

FINANCE, LICENSE & REGULATION COMMITTEE

MONDAY, NOVEMBER 10, 2014 - 6:00 PM

COUNCIL CHAMBERS, CITY HALL

Chairperson Lyon called the meeting to order at 6:01 p.m.

Roll Call. Present: Aldermen Lyon, Kehoe, Kordus, Kupsik and Wall. Also Present: City Administrator Jordan, Comptroller Pollitt 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.

Kevin Fleming, 1032 Wisconsin Street spoke regarding the banner poles. He asked for the council's consideration in waiving the fees for the BID and Chamber of Commerce. Mr. Fleming stated the banners increase the quality of life and they would rather use those fees for marketing.

Approval of Minutes

Wall/Kordus motion to approve the Finance, License and Regulation Committee Meeting minutes of October 27, 2014, as prepared and distributed. Unanimously carried.

LICENSES & PERMITS

Renewal of 2014-2015 Operator's (Bartender) license applications filed by Paula Holmes.

Kupsik/Kehoe motion to recommend approval. Unanimously carried.

Discussion/Recommendation on request from Caroline Ausman regarding waiver of remaining Carriage License Parking Fee for Field Stone Farm Carriage & Pony Rides LLC.

Kordus/Kupsik motion to not waive the fees for Fieldstone Farm Carriage. Alderman Kordus asked what the fee amount is outstanding. Administrator Jordan stated about \$1,700 has been paid and she is asking for the remaining amount to be waived. Mr. Jordan stated Ms. Ausman was under the impression that the \$3,650 was the price for two carriages, however, that is the price for the use of the parking spot, not the amount of carriages she has. Alderman Lyon stated when this was originally before FLR, she was going to reduce her business from two carriages to one. He stated that was part of the discussion when the amount was set at \$3,650; it was based upon the business having only one carriage. Mr. Lyon also noted that from Ms. Ausman's letter, it sounds like running one carriage doesn't work with her business model and stated to be fair, we should allow her to waive the contract. Alderman Kordus stated she did utilize the space for the entire season. Now the season is over and she is stating she didn't make any money, so now she wants a refund of half of what she committed to pay earlier, which seems disingenuous. Mr. Kordus noted that this is similar to the concession stand where the person miscalculated the business model and we held them to the fee owed. Mr. Kordus thinks it would not be in the best interest to change their policy and waive the fee for this request. Unanimously carried.

Discussion/Recommendation on schedule of Banner Fees in relation to the BID and Chamber of Commerce.

Administrator Jordan stated the list included in the packet is all the people who have rented banner poles for the last five years. The Chamber of Commerce events are noted and it's typically \$400 to \$500 per year in fees. Alderman Kupsik noted that the 2014 amount was around \$1,300 and asked if the costs included are primarily to cover the costs to the street department, which Mr. Jordan confirmed but noted it costs the city more than what we charge in fees. Mr. Jordan noted there is an expansion of events in the past years with more banners poles being requested. Mr. Kordus stated the costs of taking the banners up or down does not change based on the time the banners are displayed. He suggested obtaining the actual costs from the street department and possibly re-evaluating the manner the fees are charged.

Kupsik/Kehoe motion to send to council without recommendation. Unanimously carried.

Discussion/Recommendation on award of bid to American Pavement Solutions of Green Bay, WI for the 2014 Joint and Crack Cleaning and Sealing Project in the amount of \$40,000.00 funded by the Capital Projects Fund.

Kordus/Wall motion to recommend approval. Alderman Kupsik asked if American Pavement was the same company that did it last year. Mr. Jordan stated it was not, last year's company was Stark Asphalt. Unanimously carried.

Discussion/Recommendation on request to purchase a used 2008 Caterpillar mini-excavator from Fabco in the amount of \$28,500 for use in digging Cemetery graves and street repairs funded as follows: \$6,000 from the Cemetery Fund and \$22,500 from Contingency.

Kupsik/Kehoe motion to recommend approval. Alderman Kordus stated this was discussed by both Public Works and the Cemetery Commission. Currently the Cemetery contracts out the digging of graves at \$200 per grave. Purchasing this equipment would eliminate the cost to the Cemetery budget. The city felt that the street department would also use the equipment for upcoming projects. Alderman Kupsik noted the contractor is no longer interested in digging the graves. Administrator Jordan stated the city digs about 60 to 70 graves per year. Mr. Wall asked why we didn't do this in the past. Mr. Jordan stated we have always had a contractor that was able to dig the graves; however, the contractor feels he is too busy to be available when needed. Mr. Wall asked if this amount is taken from the contingency, will the city have enough money to pay for snowplowing for the rest of the year. Mr. Jordan stated yes, the only thing taken out of the contingency is the police department garage floor. Unanimously carried.

Discussion/Recommendation on renewal of CD in the amount of \$143,204.17 plus interest, maturing on November 21, 2014 from BMO Harris Bank.

Comptroller Pollitt stated she passed out the current rates received today and recommended keeping the CD at Harris Bank for a 3 to 6 month term at 0.10% as she is unsure what will happen with the TID.

Kupsik/Kehoe to approve the comptroller's recommendation. Unanimously carried.

Discussion/Recommendation on renewal of CD in the amount of \$313,950.77 plus interest, maturing on November 12, 2014 from Town Bank of Lake Geneva.

Kordus/Kehoe motion to recommend approval of CD from Town Bank to Associated Bank for a 6 month term at a rate of 0.26%. Unanimously carried.

Discussion/Recommendation on approving the Business Improvement District 2015 Operating Plan.

Kehoe/Wall motion to recommend approval. Ms. Pollitt stated this is the 2015 Operating Plan to generate the special assessments to the members of the BID on their tax bills. Unanimously carried.

Presentation of Accounts

Purchase orders. None.

Kordus/Kupsik motion to recommend approval of Prepaid Bills in the amount of \$13,116.33. Unanimously carried.

Kupsik/Kordus motion to recommend approval of Regular Bills in the amount of \$168,102.70. Alderman Kupsik asked Mr. Jordan if the 10 picnic tables are earmarked for anything. Mr. Jordan stated this was to add more picnic tables to our supply out of Capital Funds. Unanimously carried.

Adjournment

Kordus/Wall 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