

**FINANCE, LICENSE & REGULATION COMMITTEE MINUTES**  
**TUESDAY, JUNE 5, 2018 – 6:00 PM**  
**CITY HALL, MEETING ROOM 2A**

**Committee Members:** Chairperson Ken Howell, Alderpersons: Selena Proksa, Doug Skates, John Halverson, and Rich Hedlund

The meeting of the Finance, License, and Regulation Committee was called to Order by Chairperson Howell at 6:32p.m.

**Roll Call:** Clerk Kropf called the roll and noted that Hedlund, Howell, Proksa, Skates, and Halverson were all present. She also noted that others present included Mayor Hartz, City Administrator Oborn, Finance Director Hall, and Clerk Kropf

**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

**Approve the Regular Finance, License and Regulation Committee Meeting minutes of May 22, 2018, as prepared and distributed**

Motion by Skates to approve the minutes of the May 22, 2018 Finance, License, and Regulation Committee meeting, second by Hedlund. Motion carried 5-0.

**Licenses & Permits**

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

Motion by Skates to approve the 2018-2019 Original & Renewal Operator License applications, second by Hedlund. No discussion. Motion carried 5-0.

**Discussion/Recommendation regarding Renewal of Taxi Cab Company License applications filed by Cruzin Transportation; 32200 45<sup>th</sup> St #58, Burlington, WI**

Motion by Hedlund to approve the renewal of taxi cab company license application filed by Cruzin Transportation, second by Skates. No discussion. Motion carried 5-0.

**Discussion/Recommendation of Event Permit application made by Shad Branen & Bridget Leech for the event of Geneva Theater 90<sup>th</sup> Anniversary Red Carpet Celebration to be held on June 28, 2018 from 4:00 p.m. to 11:00 p.m. at 244 Broad St (Geneva Theater)**

Motion by Halverson to approve the event permit application for the Geneva Theater for the event of 90<sup>th</sup> Anniversary Red Carpet Celebration, second by Skates. Clerk Kropf explained that this item will still need to go before the Public Works Committee prior to Council consideration. Motion carried 5-0.

**Discussion/Recommendation of Event Permit application made by the Lake Geneva Business Improvement District for the event of Oktoberfest to be held on October 6, 2018 and October 7, 2018 at the 200 block of Broad Street and Flat Iron Park**

Motion by Skates to approve, second by Proksa. No discussion. Motion carried 5-0.

**Discussion/Recommendation of Street Banner Permit Application made by VISIT Lake Geneva for the event of Winterfest 2019; Banners to be displayed January 1, 2019 through February 4, 2019 (City Administrator to approve banner display; Applicant is requesting waiver of all fees; Item carried over from April 17, 2018 Finance, License, and Regulation Committee Meeting)**

Hedlund noted that he felt that the Public Works budget shouldn't be used to hang banners for other organizations. He felt that this would be a great thing for the Tourism Commission to review.

Motion by Hedlund to notify VISIT to find funding from the Tourism Commission instead of waiving the fees, second by Halverson. Motion carried 5-0.

## **Recommendations from Personnel Committee-Pending Meeting to be held June 5, 2018**

### Discussion/ Recommendation on advance filling likely Public Works Department Vacancy

City Administrator noted that there will be a position retiring due to health issues. He added the personnel recommending filling the vacancy.

Motion by Skates to approve, second by Halverson. Motion carried 5-0.

### Discussion/Action/Recommendation on Employee Health Benefits including:

#### Claims Paid 6 Month Rolling Average

Oborn reviewed the numbers. No discussion and no action.

#### Wellness Program with HealthCheck 360

Oborn noted that this will expire on July 1, 2018 and with the proposed switch to the state health plan, it was agreed that this program was no longer necessary and that the City should not renew.

Motion by Hedlund to discontinue the Wellness Program with HealthCheck 360, second by Skates. Motion carried 5-0.

#### Transparency Program with DirectPath

Oborn noted that the Personnel Committee wanted to see this continue and it costs \$3200.00. This will help employees transition to the state health plan.

Motion by Hedlund to approve, second by Skates. Motion carried 5-0.

#### July 1, 2018 COBRA rates

Oborn noted that the rates are increasing with the single rate increasing at 6.3% and the family rate being raised by 11.3%. This would make the rate for a single \$1,393.75 and for the family \$3,045.43.

Motion by Hedlund to approve, second by Skates. Motion carried 5-0.

#### Working Spousal Surcharge Resolution

Oborn noted that the Personnel Committee recommended ending the spousal surcharge effective July 1, 2018. Oborn noted that if the committee took no action the surcharge amount will increase to reflect the new COBRA rates.

Motion by Halverson to remove the spousal surcharge effective July 1, 2018, second by Skates. Motion failed 2-3, with Howell, Hedlund, and Proksa voting no.

#### Employee Premium Share Resolution

Oborn noted that the employee premium share is currently only for the family plan holders and will increase with the new COBRA rates as well.

Motion by Hedlund to take no action, second by Proksa. Motion carried 5-0.

### Discussion/Recommendation regarding Pay Request #1 from Willkomm Excavating and Grading INC for the Main Street Construction Contract in the amount of \$192,340.67(Contingent upon City receipt of lien waivers)

Mayor would like to know if there is a payment bond and if the City Attorney has reviewed it yet.

Motion by Hedlund to send to Council without recommendation, second by Halverson. Motion carried 5-0.

## **Presentation of Accounts**

### Purchase Orders

None

Prepaid Bills in the amount of \$47,198.62

Motion by Skates to approve second by Proksa. No discussion. Motion carried 5-0.

Regular Bills in the amount of \$135,333.29

Motion by Hedlund to approve second by Skates. No discussion. Motion carried 5-0.

Motion to go into Closed Session pursuant to Wis. Stat. 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility regarding employee contracts, pay, and benefits for: Jim Flower, Code Enforcement Officer / Assistant Building Inspector

Motion by Hedlund to convene the Finance Committee into closed session, second by Halverson. Motion carried on a roll call vote 5-0. The committee convened into closed at 6:56 p.m.

Motion to return to open session pursuant to Wisconsin Statutes 19.85 (2) and take action on any items discussed in closed session

Motion by Halverson to reconvene the committee into open session, second by Proksa. Motion carried on a roll call vote 5-0. The committee reconvened in open session at 7:03 p.m.

Motion by Hedlund to approve changing the title from Code Enforcement to Assistant Building Inspector and to increase the pay from a grade 5 to a grade 7 and to direct staff to have the Building & Zoning Administrator at the Council meeting to discuss further, second by Skates. Motion carried 5-0.

Adjournment

Motion by Skates to adjourn the meeting of the Finance, License, Regulation Committee meeting, second by Hedlund. Motion carried 5-0. The meeting adjourned at 7:04 p.m.