

REGULAR CITY COUNCIL MEETING MINUTES
MONDAY, SEPTEMBER 10, 2018 – 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 6:00 p.m.

Alderpersion Skates led the Council in the Pledge of Allegiance.

Roll Call

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

Absent: Straube and Flower were absent and excused.

Others Present: Mayor Hartz, City Attorney Draper, Interim City Administrator Berner, Finance Director Hall, and Clerk Kropf

Awards, Presentations, and Proclamations

Library Card Sign-Up Month Proclamation

Mayor Hartz proclaimed the month of September as Library Card sign-up month. He also encouraged all citizens of the City to visit the library and sign-up for a card.

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 August 27, 2018, as prepared and distributed
Motion by Hedlund to approve the minutes, second by Skates. No discussion. Motion carried 6-0.

CONSENT AGENDA– Recommended by Finance, License and Regulation on September 4, 2018

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 filed by the Club Scoot Jockeys for the event of Skootoberfest 10 to be held on October 6, 2018 at Cobb Park during the hours of 11:00 a.m. to 8:00 p.m. (Approved by the Board of Park Commissioners on August 22, 2018)

-Park Reservation Permit filed by SCW Walworth/Ryan Dover for use of Veterans Park, North Side Soccer Fields to be used the following dates and times: Practices (5:00 to 7:30 PM): 8/14, 8/21, 8/28, 9/4, 9/11; and Games: 9/8 (3:00 PM), 9/16 (3:00 PM), 9/22 (10:00 AM) (June 25, 2018 Park Board Discussion-SCW Walworth Soccer: Motion Olsen/Straube to recommend approval of the use of Vets Park during the months of August and September 2018, (Tuesdays in August and Tuesdays and Saturdays in October) for SCW Walworth Soccer practice and games, contingent on permits being prepared and forwarded to City Council. Motion Carried. Mr. Dover to return next month with additional permits for the soccer season; Approved by the Board of Park Commissioners on August 22, 2018)

-Park Reservation Permit filed by Brittany Speckman for use of Flat Iron Park and Brunk Pavilion for the event of Speckman/Israil Wedding to be held on July 27, 2019 from 1:30 p.m. to 3:30 p.m. (Approved by the Board of Park Commissioners on August 22, 2018)

-Temporary Class "B"/ "Class B" Retailer's License Application filed by the Lake Geneva Rotary Club to be used at the event of Oktoberfest on October 6, 2018 and October 7, 2018 at the 200 block of Broad St. and Geneva St.

Motion by Skates to approve the consent agenda as presented, second by Proksa. No discussion. Motion carried 6-0.

Items Removed from the Consent Agenda

None

First Reading of Ordinance 18-08 amending subsection (1)(a) meeting of Section 2-249, Finance, Licensing, and Regulation Committee, Generally of Article II City Council of Chapter 2, Administration of the Municipal Code of the City of Lake Geneva; Relating to the days and times of meetings for the Finance, Licensing, and Regulation Committee
Mayor Hartz offered Ordinance 18-08 as a first reading and this will be before the Council on September 24, 2018.

Finance, License, and Regulation Committee Recommendations of September 4, 2018- Ald. Howell

Discussion/Action to approve a payment to Gage Marine in the amount of \$29,831.37 as part of the 2016-2018 Pier Maintenance Contract

Motion by Howell to approve, second by Hedlund. Howell noted that this is a part of the current maintenance contract with Gage Marine. Dunn wondered if this work has been inspected by anyone at the City, or if this was just at the discretion of Gage Marine. Mayor Hartz noted that the Public Works Director Earle and Harbormaster Gray do sign off on the work. Council discussion included that this work is part of a three-year agreement and that agreement will expire at the end of 2018. Motion carried 6-0.

Discussion/Action regarding the purchase of four new soccer goals with nets, removable lever lifting wheels, and caster wheel dolly kit in an amount not to exceed \$7,235.00; funding to be paid from the Park Fund

Motion by Howell to approve, second by Halverson. Howell explained that this is going to be paid for from the park fund and is a necessary purchase as the old ones are no longer useable. Motion carried 6-0.

Discussion/Action of Resolution 18-R61 a resolution establishing a Fund Balance Policy for the City of Lake Geneva

Motion by Howell to approve, second by Proksa. Finance Director Hall addressed the Council regarding the proposed fund balance policy. She noted that the current policy is one sentence from an older resolution and that the City's auditing firm has recommended a more comprehensive policy be adopted. Motion carried 6-0.

Personnel Committee Recommendations of September 4, 2018- Ald. Proksa

Discussion/Action regarding updated language to City of Lake Geneva Employee Handbook regarding full-time and part-time Department of Public Works employee residency requirements

Motion by Hedlund to approve, second by Howell. Hedlund noted that this is a housekeeping item; it was discussed at the committee, yet it was never formally changed in the handbook. Motion carried 6-0.

Discussion/Action regarding proposed schedule for Lake Geneva City Administrator Recruitment Process

Motion by Howell to approve, second by Halverson. Mayor Hartz noted that this would be the schedule that would be followed as the City continues its recruitment process to find the new City Administrator. Hedlund noted that he was not in favor of having meetings on weekend days. Council discussion included changing the finalists meet and greet along with the interviews being conducted on a Thursday and Friday. Mayor Hartz noted that the City would need to be careful on how they address the candidates, because if they are called finalists they are subject to open records requests. This could be problematic as their current employers may not know they are seeking new employment. Motion carried 4-2, with Hedlund and Halverson voting no.

Presentation of Accounts – Ald. Howell (Recommended by Finance, License and Regulation Committee on September 4, 2018)

Purchase Orders

None

Prepaid Bills in the amount of \$82,148.81

Motion by Howell to approve, second by Skates. No discussion. Motion carried 6-0.

Regular Bills in the amount of \$79,756.38

Motion by Howell to approve, second by Skates. Alderperson Dunn inquired as to what the payment of impact fees was to the Utilities. Finance Director Hall stated that impact fees are collected by the City initially and then the Utilities will be given their portion. Motion carried 6-0.

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:

-Assistant City Clerk

Motion by Hedlund to convene the Council into closed session and to include all City staff present, second by Skates. Motion carried on a roll call vote. The Council convened into closed session at 6:35 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 Howell to reconvene the Council into open session, second by Proksa. Motion carried on a roll call vote 6-0. The Council reconvened into open session at 7:03 p.m.

Motion by Skates to approve the merit increase to the Assistant City Clerk per the compensation policy adopted by the Council, and as discussed in closed session, second by Proksa. Motion carried on a roll call vote 6-0.

Adjournment

Motion by Dunn to adjourn the meeting of the Common Council, second by Hedlund. Motion carried 6-0. The meeting adjourned at 7:05 p.m.

MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE COMMON COUNCIL