

**VILLAGE OF FONTANA ON GENEVA LAKE**  
**WALWORTH COUNTY, WISCONSIN**  
(Official Minutes)

SPECIAL MEETING of the VILLAGE BOARD OF TRUSTEES

**Monday, May 10, 2010**

President Arvid Petersen called the special meeting of the Village Board to order at 5:00 pm in the Village Hall, 175 Valley View Drive, Fontana, Wisconsin.

**Trustees present:** Roll call vote: Micki O'Connell, George Spadoni, President Arvid Petersen, Tom McGreevy

**Trustees absent:** Cindy Wilson, Peg Pollitt, Pat Kenny

**Also present:** Administrator/Treasurer Kelly Hayden, Library Director Nancy Krei, Village Clerk Dennis Martin, Joseph McHugh, Police Chief Steve Olson

**General Business**

**Village Hall/Library Boiler Replacement Quotes**

Hayden stated that the boiler that services the Village Hall/Fontana Public Library building has broke down and can no longer be repaired, according to the Village's service provider, Westenn Mechanical Contractors, Inc. Elkhorn. Hayden stated that the boiler was installed in 1994 or earlier and the Village has been informed that it has to be replaced. Following the meeting it was determined that the boiler was installed in 1983 and that a plate was replaced on the front of the boiler in 1994. Hayden presented a quote from Westenn to remove the old boiler and to supply and install the new boiler for \$20,792. Hayden also received quotes from Expert Heating & Cooling, Lake Geneva, \$15,610; and Southern Lakes Plumbing & Heating, Inc., Elkhorn, \$12,440. Hayden stated that a fourth quote was also solicited from North Walworth Heating, Walworth, but she had not yet received it. Hayden stated that Westenn has been providing maintenance and emergency repair services for the Village Hall/library building for several years. President Petersen stated that he would suggest authorizing Hayden and Director of Public Works Craig Workman to review the four quotes with the firms and make sure the proposals are comparing "apples to apples." Petersen stated that it is not certain that the quotes are proposing the same scope of equipment and services. Petersen stated that when it is determined that the quotes are for the same scope of equipment services, Hayden and Workman could be authorized to approve the low quote. O'Connell stated that the Village has had numerous problems with the heating and air conditioning systems in the building for the last five years. O'Connell stated that if the Village Board is going to be allocating funds for a new boiler, the whole system should be replaced. Hayden stated that it has been explained to the staff in the past that the boiler is needed to run both the heating and air conditioning systems and that the two system are connected in some manner. Spadoni stated that he agrees with O'Connell and the Village should investigate on how to get the situation fixed right. Spadoni stated that if the system is replaced at this time, the Village would end up saving money over a 10-year period. Hayden stated that she asked Westenn what it would cost to replace the old system with forced air and duct work, and was informed that engineered and state-approved plans would be required, so the cost would be substantial. Spadoni stated that he is not opposed to President Petersen's suggestion; however, he would still like to know the cost estimate to put in a new system. O'Connell stated that she would like to see the system fixed at this time so that the heat and the air conditioning are not operating at the same time. Nancy Krei asked that after the quote is approved and the work scheduled, that she be provided with the date that the old boiler will be removed and the new one installed so the library can be prepared to amend its operating schedule if necessary.

Trustee Spadoni/Trustee McGreevy 2<sup>nd</sup> made a MOTION to authorize Hayden and Workman to review the four quotes submitted to replace the Village Hall/Fontana Public Library building boiler to make sure all the necessary work and equipment are included, and to approve the lowest adequate bid not to exceed \$21,000; and to direct staff to obtain cost estimates to correct the problems of the integrated system and to install a forced air system to replace the boiler. The MOTION carried without negative vote.

### **Fireworks Contract with J&M Displays**

Hayden stated that other bids were solicited for the annual Fourth of July fireworks display, but only J&M Displays, Inc., submitted a proposal for \$10,000. Hayden stated that in previous years, the contracts have been approved annually; however, J&M is offering up to a 22 percent bonus if the Village approves a three-year contract. Hayden stated that the Village would not be obligated to order fireworks the next two years; however, in the event a Fourth of July holiday display is held, the contract would have to be with J&M Displays. Hayden stated that the fund-raising committee has secured \$9,500 in pledged donations to date; however, a mailing was just sent out. McGreevy suggested sending solicitations for donations to the Village's various subdivision associations. Hayden stated that the Village can increase the volume of its show up to one week prior to July 4 depending on the exact amount of donations secured. In response to a question, Hayden stated that the 22 percent bonus in materials would be added to total contract price for all three years if the incentive option is approved.

Trustee Spadoni/Trustee McGreevy 2<sup>nd</sup> made a MOTION to approve a three-year contract with J&M Displays, Inc. for the Village of Fontana Fourth of July fireworks display as presented, and the MOTION carried without negative vote.

### **Designate Administrator/Treasurer Signatory for Geneva Lake West Chamber of Commerce Fireworks Donation Account**

Hayden stated that a bank account has been established at Walworth State Bank to process the donated fireworks funds. Hayden stated that in order to access the funds, she has to be approved as a signatory for the Village. There is also one member of the Geneva Lake West Chamber of Commerce who will serve as the co-signatory.

Trustee Spadoni/Trustee McGreevy 2<sup>nd</sup> made a MOTION to approve Administrator/Treasurer Kelly Hayden as the Village of Fontana's signatory on the Walworth State Bank account established for the donated fireworks funds, and the MOTION carried without negative vote.

### **Parking Ticket Processing Contract with Municipal Management, Inc.**

Chief Olson stated that he received a proposal from Municipal Management Associates, Inc., Marlborough, MA, to process and collect the Village's parking tickets and fines. Olson stated that the Village issues about 1,000 parking tickets each year. Olson stated that the company the Village has been contracted with is Professional Account Management, Milwaukee, but in the past year there have been problems with the ticket writing equipment and software. Olson stated that Municipal Management Associates is offering a better deal and there is no up front fee required. Olson stated that the \$500 start up fee would be taken from collections prior to the Village being reimbursed for processed tickets. O'Connell asked why the proposal contains an hourly rate schedule. Olson stated that the schedule is included in the event the Village wants custom programming or changes in the existing procedures established in the agreement. McGreevy asked if the Village had considered increasing the parking meter fines to cover the \$3 per ticket cost that is paid to the collection company.

Trustee Spadoni/Trustee McGreevy 2<sup>nd</sup> made a MOTION to approve the contract with Municipal Management, Inc., as presented, contingent on review by Chief Olson and Administrator/Treasurer Hayden, and if deemed necessary, by the Village attorney. The MOTION carried without negative vote.

### **Adjournment**

Trustee Spadoni/Trustee O'Connell 2<sup>nd</sup> made a MOTION to adjourn the meeting at 5:28 pm, and the MOTION carried without negative vote.

Minutes prepared by: Dennis L. Martin, village clerk

Note: These minutes are subject to further editing. Once approved by the Village Board, the official minutes will be kept on file at the Village Hall.

APPROVED: 6/7/10