

**COMMITTEE OF THE WHOLE  
MONDAY, FEBRUARY 6, 2012 - 6:30PM  
CITY HALL BUILDING, COUNCIL CHAMBERS**

Council President Krause called the meeting to order at 6:30pm.

Pledge of Allegiance led by Alderman O'Neill.

Roll Call. Present: Aldermen Krause, Hartz, Mott, Marsala, Kehoe, Kupsik, Krohn and O'Neill. Also present: City Clerk Hawes.

Marsala/Kupsik motion for approval of Minutes from January 3, 2012 Committee of the Whole Meeting as distributed. Unanimously carried.

**Comments from the public as allowed by Wis. Stats. §19.84(2), except for public hearing items.**

Ken Etten, 1109 Wisconsin Street, Lake Geneva addressed the Committee on behalf of the Friends of the Geneva Theater, a non-profit organization seeking to renovate the Geneva Theater located at 244 Broad Street. Mr. Etten said the organization is in the process of seeking funding to acquire the building. He said that members of the board recently met with representatives from the Walworth County Economic Development Alliance and UW-Whitewater. The board was given a list of grant opportunities to review. He said the Friends of Geneva Theater will be meeting tomorrow night. All meetings are open to the public and the public is welcome to attend. They are looking for people interested in helping saving the theater. Mr. Etten said the renovated theater would be used for a variety of purposes, including theater productions, art exhibitions, art classes, recitals, and rehearsal space. He said the Friends of Geneva Theater could be found online at [www.friendsofgenevatheater.org](http://www.friendsofgenevatheater.org).

Mr. Etten also addressed the Committee as Chairman of the Historic Preservation Commission. He said a new sign has been built to mark where the old railroad depot used to be (in the general area of North Street and Broad Street). The sign will be erected in the Spring. Mr. Etten said the Commission is also exploring a railroad heritage trail which would highlight several of the key points where the rail line and railroad station used to be near Sage Street. He stated the next Historic Preservation Commission meeting will be Thursday, February 9<sup>th</sup> at 6:30 p.m. in the second floor City Hall meeting room.

George Hennerly addressed the Committee as Executive Director of the Geneva Lakes Area Chamber of Commerce, 201 Wrigley Drive, Lake Geneva. Mr. Hennerly thanked everyone affiliated with the City for their participation in the Winterfest event last week. He said the event received strong publicity and media coverage over the Midwest. He announced the winners of the sculpture competition. Mr. Hennerly indicated that travel guides for 2012 are now available.

Bob Flemming, 317 Walworth Street, spoke on behalf of the Cemetery Commission in regard to the funding request for a new cemetery truck. He said the cemetery is looking to replace its 1995 truck which recently had a steering column failure.

**Update on sale of Street Department items.**

City Clerk Hawes read a list of equipment that were recently sold by the Street Department for a total of \$23,171. Mayor Connors noted that the Council approved disposal of the items back in August 2011. He said it is a testament to the Street Department for the job they did maintaining the equipment over the years. He indicated the high bidders paid the listing fees for the auctions. Alderman Krohn asked if the revenue will be returned to the general fund. Alderman Krause confirmed that it would be. Alderman Kehoe asked if the funds were accumulated in 2011 or 2012. Alderman Krause said the sale of the items was completed in January and the revenue would be applied to the 2012 fund. Alderman Hartz asked if the Street Department was able to sell all of its old equipment and if any unneeded equipment had not been sold. Alderman Marsala asked how long the items were posted before they were sold. Alderman Krause said that someone from the Street Department would have to follow-up on these questions.

**Discussion/recommendation on purchase of cemetery truck.**

Alderman Krause noted this item was forwarded to the Committee of the Whole from the Council to discuss the condition of the cemetery's current trucks. Marsala/Krohn motion to suspend the rules and allow Bob Flemming, Acting Secretary of the Cemetery Commission, and Lance Melancon, an employee for the cemetery, to address the Committee. Unanimously carried. Mr. Melancon indicated the cemetery has two trucks – a 1995 Ford F350 and a 2007 Chevrolet 3500. He said the cemetery is looking to replace the 1995 truck because it is in poor condition. The steering column is wearing out and the truck automatically shifts out of park. Alderman Krause asked about the condition of the 2007 truck. Mr. Melancon said the 2007 truck is fine. Alderman Krause asked about the need for two trucks. Mr. Melancon said one uses a sander box for melting ice/snow and the other truck uses a leaf box. Alderman Hartz asked whether the sander box could be used by the truck in the winter and then the leaf box could be used by the same truck during the summer/fall. Mr. Melancon said the leaf box and sander box are used at different times throughout the year. Alderman Hartz asked in what instances two trucks were needed. Mr. Melancon said two trucks are needed when there are two funerals occurring at the same time. Alderman Krause asked how often there are multiple funerals at once. Mr. Melancon said it doesn't happen often. Alderman Marsala asked how many miles are on the 1995 truck. Mr. Melancon said there is 30,000 miles on the 1995 truck. Alderman Kehoe and Mr. Melancon discussed how the trucks are used to transport tractors from Oak Hill Cemetery to Pioneer Cemetery. Alderman Kehoe asked if the City could not afford a new truck what would be done with the 1995 truck. Mr. Melancon said they would have to keep the 1995 truck and use it.

Alderman Krause asked whether two plow trucks are necessary for the cemetery. Mr. Melancon said they have had two plow trucks for quite a while. He said they need two trucks, but not necessarily two plows. Mr. Flemming said that having two plows helps because there are a lot of roads in the cemetery. Alderman O'Neill asked what they would do if they only had one truck and it broke down. Mr. Flemming said if the truck went down they would have to borrow one from the Street Department. Mr. Flemming noted that the trucks are important to speeding up the operations of the cemetery; when they dig the graves, the dirt goes into the back of the truck and then gets dumped from the truck into the grave. Alderman Kupsik asked if the cemetery's trucks are available to the Street Department if they were needed. Mr. Flemming said they are available if the City needs them. Alderman Krohn asked how long it would take to plow the cemetery if they only had one plow. Mr. Melancon said it would take most of the day.

#### **Discussion/recommendation on sign standards for holders of Street Use Permit.**

City Clerk Hawes said the Council continued the second reading of Ordinance 12-03 which would allow street use permit holders to use signage in the right-of-way. He said the Council wanted to discuss what type of standards should be enforced with this signage. Mr. Hawes referenced zoning code 98-807(3) "Temporary Signs" as a possible starting point for the discussion. Alderman Krause said 32 square feet seemed too large for this type of signage. He suggested the Committee determine a smaller size limit that would be acceptable. Alderman O'Neill said he preferred the sign size be specified as part of the street use permit application and then the Council could decide whether to approve or not approve it. Alderman Hartz said 98-807(3) relates to advertising an event, like a garage sale, and does not believe it applies to this situation. He referenced Sec. 98-804 which states that no persons should park a vehicle in the right-of-way which has attached a sign or advertising with the purpose of advertising products. He said this provision prohibits the type of activity that is being discussed. Alderman Hartz said there are 115 registered non-profit groups in the city. He suggested this would open the door to all these other groups to apply for this sort of thing. He said he is not opposed to charitable organizations but it's a matter of what type of City we are and the type of business climate we want to run. Alderman O'Neill suggested the sign code is in violation of state laws as it pertains to political signage. He said the state statutes allow signage to be erected at the beginning of an election cycle. However, the local ordinances only allow signage within 30 days of the election. Alderman Kehoe said the signage that has been used for the Genoa City Lions Club motorcycle raffle has been distracting because it is close to the corner, near the traffic signals. She cautioned the Council about playing favorites with particular groups or applicants when it considers changes to the sign code. Alderman Marsala stated it isn't a matter of making an exception for a particular group but deciding how to deal with this particular situation that has come up. Alderman Krause said it boils down to the purpose of the ordinance and that it shouldn't have taken 19 years for the Council to realize the motorcycle raffle was in violation of the ordinance. Alderman Krohn suggested that the Genoa City Lions Club be grandfathered in to allow the signage. Alderman Kupsik said the City has clear sign codes about what type of signage is and is not allowed. He suggested the codes need to be followed when these type of issues come up. He did not believe the code should be changed for this one situation. Alderman Mott said he believes the Committee is making a mountain of a mole hill and doesn't have a problem with the signage being by the Genoa City Lions Club. Alderman Krause suggested that the Builder Inspector be asked for a recommendation on the sign standards.

**Update on election and redistricting communications.**

City Clerk Hawes said he wanted to update the Committee on the plan for communicating ward boundary changes to residents. He is planning to send postcards to the residents who have changed wards, informing them of their new aldermanic district and their polling location. Mr. Hawes said the postcards are being planned to go out in the middle of March, which is close enough to the April 3 election that the information will be fresh in residents' minds. Alderman Kehoe asked how people running for office are supposed to campaign when their constituents do not know what ward they live in. Alderman Krohn said the City Clerk has issued maps that identify the ward boundaries. Alderman Krause suggested the new maps be published in the newspaper and on the public access television station. Alderman Hartz asked how absentee voters will know which district they are voting in. City Clerk Hawes indicated that absentee voters will receive the ballot that is specific to the ward they reside in. He said a vast majority of residents did not change wards, but agreed that multiple resources should be used to communicate this information as the election approaches.

**Finance, License & Regulation Committee, Alderman Krause**

Alderman Krause said Comptroller Pollitt is working on carry-forwards which the Council should be reviewing at the second meeting in February. He said the Comptroller is working toward the goal of presenting a once-a-month snapshot of the City's overall finances.

Alderman Krause said he was asked about the status of the idea to change alderman terms from two year terms to three year terms. He said this topic was discussed at a prior Committee of the Whole and was met with mixed feelings. Mr. Krause indicated that state statutes provide that Council members serve a two or four year term, but the local ordinances could provide for three year terms. He said changing the ordinance would require a charter ordinance with a super-majority vote. Alderman Kupsik suggested it is something the Council continues to pursue as it would add more stability to the Council. Alderman Marsala said he is in favor of extending terms but not longer than three year terms. Alderman Krause said he supported the idea because there is a tremendous learning curve involved with becoming an efficient alderman. He suggested that consistency would better serve the City. He also said City staff would support the longer terms because it would help with achieving longer term projects and objectives. Alderman Krohn said she opposed the idea. She suggested if it took an alderman the length of their term to learn the position and if they wished to continue to be an alderman then they should simply run for re-election. Alderman O'Neill suggested it is not a good time to change this ordinance when three aldermen are on their way out of office.

Alderman Hartz suggested that the City explore whether businesses licenses can be held or revoked from businesses that are not current with their personal property tax payments. Alderman Krohn indicated that some businesses that didn't pay their personal property taxes in the past had these taxes written off, which wasn't fair. Alderman Krause indicated that he spoke to the City Treasurer and Comptroller and they said tax collection has gone well.

**Personnel Committee, Alderman Hartz**

Alderman Hartz said the Personnel Committee will be meeting in closed session at its next meeting to conclude the personnel performance evaluations. He said the Committee has been meeting with department heads to discuss the evaluations and the Committee has gotten good insight on current challenges and opportunities.

**Public Works Committee, Alderman Mott**

Alderman Mott provided a summary of the last Public Works Committee meeting. He said that the Main Street traffic signals and sidewalk saw cutting proposal are a couple items that will be considered at the next Council meeting. He said the next committee meeting is scheduled for February 16 at 6 p.m.

Alderman Kehoe asked whether lighting was going to be installed on Edwards Blvd. Mayor Connors said the Council voted to fund the lighting with TID funds. He said DPW Winkler is working with the power company to coordinate the installation. Alderman Krause asked about the snow removal operations and suggested that the 24-hour period that residents have to shovel walks may need to be clarified better. Alderman Mott said a lot of issues were hammered out at the special meeting last week between staff and some business owners. Alderman Kehoe proposed that more common sense be applied when the City enforces sidewalk clearing rules, as there are some properties that do not have connecting sidewalks. Mayor Connors suggested that the snow removal operations are discussed again at the February 16 Public Works Committee meeting.

**Piers, Harbors, & Lakefront Committee, Alderman Marsala**

Alderman Marsala said the next meeting is scheduled for Thursday, February 23 at 5 p.m. He said the meeting may be changed to 5:30 p.m. to avoid conflict with the Utility Commission meeting. He asked that aldermen notify him of any issues that should be discussed at this meeting.

**Utility Commission, Aldermen Marsala and Hartz**

Alderman Hartz said the Utility Commission reviewed and approved a 2012-2016 Capital Improvement Program at its last meeting. He said the commission also addressed the issue of employee compensation.

**Tree Board, Alderman Mott**

No meeting, no report.

**Police & Fire Commission, Alderman Krause**

Alderman Hartz said the last meeting was primarily held to approve the bills. He said the Fire Chief and one of the members of the Police and Fire Commission are working to revise the City's fire code to make it more in line with the State's code. He said the City's current code is much more restrictive than the State's.

**Planning Commission, Alderman Hartz**

Alderman Hartz noted the Plan Commission reviewed four sign applications at its last meeting. Alderman Kehoe asked if there was a public hearing on the Anchor church project. Alderman Hartz said a date has not been set yet for a public hearing for that project.

**Board of Park Commissioners, Alderman Kupsik**

Alderman Kupsik said there was continued discussion with the skateboard park update at the last meeting. He said a DVD was distributed to the commissioners regarding a proposed railroad heritage trail concept. The Board will be discussing this item more closely at its meeting in March.

**Library Board, Alderman Krause**

Alderman Krause said the Library is working on a final version of an updated employee handbook. He also said the Library has been very thorough with its finances. He noted that the Library is seeing the pay-off from the high efficiency furnaces that were installed.

**Historic Preservation, Alderman Kehoe**

Alderman Kehoe said she will invite members from the Friends of Geneva Theater to the next Committee of the Whole meeting to give an update with where they are at in their efforts.

**Cemetery, Alderman Krohn**

No meeting, no report.

**Parking Commission, Alderman Marsala**

Alderman Marsala said the Parking Commission elected Martin Smith as its new chairman. He said Mr. Smith is very organized and has a sincere and true interest in the parking issues in the City. Alderman Marsala said that the parking shuttle was popular during the Winterfest activities. He noted there is a new State law prohibiting scooters from parking on the sidewalk which will be something that the Parking Commission may need to address. He said the Parking Commission discussed adding four metered parking spaces at Wisconsin Street and Dodge Street. Alderman Marsala said the next meeting is scheduled for February 21 at 6 p.m.

Alderman Kehoe asked about the status of the parking lot behind Egg Harbor. Mayor Connors said Administrator Jordan sent an agreement to the property owner proposing the revenue structure remain unchanged. Alderman O'Neill suggested there may be additional parking spots available on Center Street between Wisconsin and Dodge Streets. Mayor Connors said the Parking Commission decided to revisit the possible addition of these parking stalls in 2013 after the new parking meters are installed. Alderman O'Neill asked if people will be able to pay for less than an hour's worth of time at the new parking kiosks. Alderman Marsala said this is a possibility that will be discussed.

**Communications Committee, Alderman O'Neill**

Alderman O'Neill said the committee discussed the addition of a City Facebook and Twitter page. He said City Clerk Hawes has created the pages and they are now online. Alderman O'Neill said staff is working on a disclaimer to public on the City website and social media pages. He said the next meeting is scheduled for March 21 at 7 p.m.

Alderman Kehoe asked for more information about the Facebook page. She expressed opposition for using social media, suggesting that public officials could get into trouble using Facebook. City Clerk Hawes explained the social media would be used as an extension of the City's website and as a tool to provide information to the public. He said that only a City page would be created, not personal pages for aldermen or staff. Mayor Connors said the social media pages would be used as a one-way communication tool and user comments would be limited to the extent that we are able to. City Clerk Hawes brought up the City's Facebook page on the monitors and gave a brief tour of the page.

**Avian Committee, Alderman Marsala**

No meeting, no report.

**Chamber of Commerce, Alderman Krause**

Alderman Krause said Winterfest was a success despite the warm weather. Mayor Connors commended the Chamber of Commerce for their work on Winterfest and Grace Ecklund for her efforts coordinating the sponsors. Alderman O'Neill suggested that spotlights be used during Winterfest at night because it gets pretty dark and difficult to see the sculptures.

**Lake Geneva Museum, Alderman Mott**

Alderman Mott said that Kathy Klaisner, Executive Director for the Lake Geneva Museum, has put in her resignation. A replacement has not been selected at this time. Alderman Mott provided a summary of the items on the Lake Geneva Museum Board agenda. He said that he will give the City Clerk copies of information about the museum's grand re-opening celebration.

**Lake Geneva Economic Development Corporation, Aldermen Hartz & Kupsik**

Alderman Kupsik said that the Lake Geneva Economic Development Corporation interviewed two real estate companies that were interested in real estate properties. Alderman Hartz added that the Lake Geneva Economic Development Corporation has been increasingly active with promoting business and bringing new business to the City.

**Geneva Lake Environmental Agency, Alderman O'Neill**

Alderman O'Neill said that the Geneva Lake Environmental Agency resolved a discrepancy in its book keeping reports. The other main item discussed was a partnership with Aurora for the "AuroraFest" being planned for the second week in May.

Kupsik/Marsala motion to adjourn at 9:02 pm. Unanimously carried.

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/s/ Michael D. Hawes, City Clerk

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