

FINANCE, LICENSE & REGULATION COMMITTEE

MONDAY, NOVEMBER 12, 2012 - 6:00PM

COUNCIL CHAMBERS, CITY HALL

Chairperson Hill called the meeting to order at 6:02 p.m.

Roll Call. Present: Aldermen Kupsik, Krohn, Tolar, Hougen and Hill. Also Present: City Administrator Jordan and City Clerk Hawes.

Approval of Minutes

Tolar/Hougen motion to approve Finance, License and Regulation Committee Budget Workshop meeting minutes of October 1, 2012, Budget Workshop meeting minutes of October 2, 2012, Budget Workshop meeting minutes of October 4, 2012 and Regular meeting minutes of October 22, 2012, as distributed. Unanimously carried.

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.

LICENSES & PERMITS

Park Permit Application filed by Jeanne Dyer on behalf of the Geneva Lake Art Association for the 33rd Annual Art in the Park using Flat Iron Park on August 9-11, 2013

Hougen/Tolar motion to recommend approval. Unanimously carried.

Street Use Permit Application filed by Patricia A. Schroeder on behalf of Competitor Group Inc. for Lady Speedstick Womens Half Marathon and 5k using Pilgrim Church Rd., Willow Rd. and Lake Shore Drive on May 11, 2013 from 6 a.m. to 11 a.m., subject to paying Police personnel fees prior to issuance of the permit

Chairperson Hill noted the application did not include the required certificate of insurance or the petition signed by adjacent property owners.

Hougen/Kupsik motion to recommend approval contingent upon submittal of the certificate of liability insurance, petition signed by adjacent property owners and personnel fees. The Committee discussed the insurance and petition requirements described in the Municipal Code. Unanimously carried.

Original 2012-2013 Operator License applications filed by Cassandra B. Hart, Jacquelyn K. Corpus, Eugene F. LeSage, William R. Anderson, Andrew R. Carlson, James J. Nelson and William E. Strangeway

Kupsik/Krohn motion to recommend approval. Unanimously carried.

Discussion/Recommendation on maintenance and improvement projects in the amount of \$106,297.50 funded by General Fund Reserves

Chairperson Hill explained there were certain projects brought up during the course of the budget workshops that the Committee felt should be addressed and funded in 2012. She said Administrator Jordan was directed to work with department heads to put together a list of projects and costs. The projects and costs were listed on a memorandum submitted by Mr. Jordan to the Committee.

Alderman Kupsik said he thought the cost of replacing the fire hose was about \$5,000.00 but it is listed at \$11,201.00. Administrator Jordan said the City usually sets aside \$5,000.00 for hose replacement; however, the Fire Department unexpectedly needs to replace \$11,201.00 worth of hose at this time. Alderman Krohn said the Fire Department had the opportunity to purchase the Phoenix system a couple years ago but de-prioritized it. Administrator Jordan explained there was initially some hesitancy about purchasing the system. Now that the Police Department has successfully used the system, the Police and Fire Commission has recommended it be implemented for the Fire Department at this time.

Alderman Hougen said these purchases should be done as part of the capital budget process in January. Administrator Jordan noted that when the City did its last capital borrowing the budget was cut substantially which is why these items were not part of the capital budget.

Alderman Kupsik asked about the forensic drying cabinet. Kupsik/Hougen motion to suspend the rules and allow Police Chief Rasmussen to address Committee. Police Chief Rasmussen explained the purpose of the cabinet. He said he is comfortable with the one-year warranty that comes with the cabinet as they don't typically require much maintenance. Mr. Rasmussen noted the current forensic drying unit is 14 years old and in need of replacement.

Kupsik/Hougen motion to recommend approval of the maintenance and improvements projects in the amount of \$106,297.50 funded by capital fund reserves and to add the projects to the Capital Improvement Plan list. Unanimously carried.

RESOLUTIONS

Resolution 12-R71, amending the 2012 General Fund Budget and the 2012 Capital Projects Budget for 2012 additional capital projects in the amount of \$106,298

Kupsik/Hougen motion to recommend approval. Unanimously carried.

Resolution 12-R72, authorizing non-recurring wage stipends for non-union employees as listed for the 2012 budget year

Chairperson Hill said the Personnel Committee reviewed potential compensation adjustments for 2012. After a series of discussions, the Committee recommended offering a one-time stipend on base salaries for the personnel listed on Resolution 12-R72. Alderman Hougen asked if the Personnel Committee extended the stipend to public safety and library employees. Chairperson Hill said the Personnel Committee recommended that the Police and Fire Commission approve a stipend for employees under its purview. The Police and Fire Commission approved the stipend at its meeting on November 8. She noted the Police and Fire Commission will request additional funding from the City only if there is a budget shortfall in 2012.

Hougen/Kupsik motion to recommend approval. Unanimously carried.

Discussion/Recommendation on CD and CDARS reinvestment

Chairperson Hill said Comptroller Pollitt has reviewed quotes from banks and has recommended renewal of the CD in the amount of \$312,000.00 with Community Bank of Delavan for 12-month term at a rate of 0.4%. Ms. Pollitt also recommended renewal of the CDARS in the amount of \$600,000.00 with Community Bank of Delavan for a 12-month term at a rate of 0.3%.

Kupsik/Tolar motion to recommend approval. Unanimously carried.

Presentation of Accounts

Tolar/Krohn motion to recommend approval of Prepaid Bills in the amount of \$2,487.52. Unanimously carried.

Kupsik/Hougen motion to recommend approval of Regular Bills in the amount of \$666,415.00. Unanimously carried.

Adjournment

Kupsik/Krohn motion to adjourn at 6:38 p.m. Unanimously carried.

/s/ Michael D. Hawes, City Clerk

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