

**REGULAR CITY COUNCIL MEETING
MONDAY, APRIL 8, 2019 – 7:00 PM
COUNCIL CHAMBERS, CITY HALL**

Members: Mayor Tom Hartz, Council President, Ken Howell, Council Vice President, John Halverson, Alderpersons: Selena Proksa, Doug Skates, Tim Dunn, Cindy Flower, Shari Straube, and Rich Hedlund

Mayor Hartz called the meeting to order at 7:16 p.m.

Aldersperson Skates led the Council in the Pledge of Allegiance.

Roll Call:

Present: Proksa, Skates, Dunn, Flower, Straube, Halverson, Hedlund, and Howell

Absent: None

Awards, Presentations, Proclamations, and Announcements

None

Re-consider business from previous meeting

None

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

Acknowledgement of Correspondence

Clerk Kropf noted that there is no correspondence

Approve Regular City Council Meeting minutes of March 11, 2019, as prepared and distributed

Motion by Hedlund to approve, second by Skates. No discussion. Motion carried 8-0.

CONSENT AGENDA– *Recommended by Finance, Licensing and Regulation on March 19, 2019 and April 2, 2019*

Any item listed on the consent agenda may be removed at the request of any member of the Council. The request requires no second, is not discussed, and is not voted upon.

-2019-2020 Original & Renewal Operator License applications filed by various applicants as listed in packet

-Event Permit Application filed by the Downtown Business Improvement District for the event of Mother's Day Wine Walk to be held Sunday, May 12, 2019 from 1:00 p.m. to 4:00 p.m. at various businesses in the downtown (as listed in the packet)

-Temporary Class "B"/ "Class B" Retailer's License Application filed by Side by Side for the event of Mother's Day Wine Walk to be held May 12, 2019 (1:00 p.m. to 4:00 p.m.) at various businesses in the downtown (as listed in the packet)

Motion by Howell to approve the consent agenda, second by Proksa. No discussion. Motion carried 8-0.

Items Removed from the Consent Agenda

None

Discussion/Action regarding **Resolution 19-R29** a resolution authorizing the Police Department Part-Time Telecommunicator (Dispatcher) pay grade change from Grade 4 to Grade 6

Motion by Skates to approve, second by Hedlund. Skates noted that this is to align the part-time dispatchers with the full-time as the work is the same. Flower noted that she would like to City Staff take a look of the compensation comprehensively instead of piece by piece. Motion carried 8-0.

Discussion/Action regarding **Resolution 19-R30** a resolution authorizing the creation of the Police Department Part-Time Community Service Officer with a Pay Grade of 5

Motion by Hedlund to approve, second by Proksa. Hedlund spoke in favor of the creation of this position. Motion carried 8-0.

Finance, Licensing, and Regulation Committee Recommendations of March 19, 2019 and April 2, 2019- Alderperson Howell

Discussion/Action regarding **Resolution 19-R19** a resolution approving the assigned fund balance for the Police Department donations account as of 12/31/18

Motion by Howell to approve, second by Hedlund. No discussion. Motion carried 8-0.

Discussion/Action regarding **Resolution 19-R20** a resolution approving the assigned fund balance for the Police Department State seizures account as of 12/31/18

Motion by Howell to approve, second by Halverson. No discussion. Motion carried 8-0.

Discussion/Action regarding **Resolution 19-R21** a resolution approving the assigned fund balance for the Police Department uniform allowance account as of 12/31/18

Motion by Howell to approve, second by Hedlund. No discussion. Motion carried 8-0.

Discussion/Action regarding **Resolution 19-R22** a resolution approving the assigned fund balance for the Fire Department EMS-Act 102 account as of 12/31/18

Motion by Howell to approve, second by Straube. No discussion. Motion carried 8-0.

Discussion/Action regarding **Resolution 19-R23** a resolution approving the assigned fund balance for the Fire Department CPR account as of 12/31/18

Motion by Howell to approve, second by Halverson. No discussion. Motion carried 8-0.

Discussion/Action regarding **Resolution 19-R24** a resolution approving the assigned fund balance for the Fire Department Donations account as of 12/31/18

Motion by Howell to approve, second by Skates. No discussion. Motion carried 8-0.

Discussion/Action regarding **Resolution 19-R28** authorizing the write off of 2013-2016 delinquent personal property taxes in the amount of \$1,056.05 deemed uncollectible

Motion by Howell to approve, second by Proksa. Howell noted that this is done periodically and these are taxes from businesses that are no longer open. Finance Director Hall stated that this is only the City's portion of the personal property tax that would be written off. Motion carried 8-0.

Discussion/Action regarding approval of the City of Lake Geneva Event Permit Policy and Application (FLR approved March 5, 2019)

Motion by Howell to approve, second by Hedlund. Howell noted that this will help the City structure how events get approved and what groups may have fees waived. Clerk Kropf thanked the Council for their support on the creation of this policy. She also thanked Assistant City Clerk Nan Elder for doing the research and putting the policy together. Motion carried 8-0.

Planning Commission Recommendations of March 18, 2019- Alderperson Skates

Discussion/Action of a Certified Survey Map (CSM) for Fairwyn SB, Inc., 875 Townline Road, Unit 103, Lake Geneva, WI 53147, for the duplex lot separation in the Planned Development zoning classification to create individual lots for units 101 & 103 Cadence Circle as identified on the certified survey dated 1/17/19 for Tax Key No. ZB00509-1 & ZB00509-2

Motion by Skates to approve, second by Hedlund. Skates explained that this consistent with the City's zoning requirements for duplexes. Motion carried 8-0.

Discussion/Action on **Resolution 19-R26** for a Conditional Use Permit (CUP) filed by Geneva Properties, LLC, 612 Wells Street, Suite F, Lake Geneva, WI 53147, requesting to allow the addition of a mechanical room to the exterior of the multi-family structure located at 695 S. Lake Shore Drive, located in Two-Family Residential – 6 (TR-6) zoning district, Tax Key No. ZA134700001

Motion by Skates to approve, second by Howell. Skates noted that this would just be an addition of this room and will match the rest of the house. Motion carried 8-0.

Discussion/Action on **Resolution 19-R27** for a Conditional Use Permit filed by CDS Investments, LLC, for the property located at 1550 Lake Shore Drive, to utilize the Single Family – 4 (SR-4) zoning in the Estate Residential – 1 (ER-1) zoning, to raze and rebuild a portion of the Single Family Residence, and small addition to the front entry Tax Key No. ZLM00048

Motion by Skates to approve, second by Proksa. Skates explained that this would allow for an overhang on a home that exceeded the setback. Motion carried 8-0.

Presentation of Accounts – Ald. Howell (Recommended by the Finance, Licensing and Regulation Committee on March 19, 2019)

Prepaid Bills in the amount of \$36,472.12

Motion by Howell to approve, second by Skates. No discussion. Motion carried 8-0.

Regular Bills in the amount of \$122,411.85

Motion by Howell to approve, second by Halverson. Howell noted that the payment of \$140,044.00 is not included in this list as it is listed in the following prepaid bills. Motion carried 8-0.

Presentation of Accounts – Ald. Howell (Recommended by the Finance, Licensing and Regulation Committee on April 2, 2019)

Prepaid Bills in the amount of \$168,735.56

Motion by Howell to approve, second by Straube. No discussion. Motion carried 8-0.

Regular Bills in the amount of \$235,049.51

Motion by Howell to approve, second by Skates. No discussion. Motion carried 8-0.

Adjournment

Motion by Hedlund to adjourn the meeting, second by Halverson. Motion carried 8-0. The meeting adjourned at 7:54 p.m.