



REGULAR CITY COUNCIL MEETING
MONDAY, FEBRUARY 24, 2014 – 7:00 PM
COUNCIL CHAMBERS, CITY HALL

MINUTES

- 1. Mayor Connors calls the meeting to order at 7:00pm.**
- 2. Pledge of Allegiance – Alderman Hougen**
- 3. Roll Call**
Present: Hougen, Wall, Mott, Hill, Kehoe, Kupsik, Taggart
Not Present: Lyon (excused)
Also Present: Attorney Draper, Administrator Jordan, Clerk Neubeck
- 4. Awards, Presentations, and Proclamations**
None
- 5. Re-consider business from previous meeting**
None
- 6. 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
- 7. Acknowledgement of Correspondence**
None
- 8. Approve Regular City Council Meeting minutes of February 10, 2014, as prepared and distributed**
Motion #1: Alderman Wall moved to approve Regular City Council Meeting minutes of February 10, 2014, as prepared and distributed, Alderman Hougen seconded, and the motion passed unanimously.
- 9. CONSENT AGENDA.** Any item listed on the consent agenda may be removed at the request of any member of the Council. The request requires no second, is not discussed, and is not voted upon.
 - A.** Original 2013-2014 Operator (Bartender) License applications filed by Dezaray J. Sharp, Kathlyn L. Thoms and Robert J. McGowan
 - B.** Original Massage License Application filed by Loosen Up LTD, 201 N. Broad Street, Lake Geneva
 - C.** Park Permit Application submitted by Ryan Stelzer on behalf of Lake Geneva Jaycees to use Flat Iron, Library and Seminary Parks for Venetian Festival on August 11-18, 2014 (*recommended by Board of Park Commissioners 2/5/14*)

- D. Street Use Permit Application submitted by Ryan Stelzer on behalf of Lake Geneva Jaycees to use Wrigley Dr. from Center St. to Broad St. and parking stalls on west side of Center St. from Wrigley Dr. to 150 Center St. for Venetian Festival on August 12-18, 2014
- E. Temporary Class “B” License application submitted by Ryan Stelzer on behalf of Lake Geneva Jaycees for the sale of fermented malt beverages at Flat Iron Park parking lot, 100 block of Center St., Lake Geneva, for Venetian Festival on August 12-18, 2014.
- F. Park Permit Application filed by Andy Kerwin on behalf of Alzheimer’s Association of Southeastern Wisconsin for the 8th Annual Walk to End Alzheimer’s using Library Park on September 20, 2014 from 7 a.m. to 1 p.m. (*recommended by Board of Park Commissioners 2/5/14*)

Alderman Mott asked to remove Item 9D, and Alderman Hill asked to remove Item 9F.

Motion #2: Alderman Kupsik moved to approve the consent agenda minus Items 9D and 9F, Alderman Taggart seconded, and the motion passed unanimously.

10. Items removed from the Consent Agenda

9D: Motion #3: Alderman Hill moved to approve the Street Use Permit Application submitted by Ryan Stelzer on behalf of Lake Geneva Jaycees to use Wrigley Drive from Center St. to Broad Street and parking stalls on west side of Center Street from Wrigley Drive to 150 Center Street for Venetian Festival on August 12-18, 2014, and Alderman Wall seconded.

Alderman Mott asked for consistency on which non-profits’ fees are waived

Mayor Connors explained the Board of Park Commissioners is working on a policy establishing guidelines.

Alderman Taggart said the Jaycees do so much for the City they earn their fees being waived.

Alderman Hill said the money not being collected could be used for the City’s operating budget and a policy should be in place to direct when fees are being waived.

Alderman Wall ran through a list of donations given by the Jaycees to the City and their impact on the community. He suggested the City Council focus on that over a small amount of fees being collected.

Alderman Kupsik said the Board of Park Commissioners is very consistent on which organizations and events have fees waived.

Motion #3 passed 5-2 with Aldermen Mott and Kehoe voting no.

9F: Motion#4: Alderman Hill moved to approve the Park Permit Application filed by Andy Kerwin on behalf of Alzheimer’s Association of Southeastern Wisconsin for the 8th Annual Walk to End Alzheimer’s, using Library Park on September 20, 2014 from 7 a.m. to 1 p.m. minus the \$50.00 park reservation fee, Alderman Hougen seconded, and the motion passed unanimously.

11. Plan Commission Recommendations – Alderman Hougen

A. Resolution 14-R02, authorizing the issuance of a Conditional Use Permit to Immanuel Lutheran Church, 700 Bloomfield Road, Lake Geneva, WI 53147, for the installation of an electronic message center on a freestanding monument sign located at Immanuel Lutheran Church, 700 Bloomfield Road, Tax Key No. ZA4330 00001

Motion # 5: Alderman Hougen moved to approve Resolution 14-R02, authorizing the issuance of a Conditional Use Permit to Immanuel Lutheran Church, 700 Bloomfield Road, Lake Geneva, WI 53147, for the installation of an electronic message center on a freestanding monument sign located at Immanuel Lutheran Church, 700 Bloomfield Road, Tax Key No. ZA4330 00001, and Alderman Hill seconded.

Alderman Hougen noted the Church would be willing to alter the hours the sign is on should there be an issue with the neighbors.

The motion passed 6-1 with Alderman Wall abstaining.

B. Resolution 14-R03, authorizing the issuance of a Conditional Use Permit to Kocourek Property Holdings LLC, 880 S. Lake Shore Drive, Lake Geneva, WI 53147, for a Group Development in the Central Business zoning district at 269 Broad Street, Tax Key No. ZOP 00262

Motion #6: Alderman Hougen moved to approve Resolution 14-R03, authorizing the issuance of a Conditional Use Permit to Kocourek Property Holdings LLC, 880 S. Lake Shore Drive, Lake Geneva, WI 53147, for a Group Development in the Central Business zoning district at 269 Broad Street, Tax Key No. ZOP 00262, and Alderman Wall seconded.

Motion #7: Alderman Hougen moved to approve an amendment that includes staff recommendations as well as the applicant putting a hall in the center going east to west, Alderman Wall seconded, and the motion passed 6-1 with Alderman Hill abstaining.

Motion #6 passed 6-1 with Alderman Hill abstaining.

12. Finance, License and Regulation Committee Recommendations – Alderman Hill

A. Resolution 14-R04, approving a wage schedule for full-time, non-union Police Department employees

Motion #8: Alderman Hill moved to approve Resolution 14-R04, approving a wage schedule for full-time, non-union Police Department employees, and Alderman Mott seconded.

Alderman Hill explained this includes 2% increase and eliminating extra pay types, with all of them rolled into base hourly pay.

The motion passed unanimously.

B. Resolution 14-R05, authorizing a write-off of Delinquent Personal Property Taxes in the amount of \$1,954.91

Motion #9: Alderman Hill moved to approve Resolution 14-R05, authorizing a write-off of Delinquent Personal Property Taxes in the amount of \$1,954.91, and Alderman Hougen seconded.

Alderman Hill suggested the City Attorney and staff look into alternative ways to collect delinquent taxes. She outlined how these tax bills will now go to collections.

Mayor Connors explained the Department of Revenue puts delinquent tax payers on their website.

The motion passed 6-1 with Alderman Mott voting no.

C. Discussion/Action on a contract with Springsted for a multi-jurisdiction classification/compensation study in conjunction with the Cities of Elkhorn and Delavan

Motion #10 : Alderman Hill moved to approve a proposal by Springsted for a multi-jurisdiction classification/compensation study in conjunction with the Cities of Elkhorn and Delavan in the amount of \$16,675 with \$13,000 coming from the City Administrator's budget and the remaining being paid from the City Administrator's miscellaneous fund, Alderman Mott seconded, and the motion passed unanimously.

13. Personnel Committee Recommendations – Alderman Kupsik

A. Discussion/Action of changes to the Employee Handbook Appendix A – Organizational Chart

Motion #11: Alderman Kupsik moved to approve changes to the Employee Handbook Appendix A – Organizational Chart, Alderman Hill seconded, and the motion passed unanimously.

B. Discussion/Action on hiring a Deputy City Clerk - Treasurer

Motion #12: Alderman Kupsik moved to approve the job description for a Deputy City Clerk-Treasurer and to post the position, Alderman Taggart seconded, and the motion passed unanimously.

14. Presentation of Accounts – Alderman Hill

- A. Purchase Orders (None)**
- B. Prepaid Bills (None)**
- C. Regular Bills in the amount of \$239,869.94**
Alderman Hill reviewed bills over \$5,000.

Motion #13: Alderman Hill moved to approve Regular Bills in the amount of \$239,869.94, Alderman Kupsik seconded, and the motion passed unanimously.

- D. Acceptance of Monthly Treasurer’s Report for November, 2013**

Motion #14: Alderman Hill moved to accept the Monthly Treasurer’s Report for November, 2013, Alderman Wall seconded, and the motion passed unanimously.

15. Mayoral Appointments – Mayor Connors

None

16. Closed Session

Motion to go into Closed Session pursuant to Wis. Stat. 19.85 (1)(e) for competitive bargaining reasons for Fire union negotiations (Administrator Jordan)

Motion #15: Alderman Kupsik moved to go into Closed Session pursuant to Wis. Stat. 19.85 (1)(e) for competitive bargaining reasons for Fire union negotiations, Alderman Taggart seconded, and the motion passed unanimously.

The meeting went into Closed Session at 7:59pm.

17. Motion to return to open session pursuant to Wisconsin Statutes 19.85 (2) and take action on any items discussed in Closed Session

Motion #16: Alderman Hill moved to return to open session pursuant to Wisconsin Statutes 19.85 (2) and take action on any items discussed in Closed Session, Alderman Taggart seconded, and the motion passed unanimously.

The meeting returned from Closed Session at 8:38pm.

18. Adjournment

Motion #17: Alderman Mott moved to adjourn, Alderman Kehoe seconded, and the motion passed unanimously.

The meeting adjourned at 8:38pm.

Tim Neubeck, City Clerk.

THESE ARE NOT OFFICIAL MINUTES UNTIL APPROVED BY THE COMMON COUNCIL