historic District*.
10. Discussion re: recommendation from the *Public Works Committee* on *Pleasant Street* neighborhood "*Columbian Expo District*" signage.
11. Update re: the *Geneva Theater Building / Community Cultural Arts Center*, including discussions with the *Lake Geneva City Council*, report on the September 4, 2012, meeting of *The Friends of The Geneva Theater* and efforts to promote the Theater project, and updates on [www.friendsofgenevatheater.org](http://www.friendsofgenevatheater.org) website.
12. Review of *Plaque Program*, recent applications, materials from the *Wisconsin Historical Society* on the *Sixth Annual Local History & Historic Preservation Conference* in *Madison* on September 28 & 29, 2012, and information from the *National Trust for Historic Preservation* and the *Wisconsin Association of Historic Preservation Commissions*.
13. Discussion re: potential projects and promotional ideas for the *LGHPC*, including preparation of a *Historic Lake Geneva Walking Tour* brochure, future "*Tales of Lake Geneva*" educational presentations, and updates on our website [www.historiclakegeneva.org](http://www.historiclakegeneva.org).
14. Adjournment

**OAK HILL CEMETERY  
HAS SCHEDULED A  
BUSINESS AND BUDGET  
MEETING  
ON WEDNESDAY  
SEPTEMBER 12TH, 2012  
1:00 pm**

**AT**

**THE CEMETERY OFFICE  
1101 CEMETERY OFFICE  
LAKE GENEVA, WI**

**ALL ARE WELCOME TO ATTEND.**

**(Given to City Hall on 9/10/12)**



## PARKING COMMISSION

**TUESDAY, SEPTEMBER 18, 2012 – 6:00PM**

**CITY HALL, CONFERENCE ROOM 2A**

### AGENDA

1. Meeting called to order by Chairman Smith
2. Roll Call
3. Approval of Minutes from August 21, 2012 meeting as distributed
4. Comments from the public limited to 5 minutes
5. Parking Study Request for Proposal.
6. Parking System Update
7. Update on tracking 2-hour resident parking
8. Residential parking proposal by Mark Smith
9. Shuttle Bus Update
10. Metered Parking in Front of the Theater on Broad St and a Handicapped Space Next to the Alley
11. 25 Minute and Motorcycle Parking Space Marking
12. Moving the center line on westbound Main Street at the intersection on Wrigley/Cook to the south to create a regular left turn lane, and a straight ahead lane for through traffic
13. Date and Agenda items for next meeting.
14. Adjourn

*This is a meeting of the Parking Commission.  
No official Council action will be taken; however, a quorum of the Council may be present.*

9/14/12 9:30AM  
cc: Aldermen, Mayor, Administrator



**COMMUNICATIONS COMMITTEE**  
**WEDNESDAY AUGUST 29, 2012 – 5:30PM**  
**CITY HALL, CONFERENCE ROOM 2A**

**AGENDA**

1. Meeting called to order by Chairman Hill
2. Roll Call
3. Approval of Minutes from March 21, 2012 meeting as distributed
4. Comments from the public limited to 5 minutes
5. Discussion/review of Communications Committee charter mission, budget and personnel
6. Discussion of media outlet cooperation
7. Discussion/recommendation on City Hall wireless internet
8. Discussion/recommendation on streaming Council meetings online
9. Discussion/recommendation on City e-mail systems
10. Set next meeting date
11. Adjourn

*This is a meeting of the Communications Committee.  
No official Council action will be taken; however, a quorum of the Council may be present.*

8/28/12 9:00AM  
cc: Aldermen, Mayor, Administrator, Media

**AVIAN COMMITTEE  
TUESDAY, AUGUST 28, 2012 AT 6:00 P.M.  
CITY HALL, CONFERENCE ROOM 2A**

The meeting was called to order by Chairman Wall at 6:00 p.m.

Roll Call. Present: Maureen Winkler, Mackenzie Bestold, Donald Forbes and Alderman Wall. Others in attendance: Administrator Jordan and four guests.

**Comments from the public limited to 5 minutes.**

Mary Jo Fesenmaier thinks this committee is awesome. She explained that we were one of the first twelve to receive the Bird City designation in the state two years ago.

**Discussion on time, date and planning of International Migratory Bird Day (IMBD) and Discussion on Chimney Swifts**

Administrator Jordan said he had contacted the museum and discussed whether a Saturday night or weeknight would be better for having a program and being able to still see the Chimney Swifts. After discussion, the committee decided on Thursday, September 20 at the museum at 6:00pm, with a short program on migratory patterns and other information about the Swifts. As sunset approaches, everyone can go outside, sit on chairs they have brought, and watch for the birds to gather.

The committee moved downstairs to view a film on Chimney Swifts.

The committee reconvened and continued discussion of how many swifts there are in this country, specifications and costs of building towers to accommodate the swifts, the Badger High School wood shop's interest in making towers, volunteers, location of the towers and details of the September 20 meeting.

**Discussion on future agenda and meeting date**

Chairman Wall asked what they might like to have on future agendas. Suggestions included more talk about the towers including funding and locations. He also asked where they want to go with this committee. The committee felt there should be a reassessment on our Bird City status: IMBD is a big step, but there may be more they can do, especially to reach the "high flyer" level. They discussed ways to disperse more information to the public. The next meeting was set for October 11 at 6:00pm.

**Adjournment**

Winkler/Bestold motion to adjourn. Unanimously carried.

Transcribed from audio tape.

/s/ Artis Roenspies, Deputy City Clerk

**THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED  
BY THE AVIAN COMMITTEE**

## Geneva Lake Museum Board Meeting

September 19, 2012

**President Jim Gee** called the monthly board meeting to order at 5:30pm. Directors in attendance were Vice President Dale Buelter, Treasurer Mary Olson, Secretary Vern Magee, Dick Bain, Marianne Bondfacic, Barbara Buelter, Chuck Ebeling, Dee Fiske, Pat Gee, Vernon Haan, Dana Hagenah, Betty Less, Joanne Niessner, Donald Rutkowski, and Mary Tanner. Board member Donna Brongiel was absent. Also joining us this evening was Advisory Board member Tom Greewald. Director Karen Jo Walsh, curator Helen Brandt and administrative assistant Penny Somonetto were present along with GLM members Marsha Engquist and Louise Rutkowski and council liaison Bill Mott.

A motion by Barb and second by Marianne to approve the **August minutes; all approved.** **Mary Olson** gave the **treasure's report**, we have 44,453.51 in the bank with 8,164.29 in restricted funds. **Helen** gave the **curators report** with this August being the best month ever with 973 guests and the year total being 5,047. We have recently been visited by the Park District of Peoria, the Walworth County Arts Council, a baby shower will be held in Mill Street Centre Saturday and we will be having the Badger Class of 1962 hold their 50<sup>th</sup> class reunion soon.

**Director Karen Jo Walsh** handed out a folder to every board member that has information we all need including our mission statement, our Strategic Plan 2012 – 2015, our Vision Statement – adopted 2011 through 2014, our Board of Directors and Committee Members Disclosure Statement, a list of all officers and board members and contact information, a list of all committees and members of each committee, Geneva Lake Museum Code of Ethics, Bylaws of the Geneva Lake History Buffs, Inc. and some rack cards for each of us to give to people of a business that may bring in additional guests. She also handed out a graph showing the importance of different components of the wigwam including staging platform, research, manikins, animals, muralist, clothing, plants and trees, artifacts pullouts, marketing and the largest portion which is donations. This will give board members an idea of the importance of each of these things by a percentage assigned to each item. Donations accounts for 90% which shows how important they are. In her lengthy written report, which will be sent to city hall for city officials to read, she touched on StEPS as 3 standards have been completed so far, and when all are finished, we hope to be an accredited museum. The Tuesdays at Two are growing in popularity and a benefit to all members. The Ceylon Court workshop brought in about 40 people to hear Bob McCormick explain the history of the unique building and a little about the 3 families that lived there. Our Community Betterment award, recently given at the annual Chamber event, is hanging in our entrance. Vern Magee was asked to present the award to President Jim Gee on September 12 held in the Pavilion at Grand Geneva. A new program is being put in place called Antiques Road “Share “ where a volunteer will visit a homes for the elderly and bring artifacts to them to stimulate conversation with the residents. A **flashlight tour** is coming up October 13 from 5 to 6 pm for children accompanied by an adult. A costume parade for children will be held October 28 from noon to 1 pm where they will be given treats to take home. For all of the statistics from our surveys, see the complete directors report.

### **Committee reports:**

**Nominating committee** consisting of Jim, Dale, and Chuck presented Lynn Grayson for consideration to replace Clarence Read, who resigned because of family obligations. Board members were sent her qualifications and bio electronically. Dee moved to accept the nomination, Vern Magee second, approved.

**Fund Raising** chair Marianne reported on the Baker House luncheon to be held October 16. They

have finally made contact with Bethany Sousa who has the menu set and actors to entertain guests. A raffle will be held with a basket containing a t-shirt, our Annals of Lake Geneva book from our gift shop, plus a framed and matted vintage photo showing the lakefront. **Dana** reported on the **Elgin Club** house tour scheduled for next September 25 with 7 homes being toured on the first floor only from 1 to 4 and we hope to lease the Walworth boat leaving from Williams Bay. It was suggested we might want to dress in the late 1800's style of clothing. Marianne told board members we should decide soon if we want to have another event next year like our History Loves Company. It was agreed to discuss next month. Penny reported Groupon has brought in 706 dollars to date with no expense to the GLM. Chuck briefly touched on the possibility of placing an ad in the Tribune but feels like it is too expensive at this time. He also asked about an advertising budget and was told by the treasures that we do have one, but it is not shown on our monthly report.

**Dale** reported the anchor is on exhibit outside with a brick base for it to sit on. He will bury a rod attached to the anchor to make it secure so it can not be moved and tampered with. Karen and Dale briefly touched on the wigwam exhibit and said the main focus will be done at the October 3 planning meeting. The Crane windows have not been shipped yet but they will be coming soon and going to right to the stain glass repairman and will be ready for opening in the spring. Dale recently put up an outdoor sign on Main Street as you come down the hill into town and another will be installed soon. The storage room has been worked on to make room for future plans. The new ice boat has been placed but the smaller boat needs to be put together and photographed for acquiring grant money. Chuck reported that he heard Mr Otzen was upset that his ice boat was removed and another put in its place. Discussion followed with Dale reporting he had tried to contact him numerous times and his calls were never returned. It was decided that Jim would draft a letter to Mr Otzen with an apology and in the future we will try to be more diligent in reaching owners of artifacts when we decide to change an exhibit. Vern Haan suggested the board support the planning committee and Dale for the work that has been done. To keep the museum fresh and alive, exhibits must be changed every so often and we will continue to do so. Dale mentioned quite a few exhibits came in over the May event and it must be determined which are short term exhibits and those that are long term. This can be discussed more in detail in a planning meeting. Dale mentioned that Gail Gygax stopped by the planning committee and told a little about her plans for the city and the museum. She said she will return with firmer plans for a exhibit for her late husband, Gary Gygax, founder of Dungeons and Dragons.

**Jim** reported that he sent photos of Darrel Burnett's N scale train display offer. The discussion is if it is appropriate for our museum and it was decided to ask the opinion of BG O'Reilly for his opinion on this acquisition.

**Membership**—we have 235 members and only 12 overdue and 60 inactive. But, have our very first commercial member and that is Talmar Bank. We hope this starts a new trend with business people. Penny made up a certificate to give to business members so they can frame if they would want. Our membership is up over 30%, for which we are thrilled.

**Museum Store**—is doing well; we will be acquiring a cash register for store sales and we will have bar codes to control inventory and sales. Money from restricted funds will be used to pay for it.

### **Old Business**

**Jim** reminded the board that we have to decide museum hours for the beginning of the year. After some discussion, a motion was made by Dee, second by Don to be open Saturdays during January and February. With no further debate, motion carried.

Jim explained we should give any information that should be put on our website to Karen who will relay it to Jesse Wirth who is volunteering to do this for us. This way he will just be dealing with one person which makes it easier for him.

The people from the alarm system have not come yet to change the key pads. The one at the front desk will be switched with the one at the north door. The front desk pad gets so much use that some of the numbers stick whereas the north door gets much less use.

Panic bars will be installed on the kitchen and the door to Mill Street. Work is still be done to make that happen.

### **New Business**

The city will hold **Swifts Night Out** tomorrow night September 20 in Mill St Centre. We have been told the birds are not cooperating because they have flown south for the winter but the event will still be held with a speaker to talk about the birds and refreshments will be served.

The president adjourned the meeting at 7 pm.

Next meeting to be held October 10 at 5:30 pm in Mill St Centre.

Vern Magee  
Secretary

cc Mayor Jim Connors  
Mike Hawes, city clerk  
Bill Mott

## "He who does not hope to win has already lost"

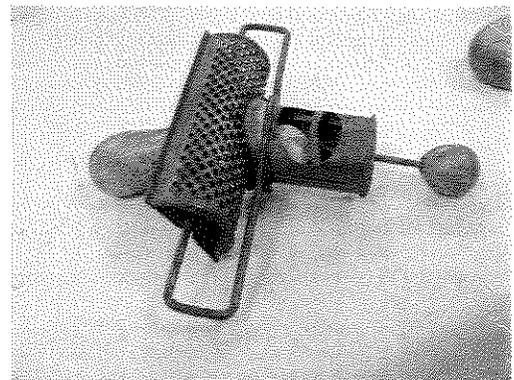
1. Status on StEPS accreditation for small museums:
  - ☆ First standard: Mission, Vision and Governance is completed and form has been sent in
  - ☆ Second standard: Audience is pending
  - ☆ Third standard: Interpretation is completed and form has been sent in
  - ☆ Fourth standard: Collections is a work in progress.

Reminder: we are never finished with any standard as we will need to review these materials to continue striving for the higher standard goals!

2. Pass out red manual folders for governing body. Discuss code of ethics, mission statement and how each board member needs to read these materials.
3. Education committee is working on the following projects:
  - A. Archival and Preservation: Judy and Pat Cramer
  - B. Library Organization: Linda West and Dana Haganah
  - C. School Outreach: Peg Williams and Dana Anderson
  - D. Newsletter: Marsha Engquist and Vern Magee
  - E. Interpretation Books: Karen Nuccio and \_\_\_\_\_
  - F. Research: Tim Atherton, Bob McCormick, Dan Joyce, Karen Walsh, Paula Porubcan

Reminder: All research for all of our exhibits needs to have both Primary and Secondary sources and we need to keep all documentation.

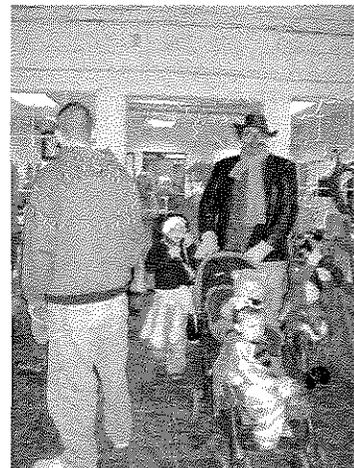
4. Our betterment award from the Chamber is hanging on the wall - Great Job!
5. Volunteer Appreciation Dinner is scheduled for Thursday, October 18<sup>th</sup> from 5 to 6:30 in the Mill Street Centre. We will need all board members to wear their name tags and thank our guests. Please sign up to bring some sweets.
6. Collections have increased: to name a few...
  - A. Vern and Joyce Haan: blue and white pottery
  - B. Depression glass
  - C. Rose Bae: bed for widow's room and other furniture
  - D. Grandfathers clock for parlor
7. Working with John Halverson: Lake Geneva Regional News on featuring different artifacts to be highlight weekly. Sort of a "guess what this is!?!?"
8. "Wigwam" letter went out to request for donations (approximately 30). We hope we will have some positive feedback!
9. Like to thank Betty Less for helping us keep the exhibits accurate. She made a lovely new dress for the little girl in the school house!



10. Starting a **NEW** Outreach Program "Antiques Road Share" that will go to senior centers to share history with them. Barb Buelter, Joanne Neissner, Dee Bark-Fiske will help us and Allen Maywald will be doing the FIRST ONE!



11. Tuesdays @ 2: our history sessions are growing in popularity. We are working on new programming for the winter and spring session of 2013. Ceylon Court workshop was 40..Forty..yahoo!
12. New rental brochure has gone to the printer and should now be on the GLM website: it is to inform our audiences what we have to offer them, see sample attached to this report. Should be ready for distribution by beginning of October. Request to all committees to send our office their written report of their meetings as we need to keep documentation in writing for StEPS.
13. We are now on our 2<sup>nd</sup> set of rack cards which has Preserving our History on the card, which is to help our Mission Statement which is required by StEPS. A few new ones are in your red folders. Please help us spread the word by placing them in the community.
14. A small research committee field trip was taken to the Kenosha History Museum to gather facts about their Native American Exhibit, log cabins and to build our contacts.
15. Tours: many including Royal Joy Williams Questers: Helen gave her terrific slide show presentation which was recorded as part of our oral history documentation. If you like to talk to people, let us know! You may be able to help us record other oral history stories!
16. October will be busy with the community offering 2 free events: Saturday, October 13<sup>th</sup> is our Flashlight Tour and Sunday, October 29<sup>th</sup> is our Halloween Parade. Both sessions will appreciate board support. Please see Karen Jo for details.
17. Back at August board meeting you discussed stones/bricks to make money. Here is a pamphlet of how another museum did their "written in stone" fundraiser.
18. The 3 R's of Management is a resource for all museum governing bodies. We discussed this at the planning committee: The 3 R's are: **Relevance** **Resources** **Relationships** We will continue to share updated articles with the board on a monthly basis. To stay in control of the museums future, we need to know how to manage these 3 R's. Thanks for your support and leadership!



Karen Jo Walsh, Director

## GENEVA LAKE ENVIRONMENTAL AGENCY

### Director's Report

August – September 2012

- We attempted to do the last benthic sampling for the intern's zebra mussel study on 8/16 but the weather drove us off the lake. We were able to complete it on 8/20 with no problems. I would again like to thank Gordy's for the free use of their boats for all our summer lake sampling.
- Brian, our summer intern, is back at school. It was a pleasure to work with Brian and I feel he learned a lot from us. His work ethic was exemplary and the quality of work was first class. He was able to bank 87 unused hrs from this summer that he will use in the invert lab at UW-SP working on his project. I expect his final report on his zebra mussel project sometime in November around Thanksgiving.
- The atmospheric monitoring station was audited for systems and performance for both the National Trends Network and the Mercury Deposition Network. Other than some infringement of vegetation into sampling and set back areas, all was well.
- Beach sampling for the 2012 season was completed on September 4. We started doing conductivity readings at the time of sampling. Next year we will also include turbidity sampling at the same time. Other than a few bad samples at the LG beach, bacteria counts were acceptable at the beaches during the summer. On two occasions the LG beach samples averaged over the 235 advisory criteria. Samples were collected the next day and delivered to the lab in Genoa City. The second sampling came back good on both occasions. Other than the travel, using the Genoa City lab worked out OK from our perspective. Results will be handed out at the meeting.
- Along with the Walworth County aquatic invasive species specialist we completed a spiny water flea sampling. No results reported yet.
- After two months, we now have internet and phone in our office. The phone number is the same, 262-245-4532.
- We have slowly been updating the web page with new information and some new pictures.
- The summer edition of Geneva Waters was prepared and sent out in August.
- Next week we will be sampling the Lake Geneva STP's seepage cell groundwater monitoring wells.
- We received a \$2,000 grant from the Lake Geneva Garden Club for the purchase of equipment. We had requested \$1,000 to purchase a turbidity meter. They misunderstood us to want to purchase two meters so they gave us the \$2,000. In follow up discussions they let us keep the extra \$1,000 to cover the increase in our lake sampling costs as established under the USGS Joint Funding Agreement.
- T. Leith of our board did some checking on the fuel barge. Other than some minor changes in how they refuel I believe that they have all the right permits and equipment.
- The Geneva Lake Level Corp. is in negotiations with the WDNR regarding the release of water from Geneva Lake during dry times, such as this summer. There is some concern over how much water to release, the impact on lake level and where the released water is measured to assure the minimal low flow in the White River as required by the WDNR. At present, lake level is about 6 inches below the spillway crest. The historic average for this time of the year is about two inches below spillway crest.
- The Linn Sanitary District has put together a summary of its wastewater facilities study and their wastewater management goals. Copies will be available at the meeting.
- After about a month of attempting to identify, along with contacting other lake professionals and plankton specialists, we finally identified the numerous small white objects floating on the lake surface throughout most of August. They were the male flowers of an aquatic plant call Vallisneria or eel grass. More on this at the meeting.
- I am working on putting together an Earth Day event. More on this at the meeting.
- 5185 boats (down 1% from 2011) were counted in the 2012 boat count. More on this at the meeting.

Twp.