



## FINANCE, LICENSE & REGULATION COMMITTEE

MONDAY, APRIL 14, 2014 – 6:00 PM

COUNCIL CHAMBERS, CITY HALL

### MINUTES

**1. Call to Order**

Alderman Kupsik called the meeting to order at 6:01pm.

**2. Roll Call**

Present: Mott, Kupsik, Lyon

Not Present: Hill (excused)

Also Present: Comptroller Pollitt, Clerk Neubeck, Administrator Jordan, Director of Public Works Winkler

**3. 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**

Mary Jo Fesenmaier, 955 George Street, asked about the Maintenance Transfer Agreement between Walworth County and the City regarding where a terrace is located.

**4. Approve the Finance, License and Regulation Committee Meeting minutes of March 24, 2014 meeting as distributed.**

**Motion #1:** Alderman Kupsik moved to approve the Finance, License and Regulation Committee Meeting minutes of March 24, 2014 meeting as distributed, Alderman Lyon seconded, and the motion passed unanimously.

**5. LICENSES & PERMIT**

**A. Original 2013-2014 Operator (Bartender) License applications filed by Heidi Uren and Robert Kempken**

**Motion #2:** Alderman Lyon moved to approve Original 2013-2014 Operator (Bartender) License applications filed by Heidi Uren and Robert Kempken, Alderman Kupsik seconded

**B. Park Permit Application filed by Logan Thomas Tenney on behalf of Leadership Dynamics to use Library Park for Running with Open Arms on May 10, 2014 from 9:00am to 2:00pm**

**Motion #3:** Alderman Kupsik moved to not recommend the Park Permit Application filed by Logan Thomas Tenney on behalf of Leadership Dynamics to use Library Park for Running with Open Arms to the City Council, and Alderman Lyon seconded.

Alderman Kupsik explained Leadership Dynamics needed to present an acceptable route for the race to Chief Rasmussen.

**Motion #3** passed unanimously.

**6. Discussion/Recommendation on Resolution 14-R24, amending the Municipal Bond Schedule  
Attorney Draper explained the State of Wisconsin allows municipal courts to issue higher fines, and recommends the City's court does so.**

**Motion #4:** Alderman Lyon moved to recommend the City Council approve Resolution 14-R24, amending the Municipal Bond Schedule, Alderman Kupsik seconded, and the motion passed unanimously.

**7. Discussion/Recommendation on a contract for an Other Post Employment Benefits (OPEB) study**

Administrator Jordan explained the auditors recommended this be done as a benefits study has not been done since 2008.

**Motion #5:** Alderman Kupsik moved to recommend the City Council approve a contract for an Other Post Employment Benefits (OPEB) study, Alderman Lyon seconded, and the motion passed unanimously.

**8. Discussion/Recommendation on North Broad Street Lighting Replacement Project bids**

Director Winkler explained the City received five bids, and he checked references on the low bidder which came in significantly lower than the rest of the bidders.

Alderman Kupsik asked if he was concerned about the bid being so much lower than the other bids.

Director Winkler replied he feels comfortable after checking references.

**Motion #6:** Alderman Kupsik moved to recommend the City Council approve a contract with Wil-Surge Electric for the North Broad Street Lighting Replacement Project in the amount of \$118,806, Alderman Lyon seconded, and the motion passed unanimously.

**9. Discussion/Recommendation on allowing the sale of Gygax Memorial Bricks (recommended at the April 2, 2014 Board of Park Commissioners Meeting)**

Alderman Lyon asked about the precedence of this project.

Director Winkler replied there is precedence to an extent as the Beautification Committee sells bricks for various projects; however, this Memorial group would be selling the bricks themselves, and the bricks will be strictly names of people and organizations.

**Motion #7:** Alderman Kupsik moved to recommend the City Council approve allowing the sale of bricks to fund the Gygax Memorial, Alderman Lyon seconded, and the motion passed unanimously.

**10. Discussion/Recommendation on a Parking Operations Supervisor contract with Sylvia Martinez-Mullally (recommended at the March 27, 2014 Personnel Committee Meeting)**

Administrator Jordan explained the Personnel Committee recommended Mrs. Mullally unanimously after a second round interview.

Alderman Kupsik said Mrs. Mullally comes with great credentials and experience, and will be a great addition to the City.

**Motion #8:** Alderman Kupsik moved to recommend the City Council approve a Parking Operations Supervisor contract with Sylvia Martinez-Mullally, Alderman Lyon seconded, and the motion passed unanimously.

**11. Discussion/Recommendation on a Maintenance Transfer Agreement with Walworth County for County Trunk Highway H from Lake Geneva City Limits to State Highway 120**

Administrator Jordan explained staff and County officials met several times and came up with this agreement.

Director Winkler explained the terrace area on George Street had to do with the City piling snow in an area where snow trucks would not plow back into residents' sidewalks and driveways. He explained the original agreement from the County included one large agreement, but the City suggested the Agreement be broken into sections. He added the City maintains the traffic signal at the Piggly Wiggly, and the County plows sections of Route 50 and Edward Boulevard in return.

**Motion #9:** Alderman Kupsik moved to recommend the City Council approve a Maintenance Transfer Agreement with Walworth County for County Trunk Highway H from Lake Geneva City Limits to State Highway 120 as noted and to include in Item #5 that will include street light maintenance at the Piggly Wiggly intersection, Alderman Lyon seconded, and the motion passed unanimously.

**12. Discussion/Recommendation on capital project borrowing (continued from January 25, 2014 Capital Projects Workshop)**

Administrator Jordan explained the differences between previous items and the current list are an increase in fixing the Fire Station roof, the City Hall phone system, and blinds at the Library.

Alderman Kupsik asked if this list is all of the items.

Administrator Jordan replied most of the funding goes toward maintaining infrastructure such as buildings and roads. He outlined other projects as well.

Alderman Lyon asked if there is a policy or plan in place to replace the City's computer systems.

Administrator Jordan replied Jeff Miskie replaces and maintains the City's computer infrastructure.

**Motion #10:** Alderman Mott moved to suspend the rules to allow the Police Chief to discuss the automated license plate recognition system, Alderman Kupsik seconded, and the motion passed unanimously.

Chief Rasmussen said the automated system is installed on a patrol vehicle and has a camera which scans license plates and alerts them to Amber alerts, fugitives, etc. Furthermore, the system logs the cars in its memory for 90 days in the event a fight breaks out and people need to be found.

**Motion #11:** Alderman Kupsik moved to send the capital project borrowing item to the City Council without a recommendation, Alderman Lyon seconded, and the motion passed unanimously.

**13. Presentation of Accounts**

**A. Purchase Orders (None)**

**B. Prepaid Bills \$36,838.09**

**Motion #12:** Alderman Kupsik moved to recommend the City Council approve Prepaid Bills \$36,838.09, Alderman Lyon seconded, and the motion passed unanimously.

**C. Regular Bills in the amount of \$297,623.07**

**Motion #13:** Alderman Kupsik moved to recommend the City Council approve Regular Bills in the amount of \$297,623.07, Alderman Lyon seconded, and the motion passed unanimously.

**14. Adjournment**

**Motion #14:** Alderman Mott moved to adjourn, Alderman Lyon seconded, and the motion passed unanimously.

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Tim Neubeck, City Clerk

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