

FINANCE, LICENSE & REGULATION COMMITTEE

MONDAY, JULY 23, 2012 - 6:00PM

COUNCIL CHAMBERS, CITY HALL

Chairperson Hill called the meeting to order at 6:00 p.m.

Roll Call. Present: Aldermen Kupsik, Krohn, Tolar, Hougen and Hill. Also Present: City Administrator Jordan, Comptroller Pollitt and Deputy City Clerk Roenspies.

Approval of Minutes

Kupsik/Tolar motion to approve Finance, License and Regulation Committee regular meeting minutes of July 9, 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 AND PERMITS

Amendment of Street Use Permit requested by William Thornburgh on behalf of the Genoa City Lions Club for Harley-Davidson Raffle using the northwest corner of Highway 50 and Broad Street through September 2012 (weekends and holidays), from 6 a.m. to 6 p.m.

Administrator Jordan said the applicant is requesting an extension to their previous approved time period because they got a late start on the raffle.

Kupsik/Krohn motion to recommend approval. Unanimously carried.

Street Use Permit Application filed by Brae Blackley on behalf of ZOOMA Women's Race Series for ZOOMA Great Lakes Half Marathon and 5K using Wrigley Drive, Campbell Street and South Lakeshore Drive on October 20, 2012 from 8 a.m. to 9:30 a.m.

Administrator Jordan said staff met with the applicant and will make sure they pay for the fees for any extra services required from the Police or Fire Departments prior to issuance of the permit. Chairperson Hill asked if they only needed the street closed for the hour and a half period. Administrator Jordan said they only requested the hour and a half because the race will be starting in Lake Geneva and finishing in Fontana.

Hougen/Kupsik motion to recommend approval. Unanimously carried.

Park Permit Application filed by Brae Blackley on behalf of ZOOMA Women's Race Series for ZOOMA Great Lakes Half Marathon and 5K using Flat Iron Park on October 20, 2012 from 4 a.m. to 2 p.m. (recommended by Board of Park Commissioners 7/11/12)

Chairperson Hill asked about reimbursement of police and EMS fees. Administrator Jordan said the estimated police fee is included in the packet and staff is still working on a quote for the EMS services that are requested. The applicant will be required to pay these fees prior to issuance of the permit.

Kupsik/Krohn motion to recommend approval. Unanimously carried.

Original 2012-2013 Operator License applications filed by Daniel V. Kosowski, Justin P. Taylor, Paula K. Holmes, Michael O. Long, Sanaz Rajabi, Kate A. Buffa, Yanely Magallanes, Oleg S. Kizimenko, Mark M. Sokolowski, Jean M. Morales, Gregory G. Pollen, Jacob A. Otto, Chadwick D. Hove, Gina Nocek, Katrina A. Thornburgh, Sheila F. Miller, Terri L. Messerschmidt, Gina M. Demarco, Nicholas R. Fischer, Jessica R. Condon, Mary E. Meehan, John R. Leonard, Henri A. Lorenzi, Brent A. Coleman and Dawn M. Reed

Hill/Tolar motion to recommend approval pending any outstanding liabilities being paid to the City prior to issuance of the licenses, except for the application filed by Nicholas R. Fischer.

RESOLUTIONS

Resolution 12-R54, amending the Fee Schedule to include parking bag fees for contractors and Public Works Department special brush, limbs and refuse fees

Administrator Jordan explained that Resolution 12-R54 would set the a fee for the Public Works Department's special collections at \$24.00 per 15 minutes. It would also set the parking meter bag fees for contractors. These bags are rented out to contractors that are performing work in areas adjacent to metered parking stalls. Mr. Jordan said the proposed fee would be consistent with the current parking meter rates.

Hougen/Kupsik motion to recommend approval. Unanimously carried.

Discussion/Recommendation on tagged brush collection procedure (continued 7/9/12)

Administrator Jordan said staff is requesting permission to use a contractor for tagged brush collection. The City's brush collection program takes place during the spring and fall. If a resident leaves brush out for collection during the summer, it gets tagged and the resident will be charged for the collection. Mr. Jordan said the concern is that if City crews are picking up this brush, the neighbors might think it is being collected free of charge. By using a contractor for special brush collection, neighbors might be less likely to believe that City crews are collecting the brush during the summer months at no extra charge. Chairperson Hill asked what the fee will be to residents when a contractor does the special brush pickup. Administrator Jordan said it would depend on the fee set by the contractor. Staff will make sure the fee isn't too different from the Public Works Department fee of \$24.00 per 15 minutes. Alderman Kupsik said he would feel more comfortable setting a fee for the contractor brush pickup. He suggested using the fee not to exceed \$24.00 per 15 minutes.

Kupsik/Hougen motion to recommend allowing staff to contract tagged brush collections at a fee of \$24.00 per 15 minutes to property owner, and if the property owner does not pay the fee, the fee would be placed on the tax roll. Unanimously carried.

Discussion/Recommendation on the reinvestment of TID Certificate of Deposit maturing on August 8, 2012

Comptroller Pollitt said there is a CD with the Community Bank of Delavan in the amount of \$306,338 coming due before the next Council meeting. She recommended rolling over the interest and renewing the CD at the amount of \$308,000 for a 12 month period at the rate of 0.4%.

Kupsik/Krohn motion to recommend renewal of the CD with Community Bank of Delavan in the amount of \$308,000 for a period of 12 months at the rate of 0.4%. Unanimously carried.

Discussion/Recommendation TID #4 funds to improve the alley north of Wisconsin Street, between Broad and Center Streets (recommended by Public Works Committee 7/12/12)

Administrator Jordan said every year the City improves one or two alleys. The Public Works Committee recommended improving the alley north of Wisconsin Street between Broad and Center Streets using TIF funds. Mr. Jordan said the alley is located within TID #4 and is in poor condition.

Tolar/Kupsik motion to recommend approval. Unanimously carried.

Discussion/Recommendation on award of contract to Pieper Electric, Inc. for Main Street Traffic Signal project in the amount of \$124,805.50 funded by TID #4

Administrator Jordan explained the history leading up to the rebidding of the traffic signal project. He said the City received two strong bids for the project. He recommended approving the low bid from Pieper Electric, Inc. in the amount of \$124,805.50. Chairperson Hill asked what the quote was when the City initially put it out for bids. Administrator Jordan said the bid was about \$400,000.00. Staff then revised the scope before rebidding in hopes of receiving more bids at a lower amount. Chairperson Hill asked if the bid includes the equipment. Administrator Jordan said the bid is just for the labor and the City would purchase the equipment separately at the estimated price of \$113,000.00.

Kupsik/Hougen motion to recommend the award of contract to Pieper Electric, Inc. for Main Street Traffic Signal project in the amount of \$124,805.50 funded by TID #4. Unanimously carried.

Discussion/Recommendation on Library Public Restrooms Remodel Project

Administrator Jordan reported that when the contractor began the remodeling work they found that the piping and concrete below the floor was deteriorated and needed replacing. The work requires a change order in the amount of \$10,700.00

Kupsik/Tolar recommended approval of the change order in the amount of \$10,700.00. Unanimously carried.

Presentation of Accounts

Hougen/Hill motion to recommend approval of Prepaid Bills in the amount of \$2,262.84. Unanimously carried.

Kupsik/Hougen motion to recommend approval of Regular Bills in the amount of \$209,940.63. Unanimously carried.

Kupsik/Krohn motion to accept the Monthly Report from the City Treasurer for April 2012. Unanimously carried.

Adjournment

Hill/Tolar motion to adjourn at 6:50 p.m. Unanimously carried.

Transcribed from notes and audio tape.

/s/ Michael D. Hawes, City Clerk

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