

**CITY COUNCIL MEETING**  
**MONDAY, OCTOBER 28, 2013 – 7:00 PM**  
**COUNCIL CHAMBERS, CITY HALL**

Mayor Connors called the meeting to order at 7:00 p.m.

The Pledge of Allegiance was led by Alderman Lyon.

**Roll Call.** Present: Aldermen Kupsik, Lyon, Hougen, Wall, Hill and Kehoe. Absent (excused): Aldermen Mott and Taggart. Also present: Administrator Jordan, City Attorney Draper and Deputy Clerk Roenspies.

**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 be limited to 5 minutes.**

Mary Jo Fesenmaier, 955 George Street, encouraged the Council to vote no to Kwik Trip, felt a Parking Supervisor is completely unnecessary and asked for a Public Hearing at the beginning of the budget process for next year.

Tom Kaczmarek, 605 Williams Street, expressed concern over the large size of the proposed Kwik Trip in this location.

Ned Sutherland, 1132 Wheeler Street, spoke in favor of the Kwik Trip project.

Mike Koucerek, 880 S. Lakeshore Drive also favors the project and opined that it is not the job of the City to limit competition.

Terry O'Neill, George Street, feels we need a parking person on duty on the weekends rather than a Parking Supervisor.

John Consolino of Northside Mobil at 501 Interchange N. said it is difficult to compete with a corporation as big as Kwik Trip. It will have an effect on other shop owners and cause smaller stations to go out of business.

Tom Hartz, 1051 Lake Geneva Boulevard, thanked the Council for the new lights going up on Broad Street. He spoke in favor of Kwik Trip and feels the Plan Commission denied the project for the wrong reason. In answering if it would create hardship to neighboring businesses, he commented that is about things like run-off and physical issues, not economical issues.

Tom Langdorf, owner at 630 and 700 Williams Street, expressed concern that the General Business zoning would expire if this project doesn't move along.

**Acknowledgement of Correspondence.** Letter from Walworth County thanking the City for supporting and hosting a collection site for the 2013 Clean Sweep program, including the help from the Street Department and Police Department.

**Approval of Minutes**

Wall/Lyon motion to approve the regular meeting minutes of October 14, 2013. Unanimously carried.

**CONSENT AGENDA**

Alderman Wall asked to remove the approval of Operator licenses from the consent agenda.

**Items removed from the Consent Agenda.**

Original 2013-2014 Operator (Bartender) License applications filed by Dawn Hancock, Erica Lauderdale, Jorge Quintana-Medel, Mary Stenger and Jessica West.

Lyon/Kupsik motion to approve. Unanimously carried.

**First reading of Ordinance 13-21 on the amending of existing impact fees**

**Second reading of Ordinance 13-22, an ordinance to correct a scrivener's error in Ordinance 13-19**

Hill/Wall motion to approve. Unanimously carried.

**Finance, License and Regulation Committee Recommendations – Alderman Hill**

**Discussion/Action on setting the public hearing for 2014 Budget**

Hill/Lyon motion to approve setting the public hearing for the 2014 Budget for Monday, November 18, 2013 at 5:00pm. Unanimously carried.

**Discussion/Action on renewal of a CD at BMO Harris in the amount of \$461,375.67 maturing on October 30, 2013**

Hill/Lyon motion to renew CD with BMO Harris in the amount of \$461,375.67 for a term of 13 months at the rate of .35%. Roll Call. Motion carries 6-0.

**Personnel Committee Recommendations – Alderman Kupsik**

Discussion/Action on creating a Parking Supervisor position

Alderman Kupsik referred to the memo from the City Administrator giving the background of this request. This came to Personnel from the Parking Commission based on a parking study prepared by Rich and Associates which recommended this position be created to direct the Parking Department. The Personnel Committee voted 4-1 to recommend creation of a Parking Supervisor position. Alderman Kupsik enumerated a list of possible duties. This person would be fully responsible and accountable for overseeing the daily operation of the entire Parking Department which includes supervising of employees, policies and procedures, enforcement, complaints, events, monitoring the approximately 1,000 on- and off-street parking spaces, analyzing trends to improve City-wide parking station operations and responding to requests from the public. The parking stations generate approximately one million dollars per year in revenues for the City. The person in this position would be responsible to make sure parking stations are operational at all times, maintained adequately, and hooded to accommodate special events and construction.

Kupsik/Hill motion to create this position. Alderman Hougen asked for further explanation of why we need this position. Alderman Kupsik further explained that this person would need to handle the actual computer itself, with software, updates and physical work on the kiosks themselves. The City is currently paying \$1,000 per kiosk per year for a limited amount of maintenance. This contract is coming to an end shortly which means we will need someone to provide the same limited service. Alderman Hill strongly recommends this position. Currently, the entire department is staffed by part-time individuals doing the best they can in handling everything we have thrown at them to the best of their abilities, for which we owe them a debt of gratitude. However, this means there is not one person who is accountable for this revenue, these systems and employees; this creates some unease in other departments such as the Police Department which is fielding unnecessary phone and window traffic for parking complaints, potentially taking away from public safety roles. Alderman Hill further explained that there are a lot of moving parts in the world of parking. In addition to staff, accountability, revenue and special events, there is a rather large technology component entirely new to us; we have gone from an analog age to a heavily technology-based, digital age. It is not just one system; we are dealing with at least two proprietary systems that need to communicate with each other. We were afforded a consultant free of charge for a year whose time is now up. Everyone who comes to Lake Geneva has to park and interact with this system. Alderman Hill envisions this position to be full time with a high skill set on the technology side and staffing on weekends for enforcement; she feels the department welcomes it, the staff welcomes and she herself more than welcomes it. Alderman Wall agreed we need coverage on the weekend but felt the proposed position does not warrant a salary as high as has been budgeted. Alderman Hill said that was just a placeholder number and suspects that will not be the final number; it will be up to the Personnel Committee. Alderman Kehoe felt we should start out on a little smaller scale than a Supervisor. Alderman Kupsik the key tonight would be to approve the position so that we can direct staff to develop a job description that we can live with that would cover all the necessary bases to maintain the system, to provide the ambassadors and repairs and all the other things that go with this system. After further discussion, Administrator Jordan explained some of the factors in establishing the new system including auditor concerns and feels it has worked very well in meeting the requirements we asked of it.

Roll Call. Motion carries 5-1 with Alderman Wall voting no.

**Public Works Committee – Alderman Mott**

**North Broad Street Lighting Equipment Bid awarded to Hein Electric Supply Co. of Brookfield, WI in the amount of \$155,320.00**

Hill/Kupsik motion to approve the North Broad Street Lighting Equipment Bid awarded to Hein Electric Supply Co. of Brookfield, WI in the amount of \$155,320.00 funded by TID4. Roll Call. Motion carries 6-0.

**Plan Commission – Alderman Hougen**

**First Reading of Ordinance 13-23, amending the Zoning Map of the City of Lake Geneva, Walworth County, Wisconsin, to rezone from Planned Development (PD) to General Business (GB) at the following locations: Tax Key No.'s ZA1776 00001 (630 & 700 Williams Street), ZA1776 00002, ZA177 00003, and ZA1776 00004**

**Discussion/Action regarding the issuance of a Conditional Use Permit to Kwik Trip, Inc., 1626 Oak Street, La Crosse, WI 51601 for In-Vehicle Sales and Services (vehicular fuel station and car wash) incidental to on-site principle land use (convenience store) at the following locations: Tax Key No.'s ZA1776 00001 (630 & 700 Williams Street), ZA1776 00002, ZA1776 00003, and ZA1776 00004) with Staff recommendations.**

Attorney Draper referred to the memo he gave to the Council. Since there was no recommendation from Plan Commission to approve or deny, he recommended for legal purposes that the matter be sent back to the Plan Commission for further deliberations and a proper recommendation.

Hougen/Wall motion to move the item back to the Plan Commission for the November meeting. Roll Call. Motion carries 6-0.

**Resolution 13-R61, authorizing the issuance of a Conditional Use Permit to Geneva Bay Club on behalf of Robert Wereski, 304 S. Wells Street, Lake Geneva, WI 53147, for the installation of a decorative fence in excess of three feet in the streetyard (on Wells and Cass Streets) at 304 S. Wells Street, Lake Geneva, WI 53147, Tax Key No. ZOP 00352A but to not allow the mounting of the gates until the parking layout is established and have the applicant come back before the Plan Commission for the approval of the gates.**

Hougen/Kupsik motion to approve. Unanimously carried.

**Resolution 13-R62, authorizing the issuance of a Conditional Use Permit to Geneva Bay Club, 421 Baker Street, Lake Geneva, WI 53147 for the installation of a decorative fence in excess of three feet in the streetyard (on Wells and Baker Streets) at 421 Baker Street, Lake Geneva, WI 53147, Tax Key No. ZOP 00352 and that the alignment of the fence is within the appropriate setback, that the gates are set back at least 20 feet and the gate remain open until a revised Conditional Use comes back before the Plan Commission.**

Hougen/Kupsik motion to approve. Unanimously carried.

**Resolution 13-R63, authorizing the issuance of a Conditional Use Permit to Kehoe-Henry & Associates Inc., on behalf of Lake Geneva Joint 1 School District, 208 South Street, Lake Geneva, WI 53147 for the installation of an electronic message center on a freestanding sign located at Eastview Elementary School, 535 Sage Street, Tax Key No. ZOP 00003A, Lake Geneva, WI 53147 and to bring the timing of the sign and the illumination into compliance with the ordinance.**

Hougen/Wall motion to approve. Unanimously carried.

**Resolution 13-R64, authorizing the issuance of a Conditional Use Permit to Jacob and Heidi Nobilio, 192 Christie Lane, Twin Lakes, WI 53181 to operate a Crossfit Studio (Physical Activity Studio) in the Planned Business Park (PBP) zoning district at 700 Veterans Parkway Unit 209, Lake Geneva, WI 53147, Tax Key No. ZLGCC 00013 and to include that the hours of operation be 5am-10pm, seven days per week and that this Conditional Use be limited to this owner and no outdoor activity be done on site.**

Hougen/Kupsik motion to approve. Unanimously carried.

#### **Presentation of accounts.**

Purchase Orders. None.

Hill/Lyon motion to approve prepaid bills in the amount of \$1,266.00. Roll Call. Unanimously carried.

Hill/Lyon motion to approve regular bills in the amount of \$106,713.04. Roll Call. Unanimously carried.

Hill/Wall motion to approve re-appointment of Michael Kocourek to the Utility Commission for the term ending October 1, 2018. Unanimously carried.

Hill/Lyon motion to adjourn at 8:22pm. Unanimously carried.

/s/ Artis M. Roenspies, Deputy City Clerk

**THESE ARE NOT OFFICIAL MINUTES UNTIL APPROVED BY THE COMMON COUNCIL**