

# **FINANCE, LICENSE & REGULATION COMMITTEE**

**MONDAY, OCTOBER 27, 2014 - 6:00 PM**

**COUNCIL CHAMBERS, CITY HALL**

Chairperson Lyon called the meeting to order at 6:02 p.m.

**Roll Call.** Present: Aldermen Lyon, Kehoe, Kordus, Kupsik and Wall. Also Present: City Administrator Jordan, 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.** None.

## **Approval of Minutes**

Kordus/Kehoe motion to approve the Finance, License and Regulation Committee Meeting minutes of October 13, 2014 and Finance, License and Regulation Committee - Budget Workshop Meeting minutes of October 21, 2014, as prepared and distributed. Unanimously carried.

## **LICENSES & PERMITS**

**Original 2014-2015 Operator's (Bartender) License applications filed by Madison Conley, Catherine Petrassi and Melissa Slagle.**

Kordus/Wall motion to recommend approval. Unanimously carried.

**Renewal of 2014-2015 Operator's (Bartender) license applications filed by John Abraham Renko**

Kordus/Kupsik motion to recommend approval. Unanimously carried.

**Discussion/Recommendation on award of bid to Westenn Mechanical Contractors, Inc of Elkhorn, WI for the Shop Ventilation Project located at the Street Department Main Building, 1065 Carey Street in the amount of \$23,185.00 funded by the Capital Projects Fund.**

Kordus/Kupsik motion to recommend approval. Director of Public Works Winkler stated during the budget process the council was concerned about the ventilation in the Street Department main building. This project is for a forced air ventilation system that pulls fresh air from the outside to heat the building. Mr. Winkler stated this is a turnkey bid with a completion date of December 31. Alderman Wall asked if the money had been set aside from capital. Mr. Winkler stated yes. Alderman Kordus said this bid came in significantly less than what was budgeted. Alderman Kehoe asked if this was for the whole building. Mr. Winkler stated it was for both sides of the garage portions of the building with the concern on the vehicle exhaust. Unanimously carried.

**Discussion/Recommendation on award of bid to Humphrey's Contracting of Lake Geneva, WI for the Siding and Insulations Project at the Street Department, 1070 Carey Street in the amount of \$51,350.00 funded by the Capital Projects Fund.**

Kordus/Wall motion to recommend approval. Alderman Kehoe asked if the siding was for the entire building. DPW Winkler stated this bid is for the insulation and siding for three sides of the building and does not include the roofing or the gutters. Mr. Winkler stated the block on the north side will be painted and the project will start as soon as the contract is signed. He stated the project should be completed by the spring as he was unsure how long it will take for the material to be delivered. Alderman Kehoe asked if there were any other bids on this project. Mr. Winkler stated there were five other bids with Humphrey's Contracting being the low bidder. Unanimously carried.

**Discussion/Recommendation on Renewal of Agreement for Full-Value Maintenance Services with Accurate Appraisal LLC.**

Kupsik/Wall motion to recommend approval. Administrator Jordan stated Accurate Appraisal has been the city's appraiser for the last three years and have done an excellent job. He further stated they have reduced their price for the next three years by \$3,000 per year. Unanimously carried.

**Discussion/Recommendation on Renewal of Contract with John's Disposal Service, Inc.**

Kordus/Kehoe motion to recommend approval. Administrator Jordan stated John's Disposal has made an offer to the city to extend the contract for 4 years at the current rate it is now. Generally, they have the right to increase the contract by the CPI, however, they will go into 2015 with the current rate and apply the CPI in 2016. The only other increase would be if more houses are added for collection. Mr. Jordan stated this will save the city a little over \$5,000 per year. Unanimously carried.

**Discussion/Recommendation on Maintenance Agreement with Town of Linn.**

Kordus/Wall motion to recommend approval. Alderman Kordus stated this is the street swap. Alderman Kupsik asked if the city would still be liable for the repairs. DPW Winkler stated the area in question is Willow Road, from Pilgrim Church west, to the west city limits. The area is about 3,000 feet long. In the past, the city was responsible for maintaining the north half of the street and the Town of Linn was responsible for the south half. The offer was for the Town of Linn to maintain Willow Road and the City of Lake Geneva to maintain Wilmot Boulevard for a 10 year period. Wilmot Boulevard is about 800 to 850 feet long and surrounds the city. Mr. Winkler further stated that Wilmot Boulevard is already in our Street Program for resurfacing. Other aspects of the agreement are that the city would still maintain the tree maintenance on Willow Road and neither municipality will restrict access for the other community. Alderman Kordus stated the significant change from the last time this was presented to the council is the addition of the swap of the controlled speed limit, weight restrictions and all postings on those roads, which is item #2 in the contract. Unanimously carried.

**Discussion/Recommendation on the 2015 Budget and setting the Public Hearing date for the Budget.**

Administrator Jordan stated we need to publish the budget in the paper for 15 days, after that time we can hold the public hearing. This item is instructing staff to go ahead and publish the budget.

Kordus/Wall motion to recommend approval of publishing the 2015 budget so that a public hearing date can be set. Alderman Kupsik asked what was changed based on the suggestions from the last meeting. Mr. Jordan stated staff was directed to raise the rates for parking tickets, raise the child beach pass for non-residents by \$1.00 and add a \$3.00 annual fee for each beach tag for residents. Unanimously carried.

**Discussion/Recommendation on setting a Public Hearing date for the Walworth County Natural Hazards Mitigation Plan.**

Kordus/Wall motion to move forward for the public hearing. Unanimously carried.

**Discussion/Recommendation on authorizing Payment of Rescinded Taxes for Tax Exempt Property.**

Administrator Jordan stated every year non-profit organizations have to fill out a tax exemption form that is submitted to the City Clerk and passed onto the state. In 2011 the Lake Geneva Economic Development did submit a form; however, it did not get to the clerk. Mr. Jordan stated there has been a lot of correspondence between the state and the county. He stated the city would pay the county back as they made the city whole on the taxes. Alderman Lyon asked if the payment would flow from city funds to the county. Mr. Jordan stated this is correct; in an amount of \$9,132.27. Alderman Kupsik stated the correspondence goes back to 2011 and asked if this would include everything up until now, with no additional charges. Mr. Jordan said it is possible the county will ask for another month's interest as the last correspondence stated interest is added after the 23<sup>rd</sup> of the month. Mr. Kupsik asked if staff can put something in place so that this does not happen again. Mr. Jordan stated staff will set up a procedure. Alderman Wall asked why the taxpayers would have to pay for this if the

non-profit organization did not get the form into the clerk. Mr. Jordan stated they did submit it, but it did not get to the state. Alderman Kordus clarified that these are funds that were paid to us erroneously by the county and the city now must reimburse the county the initial amount plus a penalty and interest. Mr. Jordan stated the city has been trying to negotiate a reduction with the county on the interest, however, by statute the county has to charge it. Mr. Lyon asked if the penalty was around \$3,000. Mr. Jordan confirmed the \$9,000 includes the \$6,000 reimbursement and the \$3,000 penalty and interest. Mr. Kupsik asked that staff pay this item as soon as possible to not incur any further charges.

Kordus/Kupsik motion to recommend approval of the tax exempt property payment of \$9,132.27 plus any additional accrued interest or penalty as soon as possible. Motion carried 4 to 1, with Alderman Kehoe abstaining.

**Discussion/Recommendation on the 2015 Summer Season Lifeguard Services Contract with the Geneva Lake Water Safety Patrol.**

Kupsik/Kordus motion to recommend approval. Alderman Kupsik asked if this contract was broken up between all the surrounding areas. Mr. Jordan stated they do contract with surrounding areas, but this is just the city's contract. Alderman Wall asked what the contract cost was for this season. Comptroller Pollitt stated it was \$32,580.00. Unanimously carried.

**Presentation of Accounts**

Purchase orders. None.

Kupsik/Kordus motion to recommend approval of Prepaid Bills in the amount of \$1,996.29. Unanimously carried.

Kupsik/Wall motion to recommend approval of Regular Bills in the amount of \$257,537.61. Unanimously carried.

Kupsik/Kordus motion to recommend acceptance of the Monthly Treasurer's Report for July 2014. Unanimously carried.

**Adjournment**

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

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/s/ Sabrina Waswo, City Clerk

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