

**REGULAR CITY COUNCIL MEETING MINUTES  
MONDAY, FEBRUARY 11, 2019 – 6:00 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 6:01 p.m.

Aldersperson Hedlund let 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**

Parking Enforcement will begin on March 1, 2019

Mayor Hartz noted that paid parking and parking enforcement will begin on March 1, 2019.

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 wasn't any correspondence to acknowledge at this time.

Approve Regular City Council Meeting minutes of January 28, 2019, as prepared and distributed

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

CONSENT AGENDA– Recommended by Finance, License and Regulation on February 5, 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.

-2018-2019 Original & Renewal Operator License applications filed by various applicants as listed in packet

-Event Permit Application filed by the Geneva Lake Arts Foundation for the event of Art in the Park to take place on August 10, 2019 (10:00 a.m. to 5:00 p.m.) and August 11, 2019 (10:00 a.m. to 4:00 p.m.) located in Flat Iron Park

-Event Permit Application filed by Badger High School for the event of Badger High School Graduation to take place on June 9, 2019 (12:30 p.m. to 3:30 p.m.) located at 600 N Bloomfield Road

-Event Permit Application filed by the Lake Geneva Jaycees for the event of the Easter Egg Hunt to take place on April 20, 2019 (8:00 a.m. to Noon) located in Seminary Park

-Temporary Class "B"/ "Class B" Retailer's License Application filed by St Francis De Sales for the event of Italian Fest to be held March 2, 2019 (6:00 p.m. to 10:00 p.m.) located at 148 W Main St- Parish Center

-Temporary Operator License Application filed by Phillip Neimeyer for the event of Walworth County Food Pantry 10<sup>th</sup> Anniversary Celebration to be held April 28, 2019 located at the Lake Geneva Museum, 255 Mill St, Lake Geneva, WI

-Temporary Class “B”/ “Class B” Retailer’s License Application filed by Brown’s Lake Aquaducks Water Ski Club for the event of Aquaduck Fall Fundraiser to be held November 9, 2019 located at the Riviera Ballroom, 812 Wrigley Dr, Lake Geneva, WI

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

Items Removed from the Consent Agenda

None

Second Reading of **Ordinance 19-02** an ordinance amending Chapter 74, Traffic and Vehicles, Section 74-221, Parking Meters, Subsection (h), Authorized City Parking Stickers, Clarifying Limitations and Requirements for City Parking Stickers

Mayor Hartz offered Ordinance 19-02 as a second reading for the Council consideration.

Motion by Hedlund to approve Ordinance 19-02, second by Skates. Flower questioned why the amount of the allowable business stickers is being increased and questioned why the Walworth County is still available. She wondered if there could be a radius allowed instead. Finance Director Hall noted that previous administrations had authorized the availability of four stickers, but then the ordinance did not allow for that many. She spoke with Attorney Draper and they decided that this would be a better clarification for the front counter staff.

Motion to amend by Flower to change item h(1) in the proposed ordinance to allow for business owners to have one sticker instead of two as currently stated, second by Straube. Motion failed 0-8, with all voting no.

Original motion was reread, motion carried 8-0.

Second Reading of **Ordinance 19-03** an ordinance amending Chapter 74, Traffic and Vehicles, Section 74-221, Parking Meters, by adding Subsection (i), Challenges to Parking Citations, Adding Procedures for Contesting Parking Citations

Mayor Hartz offered Ordinance 19-03 as a second reading for the Council consideration.

Motion by Heldund to approve Ordinance 19-03, second by Halverson. Attorney Draper explained that there isn’t a limitation on when severely out of date parking tickets are reviewed by the Municipal Court. He noted that these changes would clarify that process. Motion carried 8-0.

**Finance, License, and Regulation Committee Recommendations of February 5, 2019- Alderperson Howell**

Discussion/Recommendation regarding **Resolution 19-R04** a resolution authorizing the amendment of the 2019 General Fund to reallocate 2019 Health Insurance Costs to City of Lake Geneva department budgets

Motion by Howell to approve, second by Skates. Howell noted that this is a housekeeping issue and a better way to track the Health Insurance costs for each department. Motion carried 8-0.

Discussion/Recommendation regarding **Resolution 19-R05** a resolution authorizing the amendment of the 2019 General Fund and Parking Fund Operating Budgets to utilize contingency funds for increased wages/benefits for the full time Front Counter Clerks and Building & Zoning Administrative Assistant in an amount not to exceed \$19,719

Motion by Howell to approve, second by Straube. Howell noted that this grade change was approved in December with the use of contingency, but that this resolution would show the amendment to the budget. Motion carried 8-0.

Discussion/Recommendation regarding **Resolution 19-R06** creating a policy for Capital Projects; Specifically increasing the current threshold of \$5,000 to \$10,000

Motion by Howell to approve, second by Flower. City Administrator Nord explained that this is best practice and will not go into effect until budget year 2020. Motion carried 8-0.

Discussion/Recommendation regarding **Resolution 19-R07** a resolution authorizing the Clerk’s Office Part-Time Front Counter Clerk Wage Grade increase from Grade 4 to Grade 7

Motion by Howell to approve, second by Flower. Proksa noted that this should have been taken care of when the full time front counter clerks were increased. Hedlund noted that this isn’t arbitrary, but is coming due to an increase in work responsibilities and duties. Motion carried 8-0.

**Presentation of Accounts – Ald. Howell (Recommended by Finance, License and Regulation Committee on February 5, 2019)**

Purchase Orders

None

Prepaid Bills in the amount of \$101,574.07

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

Regular Bills in the amount of \$219,681.68

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

**Adjournment**

Motion by Hedlund to adjourn the meeting of the Common Council, second by Halverson. Motion carried 8-0. The meeting of the Common Council adjourned at 6:41 p.m.