

FINANCE, LICENSE & REGULATION COMMITTEE
MONDAY, SEPTEMBER 22, 2014 - 6:00 PM
COUNCIL CHAMBERS, CITY HALL

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

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

Abby McDonald, W3423 Snake Road, Lake Geneva and Morgan Hallatt, W3211 Lake Forest Lane, Lake Geneva from Girl Scouts Troop 3016 gave a presentation on the effects of leaving dogs in vehicles during hot weather and asked the council to consider enacting an ordinance to protect animals in vehicles during hot weather.

Approval of Minutes

Kupsik/Wall motion to approve the Finance, License and Regulation Committee Meeting minutes of September 8, 2014, as prepared and distributed. Unanimously carried.

LICENSES & PERMITS

Establish “Trick or Treat” hours for the City of Lake Geneva for Sunday, October 26, 2014, from 1:00 p.m. to 4:00 p.m.

Wall/Kordus motion to recommend approval. Alderman Lyon stated last year he had received comments from merchants stating they were not in favor of the trick or treat hours on a Sunday. There was discussion on if there should be an alternate time. Alderman Wall stated he believed this was the best time. Alderman Kupsik stated this has always been the time used in the past and he has never formally received a complaint with the time interfering with merchants. Unanimously carried.

Request for Temporary Extension of Licensed Premises filed by Chad Bittner on behalf of Next Door Pub & Pizzeria, 411 Interchange North, to include parking lot area behind the restaurant during the “Next Door Pub & Pizzeria Fall Fest” event on Saturday, October 5, 2014 from noon to 10:00 p.m.

Wall/Kordus motion to recommend approval with correction of day to Sunday, October 5, 2014. Unanimously carried.

Original “Class B”/Class “B” Intoxicating Liquor & Fermented Malt Beverage License application filed by Scuttlebutts, 831 Wrigley Drive, Lake Geneva, Randy A. Horch, Agent.

Kupsik/Wall motion to approve. Unanimously carried.

Original 2014-2015 Operator’s (Bartender) License applications filed by Julia Hallock, Allyssa Ingram, Desiree Newell and Chaz Wagner.

Kupsik/Kordus motion to approve. Unanimously carried.

Renewal of 2014-2015 Operator’s (Bartender) license applications filed by Gweneth Garber, Pamela Quiller and Kara Vogt.

Wall/Kordus motion to approve. Unanimously carried.

Presentation and Discussion/Recommendation on Girl Scout Government Project – Help enact legislation to protect animals in vehicles in hot weather.

Alderman Kupsik stated it was nice to hear the Girl Scouts were involved with this project and bringing awareness to the issue.

Kupsik/Kordus motion to send to city council without recommendation for further discussion. Administrator Jordan stated this item will be on the October 13th city council agenda. Alderman Kordus clarified that the reason the item is not on the September 22nd agenda is that it needs to be publicized. Unanimously carried.

Discussion/Recommendation on award of contract to Dan Larsen Landscape of Cedarburg, WI for the 2014 Fall Tree Planting in the amount of \$27,772.00 funded by the Capital Projects Fund.

Kordus/Wall motion to approve. Alderman Kehoe suggested the matter be put back out to allow local businesses a chance to bid. Alderman Kupsik asked DPW Winkler if this is a separate list than what was presented at the last Tree Board meeting by the arborist. Mr. Winkler stated yes it is a different list as the list approved at the Tree Board meeting were trees to be removed between now and next spring. He further stated that trees have a much higher rate of survival being planted in the fall. Alderman Wall asked Mr. Winkler if he knows why the city only received two bids. Mr. Winkler stated his office contacted 15 regional landscaping firms; 6 took out packets and only 2 bids were received. He stated this could be due to being a busier time of year as it has been a good year for landscaping and construction. Mr. Wall asked why there was such a difference in price between the two bids. Mr. Winkler stated it could be because this is the first time that All-Ways has bid on this project.

Alderman Kehoe reiterated she believes this item should go out for bid again. Alderman Kupsik said the arborist had mentioned Dan Larsen Landscaping has done the tree planting in the past and has done a good job with little to no supervision. He further stated the tree board recommended Dan Larsen for the contract. Ms. Kehoe agreed, however, she felt that the city should still go out for further bids. She also questioned if residents need permits to take down trees. Mr. Winkler stated that the city does not allow residents to take down a tree in the parkway. The Street Department maintains the trees in the parkway including removal. However, if there is a power line running through the tree, then Alliant Energy would be responsible for care and removal. Mr. Winkler further stated if the tree is on private property, no permit is required. Alderman Lyon stated he does not see any benefit on putting this back out for bid as 15 landscaping businesses were contacted. Alderman Kordus noted that if we went out for bids again, it would push the planting out to the spring as the bids would not be back in a timely fashion for fall planting as desired. Alderman Kupsik said this contractor plants the trees in November, which is the best time for tree planting and agreed that the committee should move forward with this item. Motion carried 4 to 1 with Alderman Kehoe voting “no.”

Discussion/Recommendation on award of contract to Stark Asphalt of Milwaukee for the 2014 Street Improvement Program in the amount of \$879,325.61 funded by the Capital Projects Fund.

Kordus/Wall motion to approve. Mr. Winkler stated this is funded from the borrowing from earlier this year and involved the street list that public works committee had approved. It includes the Street Department parking lot, two alleys that were discussed, the Fire Department repair patch and also is partially funded through the Local Road Improvement Program. He stated they combined lots of components of the one contract to save on the costs of generating the bids and design. Mr. Winkler noted there will also be a Capital Improvement carryover resolution covering this amount that will be discussed later this evening. He stated the cut off was made at a dollar amount that was reasonable and followed the list approved by public works committee as closely as possible. Alderman Kordus pointed out that this list was approved by council and is the expenditure for that list. Mr. Winkler also stated this is the first time since he has been with the city, that there have been three bidders on the street program, as in past years it was just the local asphalt contractor. He believes the large contract attracted more bidders. Alderman Kehoe asked what was going to be done with the alley on Warren Street. Mr. Winkler stated it was not one of the two that were on the list. There was further discussion on patching alleys. Motion carried 4 to 0, with Alderman Kehoe abstaining.

Discussion/ Recommendation on renewal of Liability, Property and Workman’s Compensation policy.

Kordus/Kupsik motion to approve. Administrator Jordan stated the coverage’s went up about \$400. However, there was a 9% increase in workman’s compensation as the city did not have a good year for claims. He stated the final number is \$332,061, which is a \$27,107 increase. Since the rate is averaged over three years, the amount may decrease in the future. Alderman Wall asked if the injuries were all in one department and Mr. Jordan stated they were all spread out. Alderman Kordus asked if this was put out to bid. Mr. Jordan stated no, the city has a good history with this company, who has been in business for 25 years working specifically with cities and villages. He stated they also provide about 15 more coverage’s than private sector. Unanimously carried.

Resolution 14-R43, amending the 2014 Capital Projects Fund Budget for the City of Lake Geneva.

Kordus/Kupsik motion to approve. Alderman Kordus stated the \$17,000 for library blinds seems like a high cost and questioned if the Library went out for bids. Alderman Lyon stated that he is on the Library Board and commented the final bid came in just under \$17,000. However, part of that amount is due to the addition of a privacy shade for the Smith Meeting room. He confirmed that they did receive multiple bids. Alderman Wall stated the other bid was \$9,000 and asked if that included the privacy blind as well. Mr. Lyon stated that no, it did not. Mr. Wall asked who the third bid was from. Mr. Lyon stated he did not have that information with him. Mr. Jordan stated he did not know either. Alderman Kordus asked for clarification on who received the bid. Mr. Jordan stated the committee is not approving the sale of the contract; they are approving the funding. Motion carried 4 to 1 with Alderman Wall voting “no.”

Presentation of Accounts

Purchase orders. None.

Kupsik/Kordus motion to recommend approval of Prepaid Bills in the amount of \$7,991.44. Motion carried 4 to 1 with Alderman Wall voting “no.”

Kordus/Kupsik motion to recommend approval of Regular Bills in the amount of \$212,710.34. Unanimously carried.

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

Adjournment

Kupsik/Kordus motion to adjourn at 6:42 p.m. Unanimously carried.

/s/ Sabrina Waswo, City Clerk

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