

**REGULAR CITY COUNCIL MEETING
MONDAY, AUGUST 8, 2016 – 7:00 PM
COUNCIL CHAMBERS, CITY HALL**

Mayor Kupsik called the meeting to order at 7:01 p.m.

The Pledge of Allegiance was led by City Clerk Waswo

Roll Call. Present: Mayor Kupsik, Aldermen Chappell, Kordus, Flower, Gelting, Horne, Hedlund, Howell. Absent: Alderman Skates. Also Present: City Attorney Draper, City Administrator Oborn, and City Clerk Waswo.

Awards, Presentations, and Proclamations. None.

Re-consider business from previous meeting. None.

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 to be limited to 5 minutes.

Terry O'Neill, 954 George St, spoke on the re-writing of the commercial indoor lodging ordinance. He questioned why it was being changed and who requested the change. He questioned why the requirement for each room to have a private bathroom facility has been removed from the ordinance.

Acknowledgement of Correspondence. None.

City Clerk Waswo reminded voters of the Partisan Primary election on Tuesday, August 9, 2016. She noted polls are open from 7:00am to 8:00pm. Proof of identification is required and layouts have changed at both polling locations.

Approval of Minutes. Kordus/Gelting motion to approve the Regular City Council Meeting minutes of July 25, 2016, as prepared and distributed. Motion carried 7 to 0.

Consent Agenda

- a. Request filed by William Chesen on behalf of the Lake Geneva Fire Bells Rehab Unit #64 to reserve and waive the parking fees for six parking stalls on the east side of the 100 block of Broad Street from the alleyway north to Main Street for the annual Lake Geneva Fire Bells fundraiser on Sunday, September 18, 2016 (*continued from July 25, 2016 Council meeting*)
- b. Temporary Operator's License applications filed by Ryan Stelzer, Craig Evans, Bryan Iwicki, and Joshua Spiegelhoff for the Venetian Festival August 17-August 21, 2016 (*recommended for approval by the Police Chief*)
- c. Original 2016-2017 Operator's (Bartender) License applications filed by Kathleen Consolino, Kristen Jensen, Evan Knutson, Amy Maloney, Janet Morrison, Gregory Nichols, Jasmine Swafford
- d. Renewal of 2016-2017 Operator's (Bartender) License applications filed by Gweneth Garber, Jacob McGuire

Kordus/Horne motion to approve. Motion carried 7 to 0.

Items removed from the Consent Agenda. None.

Finance, License and Regulation Committee Recommendations – Alderman Kordus

First reading of Ordinance 16-11, amending Section 98-407: Substandard Lot Regulations allowing substandard lots that are zoned ER-1 to use SR-4 district standards with a conditional use permit

First reading of Ordinance 16-12, amending Section 98-706: Exterior Storage Standards for Residential, Office and Commercial Districts, providing for recreational vehicle parking in driveways

First reading of Ordinance 16-13, amending Section 98-034: Definitions, redefining single family dwelling; and Section 98-206: Commercial Land Uses redefining commercial indoor lodging

First reading of Ordinance 16-14, amending Chapter 74, Traffic and Vehicles, Section 74-210 adding no parking on Grant Street, southside from Williams Street to Tomike and on Campbell Street from South Lake Shore Drive to Wells Street

Kordus/Flower motion to return this to the City Attorney for removal of Grant Street from the ordinance.

Alderman Kordus noted the discussion at FLR was that there was a fear by residents that it would decrease property values and turn Grant Street into a speedway. It was suggested the Parking Commission look at parking throughout the City and come up with a comprehensive plan. Alderman Flower received a lot of correspondence related to this proposal. Public Works brought it to their attention that there is an issue with the proposed solution to remove the parking. That area is very congested. It is a residential street but is being used as a cut through which was not its original intent. She suggested a stop sign rather than eliminating the parking and increasing the cut through traffic. Alderman Hedlund uses it frequently and feels it is a safety hazard. Alderman Chappell stated residents don't want the parking removed to enable traffic to flow more easily there, which would encourage more traffic. Alderman Howell heard speed complaints as well. He wondered if adding extra stop signs would discourage traffic. Mayor Kupsik feels the parking situation as a whole should be addressed. It was questioned if Public Works should be involved in some of the review as well as the Parking Commission. Mr. Oborn replied it flows from the Parking Commission to Public Works and then to Council.

Roll Call: Kordus, Horne, Hedlund, Gelting voting "no"; Chappell, Flower and Howell voting "yes". Motion fails 4 to 3.

Discussion/Action on recruitment services for Comptroller position

FLR passed to Council with no recommendation. The position was advertised on a government website and the newspaper, receiving only 6 applicants. Alderman Kordus would like to advertise elsewhere before a headhunter is brought in. City Administrator Oborn received proposals from 3 different recruiting companies. Time and materials for Schenk would cost between \$8,000 and \$10,000. GovHR starts at \$14,500 including \$900 for travel. They also offer a more comprehensive option at \$18,000. The proposal from Baker Tilly is a 25% fee of the first annual salary. Alderman Howell asked how much time they have to do this process and where will the money come from if professionals are hired. Mr. Oborn said time will be the end of this year paid from contingency. The Personnel Committee preference was to go with a recruiter. Mr. Oborn said they can certainly spend money to advertise elsewhere. He noted they can go into fund balance if needed. Mayor Kupsik stated this is an unexpected vacancy and there is money in contingency set aside for these types of emergencies. Alderman Flower noted there is another position to fill that may warrant this type of process this calendar year. She asked if there is enough in contingency to cover both. Mr. Oborn suggested focusing on the Comptroller position at this time. Mayor Kupsik stated there is a plan in place for the Director of Public Works and they are still discussing what direction they want to go. Alderman Hedlund said the Comptroller is in the top 4 or 5 positions in the city. He feels it would be a disservice to not bring in a professional.

Hedlund/Howell motion to hire Schenk to conduct a job search for the Comptroller position for the City of Lake Geneva not to exceed \$10,000 subject to City Attorney review of the agreement. Mr. Gelting felt it makes sense and should have been acted on sooner. He is disappointed that they don't know how much is in the contingency fund. Alderman Kordus has a problem spending \$10,000 stating the City has the talent to do this in-house.

Roll Call: Chappell, Kordus, Flower, Gelting, Horne, Hedlund, Howell voting "yes" and Kordus, Horne voting "no". Motion carried 5 to 2.

Kordus/Chappell motion to approve Kapur & Associates, Inc. TIF4 Escrow Draw Request No. 2 for \$928.00 with overage of \$466.00 from the General Fund. FLR discussed removing the \$466 overage. Kapur & Associates contract has a clause saying any overcharge must be put in a change order.

Kordus/Gelting motion an amendment to remove the \$466.00 overage from the payment. Mr. Oborn said Kapur & Associates will have to explain why they didn't abide by the contract and complete a change order.

Roll Call: Chappell, Kordus, Flower, Gelting, Horne, Hedlund, Howell voting "yes." Motion carried 7 to 0.

Kordus/Chappell motion to approve Kapur & Associates, Inc. TIF4 Escrow Draw Request No 2 for \$928 less the \$466 overage. Roll Call: Chappell, Kordus, Flower, Gelting, Horne, Hedlund, Howell voting "yes." Motion carried 7 to 0.

Kordus/Gelting motion to approve Michael’s Signs, Inc. TIF4 Escrow Draw Request No. 1 for \$28,400.00

This is the down payment and work has already begun. This is 50% of the original contract amount. Mayor Kupsik added there is a possibility some of these contracts may go above the contract amount. It was discussed the amounts are hard numbers and they should follow protocol with regard to additional chargers with a change order.

Roll Call: Chappell, Kordus, Flower, Gelting, Horne, Hedlund, Howell voting “yes.” Motion carried 7 to 0.

Kordus/Howell motion to approve Shad Branen – WIN Properties, LLC TIF4 Escrow Draw Request No. 2 for \$73,175.52.

This is the second draw on the theater. The Building Inspector is making sure the work is being done. He would like Mr. Branen to come to the September Committee of the Whole meeting to discuss the progress pertaining to the improvements funded by TIF money. They are expecting to open the end of September or early October.

Roll Call: Chappell, Kordus, Flower, Gelting, Horne, Hedlund, Howell voting “yes.” Motion carried 7 to 0.

Kordus/Gelting motion to approve Systems Design TIF4 Escrow Draw Request No. 2 for \$1,076.80

Roll Call: Chappell, Kordus, Flower, Gelting, Horne, Hedlund, Howell voting “yes.” Motion carried 7 to 0.

Presentation of Accounts – Alderman Kordus

Purchase Orders. None.

Kordus/Chappell motion to approve Prepaid Bills in the amount of \$30,761.36

Roll Call: Chappell, Kordus, Flower, Gelting, Horne, Hedlund, Howell voting “yes.” Motion carried 7 to 0.

Kordus/Chappell motion to approve Regular Bills in the amount of \$175,712.72

Alderman Hedlund questioned the ambulance painting and if they received bids. Mr. Oborn replied the funding went through Council and the additional work was in their budget.

Roll Call: Chappell, Kordus, Flower, Gelting, Horne, Hedlund, Howell voting “yes.” Motion carried 7 to 0.

Mayoral Appointments. None.

Adjournment. Kordus/Chappell motion to adjourn at 7:53 pm. Motion carried 7 to 0.

/s/ Sabrina Waswo, City Clerk

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