

# **CITY COUNCIL MEETING**

## **MONDAY, AUGUST 12, 2013 – 7:00 PM**

### **COUNCIL CHAMBERS, CITY HALL**

Mayor Connors called the meeting to order at 7:00 p.m.

The Pledge of Allegiance was led by Alderman Wall.

**Roll Call.** Present: Mayor Connors, Aldermen Hougen, Wall, Hill, Kehoe, Kupsik, Taggart and Lyon. Absent: Alderman Mott (excused). Also present: Administrator Jordan, DPW Winkler, City Attorney Draper and City Clerk Hawes.

**Awards, Presentations, and Proclamations.** 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.**

City Clerk Hawes reported the City received a letter from William Chesen and the Lake Geneva Fire Bells dated July 23, 2013 requesting the free use of seven parking spaces in front of 149 Broad St. on September 22, 2013 for a fundraiser. The City also received a letter from County Supervisor Nancy Russell dated August 6, 2013 stating that the County Finance Committee will be meeting on September 19 to discuss changes to its special assessment policies. Mr. Hawes said copies of the letters were distributed to the City Council and the originals will be maintained in the City Clerk's office.

#### **Approval of Minutes**

Taggart/Kupsik motion to approve the regular meeting minutes of July 22, 2013 and special meeting minutes of July 26, 2013, as distributed. Motion approved 7 to 0.

#### **Consent Agenda**

- A.** Original "Class A" Intoxicating Liquor License Application for Global Hands – A Fair Trade Shop, 270 Broad St., Lake Geneva, Pamela Ellis, Agent
- B.** Alcohol License Premises Extension Application filed by Stephen J. Schroeder on behalf of Sprecher's Pub and Restaurant, 111 Center St., for parking lot area during "Sprechtober" event on Saturday, October 12, 2013 from 11 a.m. to midnight
- C.** Park Permit Application filed by Michael Cotter on behalf of Elkhorn Kiwanis Club to use Donian Park for Elkhorn Kiwanis Duck Race on Saturday, August 17, 2013 from 11 a.m. to 1:30 p.m.
- D.** Original 2013-2014 Operator (Bartender) License applications filed by Demetrius G. Argiropoulos, Carrie A. Liden, Ambyr L. Sweet, Christina M. Boehlen, George Argiropoulos, Melissa M. Reiherzer, Tracy A. Hicks, Erik M. Emerson, William R. Anderson, Connie L. Howen, Martin K. Heinz and Heather E. Boggs

Hill/Hougen motion to approve the consent agenda. Unanimously carried.

**Items Removed from the Consent Agenda.** None.

#### **Discussion/Action on request by Badger High School Leadership Dynamics program to install Little Free Library at two sites in Library Park (continued 7/22/13)**

Hill/Wall motion to suspend the rules and allow the representatives from Badger High School Leadership Dynamics to address the Council. Unanimously carried.

Jim Gebhart, program coordinator, and Alex Villegas, student representative, described the proposal for two "little free libraries" at Library park. Mr. Gebhart explained that little free library is an increasingly popular idea around the country. Each unit is about the size of a dog house and people use it for sharing books. He said the slogan is "take a book, leave a

book.” Mr. Gebhart said the two locations in Library Park were proposed by the students because of the high foot traffic in that area. He noted that the students would like to expand the program to residential areas at a future time.

Council members agreed it was a worthy project. Alderman Taggart expressed concern that the language in the park’s deed would prohibit the little free libraries. City Attorney Draper said he has reviewed the deed document and it did allow items that would enhance the park. Council members discussed whether the little free libraries would be confused with the Lake Geneva Public Library if they were placed in that area. Alderman Kupsik suggested that one of the little free libraries be installed in Flat Iron Park instead.

Mayor Connors expressed support for the little free libraries proposal. He suggested the Board of Park Commissioners approve the exact locations of the two units.

Hill/Lyon motion to approve installation of two little free libraries with exact locations to be determined by the Board of Park Commissioners. Alderman Kupsik asked the city attorney to provide clarification on the deed restrictions regarding permanent structures in Library Park.

Roll Call: Hougen, Wall, Hill, Kehoe, Kupsik and Lyon voted “yes.” Taggart voted “no.” Mott was absent. Motion carried 6 to 1.

### **Finance, License and Regulation Committee Recommendations – Alderman Hill**

#### **Discussion/Action on 2014 Budget Timeline**

Hill/Hougen motion to approve the timeline as presented. Alderman Hill said there was discussion at Finance, License and Regulation Committee about the capital budgeting process. She said department heads will present the capital budget requests their departmental presentations. The capital budget will be adopted after the general fund budget. Motion carried 7 to 0, Mott was absent.

#### **Discussion/Action on renewal of a TID CDARS in the amount of \$600,000.00 maturing on August 22, 2013**

Hill/Kupsik motion to renew the TID CDARS in the amount of \$600,000.00 with Community Bank of Delavan for a 52-week period with an interest rate of 0.35%.

Roll Call: Hougen, Wall, Hill, Kehoe, Kupsik, Taggart and Lyon voted “yes.” Mott was absent. Motion carried 7 to 0.

#### **Discussion/Action on award of contract to Frank Bros. for Parking Lot Resurfacing project in the amount of \$70,751.00 funded by TID #4**

Hill/Lyon motion to approve. Alderman Hill said the project involves grading and resurfacing three municipal parking lots downtown. She said the City received four competitive bids for the project; the low bid of \$70,751.00 from Frank Bros. is very fair for the work. Ms. Hill noted the work would begin after Labor Day when downtown is less congested. She said a budget resolution would need to be approved to transfer the funds.

Roll Call: Hougen, Wall, Hill, Kehoe, Kupsik, Taggart and Lyon voted “yes.” Mott was absent. Motion carried 7 to 0.

#### **Discussion/Action on award of contract with Stark Asphalt for 2013 Street Improvement project in the amount of \$366,605.10 funded by TID #4 and Capital Fund**

Hill/Lyon motion to approve. DPW Winkler explained that the City would have as many streets completed as possible within the project budget. He referenced the streets listed on his memorandum, noting that \$150,460.60 would be funded by TID #4 and \$186,144.50 would be funded by the capital fund. Mr. Winkler said the work would start after Labor Day.

Roll Call: Hougen, Wall, Hill, Kehoe, Kupsik, Taggart and Lyon voted “yes.” Mott was absent. Motion carried 7 to 0.

#### **Discussion/Action on 2013 Street Improvement project Construction Management Services Agreement with Crispell-Snyder in the amount not to exceed \$35,500.00 funded by TID #4 and Capital Fund**

Hill/Hougen motion to approve. Alderman Taggart asked what type of work would be done under the agreement. DPW Winkler said it would be making sure every aspect of construction-related work is done properly, including contract administration, on-site inspections, monitoring asphalt placement, measuring asphalt thickness, compiling quantities and making sure waivers are in order. He noted that the City would be billed on an hourly basis so we would pay based on actual work being done.

Roll Call: Hougen, Wall, Hill, Kehoe, Kupsik, Taggart and Lyon voted “yes.” Mott was absent. Motion carried 7 to 0.

**Discussion/Action on mayor and council compensation**

Alderman Hill said Finance, License and Regulation Committee made a recommendation to approve mayor and council compensation in the amount of \$7,200 for mayor and \$3,600 for alderperson.

Hill/Kupsik motion to approve mayor and council compensation in the amount of \$7,500 for mayor and \$4,000 for alderperson. Alderman Hill stated the raise was necessary because it is a serious job with serious responsibilities. She said the compensation for the positions hasn't been looked at since 2008. Ms. Hill noted the raise wouldn't take effect until the next term for each position. Aldermen Taggart and Wall expressed opposition to the motion. Mr. Wall said he felt more comfortable with a 5% raise, since staff has received total wage increases of 3% and a 2% stipend since 2008. Mayor Connors suggested the proposed wage increases seemed excessive, noting it would be a 25% increase for mayor and 14% increase for aldermen.

Roll Call: Hougen, Hill, Kehoe, Kupsik and Lyon voted “yes.” Wall and Taggart voted “no.” Mott was absent. Motion carried 5 to 2.

**Discussion/Action on request filed by William Chesen, 800 Platt Ave., Lake Geneva, on behalf of the Lake Geneva Fire Bells to reserve and waive the parking fees for seven stalls in front of 149 Broad St. for the annual Lake Geneva Fire Bells fundraiser on Sunday, September 22, 2013**

Hill/Kupsik motion to approve.

Roll Call: Hougen, Wall, Hill, Kehoe, Kupsik, Taggart and Lyon voted “yes.” Mott was absent. Motion carried 7 to 0.

**Presentation of Accounts – Alderman Hill**

Hill/Kupsik motion to approve Prepaid Bills in the amount of \$4,924.25

Roll Call: Hougen, Wall, Hill, Kehoe, Kupsik, Taggart and Lyon voted “yes.” Mott was absent. Motion carried 7 to 0.

Hill/Lyon motion to approve Regular Bills in the amount of \$203,392.07

Roll Call: Hougen, Wall, Hill, Kehoe, Kupsik, Taggart and Lyon voted “yes.” Mott was absent. Motion carried 7 to 0.

Hill/Kupsik motion to accept the Monthly Treasurer's Report for June 2013. Motion carried 7 to 0, Mott was absent.

**Closed Session**

Kupsik/Hougen motion to go into Closed Session pursuant to Wisconsin Statutes 19.85 (1) (c) considering employment, promotion, compensation or performance evaluation data of any public employee which the governmental body has jurisdiction or exercises responsibility re: Building Inspector/Zoning Administrator position; and pursuant to Wis. Stat. 19.85 (1)(b) for considering licensing of Rachell Olsen by a board or commission or the investigation of charges against such person and the taking of formal action on any such matter

Roll Call: Hougen, Wall, Hill, Kehoe, Kupsik, Taggart and Lyon voted “yes.” Mott was absent. Motion carried 7 to 0.

The Council entered into Closed Session at 7:49 p.m.

Lyon/Taggart motion to return to open session pursuant to Wisconsin Statutes 19.85 (2) and take action on any items discussed in Closed Session.

Roll Call: Hougen, Wall, Hill, Kehoe, Kupsik, Taggart and Lyon voted “yes.” Mott was absent. Motion carried 7 to 0. The Council reconvened in open session at 8:32 p.m.

Kehoe/Wall motion to deny the operator license application filed by Rachell Olsen, based on the belief that the applicant would not perform job responsibly based on her record.

Roll Call: Wall, Kehoe and Taggart voted “yes.” Hougen, Hill, Kupsik and Lyon voted “no.” Mott was absent. Motion failed 3 to 4.

Hill/Lyon motion approve the operator license application filed by Rachell Olsen.

Roll Call: Hougen, Hill, Kupsik and Lyon voted “yes.” Wall and Taggart voted “no.” Kehoe abstained. Mott was absent. Motion carried 4 to 2.

Hill/Wall motion to instruct staff to continue negotiations with the building inspector/zoning administrator candidate according to the terms discussed in closed session.

Roll Call: Hougen, Wall, Hill, Kehoe, Kupsik, Taggart and Lyon voted “yes.” Mott was absent. Motion carried 7 to 0.

**Adjournment**

Kupsik/Taggart motion to adjourn at 8:44 p.m. Motion carried 7 to 0, Mott was absent.

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/s/ Michael D. Hawes, City Clerk

**THESE ARE NOT OFFICIAL MINUTES UNTIL APPROVED BY THE COMMON COUNCIL**