

VILLAGE OF FONTANA ON GENEVA LAKE  
WALWORTH COUNTY, WISCONSIN  
(Official Minutes)  
Virtual Monthly Meeting of the  
VILLAGE OF FONTANA BOARD OF TRUSTEES  
Monday, April 4, 2022

Village President Pat Kenny called the virtual meeting of the Village Board to order at 4:00 pm.

**Trustees Present by Phone:** Roll call vote: President Kenny, Trustee Petersen, Trustee Pappas (arrived at 4:25), Trustee McGreevy, Trustee O'Neill, Trustee Livingston

**Trustees Absent:** Trustee Prudden

**Also Present by Phone:** Chief Cates, Kevin Day, Dave Hendrix, Lake Geneva Regional News, Theresa Loomer, Drew Lussow, Rick Manthy, Chief Nitsch, Ellen Schutt, Dale Thorpe, Scott Vilona, Cynthia Wilson

**Visitors Heard**

None

**General Business**

**Approval of Minutes**

The minutes for the meetings held on March 7 (Open and Closed) and March 17, 2022 (Special Joint with Plan Commission) were distributed to board members via email.

Trustee Petersen/Trustee McGreevy 2<sup>nd</sup> made a MOTION to approve the minutes from March 7 (Open and Closed) and March 17, 2022 (Special Joint with Plan Commission), as submitted, and the MOTION carried without negative vote.

**Village Treasurer's Report, Vendor Report, & Payroll Overtime Report**

Treasurer Vilona informed the Board that there were no bank statements yet available for the Treasurer's Report but as soon as they became available, he would distribute them to the Board.

Trustee Livingston/Trustee Petersen 2<sup>nd</sup> made a MOTION to approve the Vendor Report and Payroll Overtime Report as distributed for March, and to wait for the treasurer report from Treasurer Vilona and to place the Vendor and Payroll Overtime Report on file for the audit, and the MOTION carried without negative vote.

**Approval of Village and Utility Payables**

Trustee Livingston/Trustee McGreevy 2<sup>nd</sup> made a MOTION to approve payment of the Village and Utility payable list, as presented including any late payables, and the MOTION carried without negative vote.

**General Business – President Kenny**

**Recommended Updates to Chapter 14-65 Fees for Building Permits and Inspections**

Administrator Loomer stated she has been working with Dave Hendrix, from SafeBuilt who has recommended changes to the current fee schedule in place. Hendrix mentioned that these fees haven't been raised in approximately four years and to be more consistent with the fees and comparable to what other municipalities charge, he believes the fees should be increased. Staff will bring back the changes in ordinance form next month.

Trustee Petersen/Trustee Livingston 2<sup>nd</sup> made a MOTION to approve the recommended updates to Chapter 14-65 Fees for Building Permits and Inspections, and the MOTION carried without negative vote.

**Fontana PTSO Beach Trip Request for Last Day of School**

Administrator Loomer stated the last day of school is scheduled for Friday, June 3, 2022. The school is asking that the fees for admission to the beach be waived or reduced.

Trustee McGreevy/Trustee Petersen 2<sup>nd</sup> made a MOTION to approve Fontana PTSO Beach Trip Request for the Last Day of School with the fees waived, and the MOTION carried without negative vote.

**Update and Direction on March 11, 2022 EMS meeting with Town of Walworth, Village of Fontana, and Village of Williams Bay.**

Administrator Loomer, President Kenny, Trustee Livingston, and Chief Nitsch all met with representatives from the Town of Walworth, Village of Walworth and Village of Williams Bay for a meeting to discuss potentially working together regarding EMS. Town of Walworth stated that they are still currently locked into a three-year contract with the Village of Walworth, Darien and Sharon. The Village of Fontana is set to host the next meeting for further discussions on EMS on Thursday, May 12, 2022.

**Update on 2020 Census, Census Signs, Count Case**

Administrator Loomer stated they are still looking to correct the inaccuracies from the last Census that overestimated the population of the Village by approximately 1,248 people. A new Count Case was filed and hopefully by 2023-2024 it should accurately reflect a proper number. Kevin Day also stated that he believes the signage that appeared that shows the population of the Village was potentially put up by the County since it wasn't anyone from the Village.

**Approve Appointment of Roger Barth to Zoning Board of Appeals as Alternate I**

Trustee Livingston/Trustee O'Neill 2<sup>nd</sup> made a MOTION to approve the Appointment of Roger Barth to the Zoning Board of Appeals as Alternate I, and the MOTION carried without negative vote.

**Recommendation from the Library Board to Approve Appointment of Julia Leamanczak**

Trustee Livingston/Trustee McGreevy 2<sup>nd</sup> made a MOTION to approve the recommendation from the Library Board for the Appointment of Julia Leamanczak, and the MOTION carried without negative vote.

**Public Works --Trustee O'Neill**

**Recommendation to Draft Ordinance to Require Relocation of Meters in Pits**

DPW Director Day talked with Public Works Committee about the need to get rid of the water meters inside the pits. Day stated that not only are they unsafe for his workers who must go service them, but they can be a threat to others and children who could potentially fall in which creates a liability to the Village. Day suggested when homeowners came in for any kind of building or zoning permit that they would then be required to replace the pit and move meter inside the home. For all other homeowners he also suggested potentially mailing letters giving homeowners up to two years to replace if an ordinance is drafted requiring them to do so in accordance with Chapters 78, 14, and 18. Trustee O'Neill inquired where approximately the pits are in the village. Day stated that there are approximately only 85 total pits and that they are typically located closer to the roadside of homes but that they are spread out throughout the Village. Trustee Livingston questioned whether two years would be too long of a time frame and inquired if it would be possible to do in maybe one year instead. Day stated they could discuss this more with Attorney Thorpe to see what best recommendation might be when drafting the ordinance. Day concluded by stating that overall estimate to homeowners would be about a \$450.00 cost and that the Village would then consider the pits abandoned and fill them with sand/gravel after relocation was complete.

Trustee Petersen/Trustee O'Neill 2<sup>nd</sup> made a MOTION to direct staff to draft ordinances for Chapters 14, 17 and 78 to require relocation of water meters in pits, and the MOTION carried without negative vote.

**Authorize Plumbing Repair at Public Works Garage**

DPW Director Day stated that in the Public Works Garage there was a leak found in the bathroom of the building. To see exactly where the leak is coming from it would require 5 ball valves to be installed to be able to stop the flow of water from areas to pinpoint the leak. Day has received at least one quote from a plumber about the cost of around \$1,600 for this work to be completed.

Trustee Petersen/Trustee McGreevy 2<sup>nd</sup> made a MOTION to Authorize the Plumbing Repair at the Public Works Garage, and the MOTION carried without negative vote.

#### **Park Commission – Trustee Livingston**

##### **Tree Replacement Update on Fontana Boulevard Between Reid Street and High Street**

Trustee Livingston stated a total of ten trees need to be replaced along Fontana Boulevard. The trees are the crab apple trees located between Reid and High Street and are nearing the end of their 20–30-year lifespans. The replacement trees are two different types of trees, five of each, and will replace the 10 trees that are being removed. The trees are being advertised as part of the Memorial Tree Program which will cover the cost of tree replacement. Trustee Livingston then opened the topic for discussion on how they wanted to go about replacing the trees, whether all at once or in sets. DPW Director Day also stated that he spoke with the landscaper and that he seemed confident that they could do all ten trees at the same time and the Village Board agreed that would be the best way to go about it as well since they are paying for the trees up front and will only be reimbursed if enough donations are received through the tree program.

Trustee Petersen/Trustee O’Neill 2<sup>nd</sup> made a MOTION to Approve the Tree Replacement Update on Fontana Boulevard Between Reid Street and High Street, and the MOTION carried without negative vote.

##### **Approval of 2022 Movies on the Beach Dates provided by Big Foot Recreational Department**

The movie dates proposed are on the following Fridays: June 10, June 24, July 8, July 22, August 5, and August 19.

Trustee McGreevy/Trustee O’Neill 2<sup>nd</sup> made a MOTION to Approve the 2022 Movies on the Beach Dates that were Provided by Big Foot Recreational Department, and the MOTION carried without negative vote.

##### **Approval of Ball Field Rental Application and Fees**

Trustee Livingston stated that the new Ball Field Rental Application now include all the ball fields available. Trustee O’Neill/Trustee Petersen 2<sup>nd</sup> made a MOTION to Approve the Ball Field Rental Application and Fees, and the MOTION carried without negative vote.

##### **Arbor Day Proclamation**

Trustee Petersen/Trustee O’Neill 2<sup>nd</sup> made a MOTION to Approve the Arbor Day Proclamation, and the MOTION carried without negative vote.

##### **Geneva Lake Conservancy Proposal for Parcel STFV 00185**

Trustee Livingston stated that Karen Yancey presented a proposal to the Park Commission regarding Parcel STFV 00185 which is the vacant parcel behind the Conservancy building. Yancey proposed creating a native plant preserve and 4-foot-wide woodchip path that would connect the current path that runs through the Hildebrand Conservancy. The Park Commission gave a recommendation to approve this request.

Trustee McGreevy/Trustee Petersen 2<sup>nd</sup> made a MOTION to approve the Geneva Lake Conservancy Proposal for Parcel STFV 00185, and the MOTION carried without negative vote.

##### **Park Permit Application filed by Ryan Milligan for Celebration of Life Ceremony in Reid Park on Saturday, July 16, 2022 from 10:00 AM to 11:00 AM**

Administrator Loomer stated that the Park Commission recommended waiving the fee for the event.

Trustee O’Neill/Trustee O’Neill 2<sup>nd</sup> made a MOTION to approve the application filed by Ryan Milligan for Celebration of Life Ceremony in Reid Park on Saturday, July 16, 2022 from 10:00 to 11:00 AM, and the MOTION carried without negative vote.

##### **Park Permit Application Filed by Caleb Johnston for Wedding at Fontana Beach on Saturday July 2, 2022 from 5:30 AM to 7:00 AM**

The board agreed to rent the beach for the morning ceremony for the non-resident park permit fee.

Trustee Petersen/Trustee McGreevy 2<sup>nd</sup> made a MOTION to approve the application filed by Caleb Johnston for Wedding at Fontana Beach on Saturday, July 2, 2022 from 5:30 AM to 7:00 AM, and the MOTION carried without negative vote.

**Park Permit Application Filed by Fontana Garden Club President Claudia Garber for Porter Court Plaza on May 27 and May 28, 2022 for Plant Sale**

Trustee Petersen/Trustee McGreevy 2<sup>nd</sup> made a MOTION to approve the application filed by Fontana Garden Club President Claudia Garber for Porter Court Plaza on May 27 and May 28, 2022 for Plant Sale, and the MOTION carried without negative vote.

**Park Permit Application Filed by Birkett Family for Duck Pond Pavilion with Beer/Wine Permit on Saturday, June 25, 2022 from 7:00 AM to 8:00 PM for Graduation Party**

Park Commission recommended that the party receive the resident rate for their application.

Trustee McGreevy/Trustee O'Neill 2<sup>nd</sup> made a MOTION to approve the application filed by Birkett Family for Duck Pond Pavilion with Beer/Wine Permit on Saturday, June 25, 2022 from 7:00 AM to 8:00 PM for Graduation Party with the reduced resident rate, and the MOTION carried without negative vote.

**Protection Committee**

**Recommendation to appoint Rick Manthy to Deputy EMS Chief Position**

Chief Nitsch spoke with high regards to Rick Manthy. He detailed his very credentialed career with his time serving in a similar position for Arlington Heights, Illinois and has more than 30 years of experience in similar roles.

Trustee Petersen/Trustee McGreevy 2<sup>nd</sup> made a MOTION to approve the recommendation to appoint Rick Manthy to Deputy EMS Chief Position, and the MOTION carried without negative vote.

**Finance Committee – President Kenny**

**2022 LWMMI Insurance Renewal Proposal**

Administrator Loomer stated that the cost for the proposed 2022 insurance policy renewal decreased by 2.7%. Most rates held steady, two increased based on actuarial studies, and a few decreased, including the Village's workers comp premium as the mod rating went down from 1.38 to 1.30. One of the big changes that will be included in this year's plan proposal will be the need to go to 2-Factor Authentication for remote access to the Village's email system to maintain cyber liability coverage. Loomer also stated no worker's comp claims were filed last year. The total amount of the proposal for this year's LWMMI Insurance renewal is \$141,605.

Trustee Petersen/Trustee Livingston 2<sup>nd</sup> made a MOTION to approve the 2022 LWMMI Insurance Renewal Proposal for the total amount of \$141,605.00, and the MOTION carried without negative vote

**Proposed TID Infrastructure Projects and Funding**

Administrator Loomer stated that the proposed TID Infrastructure Projects would need to be started no later than September 2023. The TID projects went to the Public Works Committee for review prior to the Finance Committee meeting and they suggested all the projects would estimate to an amount around \$1,379,912 which includes 25% contingency for legal and engineering fees. The Public Works Committee also prioritized the potential projects based on importance and modified the original priority which the Finance Committee agreed with. Loomer also included that Village Treasurer Scott Vilona has contacted First National Bank, and a 10-year loan is 3.94% interest rate, and a 20-year bond issuance was estimated at 2.5% with an additional \$60,000 for closing costs. Loomer also stated that Vilona ran an amortization schedule, and he concluded that the Village would fair better with a bank loan. The Village Board agreed with whatever the best rate is to take that and even though the bank loan currently sits at 3.94% if it can't be beat after some negotiation to just take it.

Trustee Pappas/Trustee O'Neill 2<sup>nd</sup> made a MOTION to approve the proposed TID infrastructure projects, as presented, and funding through the bank, as presented, and the MOTION carried without negative vote.

### **EMS Municipal Staffing and Funding**

Loomer stated that the cost for EMS services is anticipated to increase every year and with the rate of inflation and the cost of all goods and services rising so rapidly, there is uncertainty about how long the General Fund can continue to support EMS operations. This would likely occur whether the village continues to contract with Metro (who themselves are having trouble keeping up with demand with our village as well as others they've contracted with nearby) or hiring their own municipal EMS staff. In addition, Williams Bay is in discussions about going to referendum this fall to fund 7 full-time EMS/Paramedic staff members. Fontana could opt to go out for referendum at the same time promoting the partnership between the two municipalities. Nitsch supported this idea by stating that if a partnership is forged the Village of Fontana would be the one to handle the majority of the training so that all new employees hired would be crossed trained as EMT and Firefighters. Treasurer Vilona gave a presentation on an excel spreadsheet about his calculations for the Village and a breakdown on the impact to the department's budget for the next few years out. Based on Treasurer Vilona's calculations that without a referendum, at some point soon, the Village will have to decide which services to cut as the levy limit caps prevent the village from keeping up with the rapid increase of prices. The ideal choice seemed to be asking for either a 500K or 750K referendum since that would delay having to pull funds from other departments or the Village's fund account for a longer period until a proper funding can be in place for EMS. Lastly the Committee discussed that numbers for a referendum will need to be reached soon but want to work with Williams Bay to ensure the municipalities are able to make a joint effort.

### **Human Resources Committee – President Kenny**

#### **EMS Municipal Staffing Policies and Direction**

Loomer stated she is continuing to work on updates to the handbook and related policies for the Fire Dept. but requested to consult with an employment attorney to assist with the necessary work. Additionally, Chief Nitsch asked for a motion to hire the Fire/EMS staff full time as of May 1, 2022.

Trustee Petersen/Trustee McGreevy 2<sup>nd</sup> made a MOTION to allow Loomer to consult with an employment attorney regarding the hiring of the Fire/EMS employees and approve a hire date of May 1, 2022, and the MOTION carried without negative vote.

### **Closed Session – President Kenny**

Trustee Livingston/Trustee McGreevy 2<sup>nd</sup> made a MOTION to go into Closed Session at 4:55 pm pursuant to Wis. Stats. Chapter 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,” specifically Proposed EMS IGA with Village of Williams Bay.

The roll call vote was as follows:

President Kenny – Aye

Trustee Pappas – Aye

Trustee Prudden – Aye

Trustee McGreevy – Aye

Trustee O'Neill – Aye

Trustee Petersen – Aye

The MOTION carried on a 6-0 vote with Trustee Prudden absent.

### **Adjournment**

Trustee Livingston/Trustee O'Neill 2<sup>nd</sup> made a MOTION at 5:01 pm to adjourn the meeting, and the MOTION carried without negative vote.

Minutes prepared by: Drew Lussow, 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:05/02/2022