

FINANCE, LICENSE & REGULATION COMMITTEE
MONDAY, OCTOBER 26, 2015 – 6:00 PM
COUNCIL CHAMBERS, CITY HALL

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

Roll Call. Present: Aldermen Gelting, Kupsik, Kordus and Wall. Arrived Late (excused): Alderman Howell. Also Present: City Administrator Oborn, Comptroller Pollitt, Director of Public Works Winkler and City Clerk Waswo.

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, 954 George Street, stated it is a great idea to revamp the City's website as the current website was created in 2008. She suggested adding emergency alerts to the public access channel.

Approval of Minutes

Kordus/Wall motion to approve the Finance, License and Regulation Committee Meeting minutes of October 12, 2015, and the Budget Workshop minutes of October 15, 2015, as prepared and distributed. Motion carried 4 to 0.

LICENSES & PERMITS

Original 2015-2016 Taxi Driver License application filed by Marcus Behr *(Approved by Police Chief; informational only)*

Discussion/Recommendation on changing the Public Fire Protection Charge from a Municipal Charge to a Direct Billing Charge

City Administrator Oborn is waiting for numbers to come out for the rate increase. It is taking longer than expected and will most likely be in November. During the budget process the assumption was to go from a municipal charge to a direct bill. The current rate per customer is \$40 per year, with a total fire protection amount of \$232,000 collected. Assuming a 36% straight line increase, the customer rate would raise to \$55. Alderman Kordus understood this would still be subject to PSC approval. Mr. Oborn confirmed.

Kordus/Gelting motion to recommend approval beginning January 1, 2016 from a municipal charge to direct billing charge pending PSC approval.

Alderman Howell arrived at 6:07 p.m.

Alderman Wall asked if this is the best deal for the taxpayers. Mr. Oborn stated overall it is. It would most likely be more advantageous to those within the City than outside City limits. Unanimously carried.

Discussion/Recommendation on the 2016 Budget and setting the Public Hearing date for the Budget

Kordus/Gelting motion to recommend approval to publish the budget as presented with a public hearing date of November 16, 2015. Unanimously carried.

Discussion/Recommendation on the 2016 Summer Season Lifeguard Services Contract with the Geneva Lake Water Safety Patrol.

City Administrator stated there was recommendation to extend the hours from the Piers, Harbors and Lakefront Committee. The beach will now be open from Memorial Day to Labor Day, which is an additional \$2,300. They also added a 65 degree weather closure and new language for training. The extra hours are already in the budget.

Howell/Kordus motion to recommend approval. Alderman Kordus asked if they give swimming lessons in the lake. Comptroller Pollitt stated yes. Unanimously carried.

Discussion/Recommendation on upgrading the city website with GovOffice for an amount not to exceed \$4,895 *(recommended by the Communications Committee on 10/20/2015)*

Alderman Kordus stated it has been 8 years since the last upgrade. They looked at other vendors, but the best price was with the current vendor as switching would be starting from ground zero.

Kordus/Gelting motion to recommend approval. Alderman Gelting asked if it was out of 2015. Mr. Kordus stated yes. Unanimously carried.

Discussion/Recommendation on creating a part-time Benefits Clerk position *(recommended by the Personnel Committee on 10/22/2015)*

Comptroller Pollitt stated the Personnel Committee approved the request for an individual to help facilitate with the benefits administration, which would be taken off the Comptroller's position. Mr. Oborn stated this will be effective immediately with funding this year from the vacant Counter Clerk position and is budgeted in 2016.

Kordus/Wall motion to recommend approval and post immediately. Unanimously carried.

Discussion/Recommendation on eliminating the full-time Front Clerk B position and creating two part-time Counter Clerk positions *(recommended by the Personnel Committee on 10/22/2015)*

City Administrator Oborn stated this is going from one full-time position to two part-time positions. The savings from the retirement and health benefits will be shifted to the Street Department for their new hire. Alderman Kordus asked if this is effective immediately. Mr. Kupsik stated yes, there is money in the budget for the two positions.

Wall/Kupsik motion to recommend approval. Unanimously carried.

Discussion/Recommendation on creating a full-time Street Laborer position effective January 1, 2016 *(recommended by the Personnel Committee on 9/24/2015)*

Wall/Kupsik motion to recommend approval. Mr. Oborn stated with the workload expanding in our parks it made sense to add this position. This would be contingent on the budget. Unanimously carried.

Discussion/Recommendation on updating the City's organizational chart *(recommended by the Personnel Committee on 10/22/2015)*

Kordus/Wall motion to recommend approval with position changes discussed. Unanimously carried.

Discussion/Recommendation on Kapur proposal for the 2015 Street Maintenance Contract not to exceed \$20,510 funded by Capital Projects Fund *(recommended by the Public Works Committee on 10/15/2015)*

Director of Public Works Winkler has been waiting for months to determine whether or not Tax Increment District funds will be available for street maintenance. Instead of bidding a \$400,000, we could have bid a \$700,000 project and done many more streets which would lower the price per street. They were given direction to not use the funds as the County had raised an objection when they reviewed the TIF. They are back to the original proposal with Kapur moving forward on the 2015 Street Maintenance program which includes items 1 through 11. Mr. Oborn commented this is year 3 for capital borrowing and is within the budget. Alderman Kordus noted based on the final cost it could only be items 1 through 10.

Howell/Gelting motion to recommend approval. Unanimously carried.

Discussion/Recommendation on memorandum of understanding regarding bike lane highway pavement marking *(recommended by the Public Works Committee on 10/15/2015)*

Alderman Kordus said the state will paint a bike lane but as part of the deal, the City is required to maintain those markings going forward. Mr. Winkler noted it will start at the Piggly Wiggly traffic signal and go toward the interchange.

Gelting/Kordus motion to recommend approval. Unanimously carried.

Discussion/Recommendation on installing a stop sign on Lakeview Drive at the first Orchard Lane *(recommended by the Public Works Committee on 10/15/2015)*

Mr. Winkler stated there has been a request from residents for a stop sign. He noted Orchard Lane has an offset that is about 50 feet apart. There would be one stop sign at the bottom of the hill.

Wall/Gelting motion to recommend approval. Alderman Howell stated the idea is to slow down traffic and questioned the concern with the snow plow. Mr. Winkler stated the stop sign would be installed for safety and there is still the

concern with the plows. If the hill is icy the truck will slide but they will have to be as cautious as they can. Mr. Kordus stated from his judgment, the traffic and speed was not excessive. He feels this is really a neighborhood problem, the people who live there are doing the speeding and the stop sign is not needed. Unanimously carried.

Discussion/Recommendation on reorganization of Utility Commission and corresponding Ordinance Change
City Administrator Oborn stated the main focus will be on procedural changes, not program or physical changes. As an alternative to the Utility Commission becoming a committee, the Commission will be addressing the procedural items to align themselves more closely to the City. He went over 3 options listed in the packet and noted state statute does give them the option to mandate the City as the fiscal agent, which will reduce their independence. Mr. Kordus stated there has been a lot of discussion on this and there is a lot to go through yet.

Kordus/Wall motion to recommend continuance to the first meeting in January 2016. Unanimously carried.

Presentation of Accounts – Alderman Kupsik
Purchase Orders. None.

Howell/Kupsik motion to recommend approval of Prepaid Bills in the amount of \$8,662.50. Unanimously carried.

Gelting/Kordus motion to recommend approval of Regular Bills in the amount of \$356,370.23. Unanimously carried.

Adjournment
Kordus/Gelting motion to adjourn at 6:34 p.m. Unanimously carried.

/s/ Sabrina Waswo, City Clerk

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