

**VILLAGE OF FONTANA ON GENEVA LAKE**  
**WALWORTH COUNTY, WISCONSIN**  
(Official Minutes)  
MONTHLY MEETING of the VILLAGE BOARD OF TRUSTEES  
**Monday, May 7, 2018**

Village President Pat Kenny called the monthly meeting of the Village Board to order at 6:00 pm in the Village Hall, 175 Valley View Drive, Fontana, Wisconsin.

**Trustees Present:** Roll call vote: Trustee McGreevy, Trustee Pappas, Trustee Prudden, Trustee Livingston, Trustee Petersen, President Kenny

**Trustees Absent:** Trustee O'Neill

**Also Present:** Jeff Cates, Theresa Loomer, Bridget McCarthy, Scott Vilona, John Wisniewski

**Visitors Heard**

**Approval of Minutes**

The minutes for the meetings held on April 9 and April 17, 2018 were distributed. Trustee Petersen/Trustee Prudden 2<sup>nd</sup> made a MOTION to approve the minutes from the April 9 and April 17, 2018 meetings, as submitted, and the MOTION carried without negative vote.

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

Trustee Petersen/Trustee McGreevy 2<sup>nd</sup> made a MOTION to approve the Treasurer's Report, Vendor Report and Payroll Overtime Report as distributed, and to place them on file for the audit, and the MOTION carried without negative vote.

**Approval of Village and Utility Payables**

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

**General Business – President Kenny**

**IT RFP Recommendation**

An RFP was published for IT services for the public safety building, village hall, library and public works buildings. Staff received four bids, however, since there are no records of the IT network infrastructure, servers, etc., staff feels the best option at this time is to accept the Technology Assessment proposal from John Wisniewski of Velocity Solutions to assess the Village's current hardware, software, interconnectivity, telecommunications and security practices. He will bring his findings back to the board along with his recommendations. Staff has contacted Wisniewski's references and in response to a question regarding the sufficiency of only having two people on staff, Wisniewski responded that his staff has been adequate to serve the five municipalities he works for and once everything is set up correctly and properly, there should not be many issues and the Village should have no ongoing issues.

Trustee Livingston/Trustee Petersen 2<sup>nd</sup> made a MOTION to approve the Technology Assessment portion of quote submitted by John Wisniewski from Velocity Solutions, in an amount not to exceed \$3,200, and the MOTION carried without negative vote.

**Fireworks Permit Application Filed by Bryan Olson from J&M Displays, for Abbey Resort Event on Tuesday, June 26, 2018**

J&M Fireworks received a request to display fireworks for a private event hosted by R.W. Baird and Company, Milwaukee, at the Abbey Resort on Tuesday, June 26, 2018 at 9:45 pm. The applicant is fully insured and the proposal has been reviewed by staff including Fire and Rescue Dept. Chief Wolfgang Nitsch. The extra fire dept. staff and precautionary apparatus will be provided by the Village and billed back to the applicant. Pappas asked if any of the board members have concerns with the fireworks being so late on a weeknight. No one on the board expressed any serious concerns.

Trustee Prudden/Trustee Livingston 2<sup>nd</sup> made a MOTION to approve the Fireworks Permit Application Filed by Bryan Olson from J&M Displays for Abbey Resort Event on Tuesday, June 26, 2018, and the MOTION carried without negative vote.

### **Board of Review Ordinance Amendment Approval**

The state law has changed and the ordinance has been updated to reflect the 45-day period the board of review may meet. The second part of the ordinance adds the recommended confidentiality ordinance.

Trustee Livingston/Trustee McGreevy 2<sup>nd</sup> made a MOTION to approve Ordinance 050718-01, Amending Section 2-259 as to the Rule of Procedure Meeting Date and Place of the Board of Review and Add Section 2-261 Confidentiality of Information. The MOTION carried without negative vote.

### **Approve GLLEA 2018 Officer Appointments**

Trustee Petersen/Trustee Livingston 2<sup>nd</sup> made a MOTION to approve the 2018 GLLEA Officer Appointments, as presented, and the MOTION carried without negative vote.

### **Resolution Amending Fee Schedule – Sewer Hook-up Fee Amendments**

Staff was not able to conclusively determine how other municipalities have set their fee structures for sewer connection fees. The League of Wisconsin Municipalities suggested that the fee should be based off of some calculation or study, but no concrete course of action was provided. McCarthy added that there may eventually be some movement in the Highlands development and there is also a portion of land in Abbey Springs that is part of a planned development and has the potential for development in the foreseeable future.

Trustee Petersen/Trustee Prudden 2<sup>nd</sup> made a MOTION to approve the Fee Schedule adopted at last month's meeting and charge a \$1,500 sewer connection fee based on a rational provided by the Village Treasurer, and the MOTION carried without negative vote.

### **Reschedule June Monthly Meeting**

The June meeting date was scheduled for Monday, June 11, 2018 beginning at 6:00 pm.

### **Lakefront & Harbor Committee – Trustee Pappas**

#### **Proposal for Paddleboard Storage Locker on Ramp – Cliff Woodbury**

Woodbury has rented a ramp for storage of a canoe for the past several seasons, however, he has recently purchased a lightweight paddleboard and does not feel it will be safe if left unsecured on the ramp. Woodbury has requested to place a white wood locker on the ramp for storage of the paddleboard. He indicated he is willing to remove and uninstall the unit each season, or if required by the Village, he would be willing to use Austin Pier Service for installation and removal. The proposed storage box would be 3-feet tall by 3-feet wide by 12.5-feet long and there would be two closure points which would be secured by padlocks. There was discussion about the unsightliness of the storage box and whether it would fit on the ramp space; it was noted that the ramps are roughly 4.5-feet to 5-feet wide so there would be plenty of space. The average PWCs stored on village ramps are 4 feet wide and the proposed storage locker is only 3 feet wide. There was further discussion about providing a rack similar to those used in Lake Geneva and Williams Bay where the paddleboard could be stored. If agreed to, the lease would need to be amended to reflect the updated provisions. There were concerns expressed about the upkeep of the storage unit and that it might become tarnished or weathered if not properly maintained. Trustee Petersen made a motion to deny the request but the motion failed due to lack of a second. A second motion was made to allow the storage locker with conditions.

Trustee Livingston/Trustee Pappas 2<sup>nd</sup> made a MOTION to allow Cliff Woodbury to construct a storage unit comprised of marine grade plywood with internal infrastructure that's 3-feet tall, 3-feet wide and 12.5-feet long and painted white to match the pier. Woodbury will be responsible for installation and removal of the unit and Austin Pier Service will be instructed to review the unit to ensure it is a sound structure. In the event additional ramp lessees request similar storage units for their ramp spaces, Austin Pier Service will be solicited to construct the units for uniformity and those ramp lessees would be required to purchase a unit from Austin Pier Service at their own expense. Additionally, the ramp lease will be modified to reflect the conditions of the motion and Attorney

Thorpe was instructed to add a maintenance clause. The MOTION carried on a 5-1 vote with Trustee Petersen opposed.

**Protection Committee – Trustee Prudden**

**Approve CSO Hiring – John Reborn**

John Reborn has been selected as the 2018 CSO for the Village.

Trustee McGreevy/Trustee Petersen 2<sup>nd</sup> made a MOTION to approve hiring John Reborn as the Community Service Officer for the 2018 season, and the MOTION carried without negative vote.

**Public Works Committee – Trustee O’Neill**

**Tarrant Drive Lift Station Replacement Contractor’s Application for Payment No. 7**

The work was reviewed by staff and the village engineers and is recommended for approval.

Trustee Prudden/Trustee McGreevy 2<sup>nd</sup> made a MOTION to approve the payment for the Tarrant Drive Lift Station Replacement, as submitted by Super Excavators in the amount of \$6,052.50, and the MOTION carried without negative vote.

**Police and Fire Commission**

**Consider Transitioning Three-Quarters Time Officer to Full-Time Flex Officer Position**

Chief Cates presented the cost analysis provided by Treasurer Vilona to increase the 3/4-time flex officer position to a full-time position. The total cost with pay and benefits to increase the position to full-time was an additional \$17,000. In 2017 the Village paid \$16,000 for part-time help. Chief Cates stated the goal is to have a position that would not be in the standard rotation and could be utilized during the summer months as necessary especially on the weekends and holidays. He stated he does not want to rely heavily on part-time help as those officers all have full-time jobs elsewhere and have limited availability. Chief Cates stated that if approved, it would be pending union agreement for the modification of the position.

Trustee Livingston/Trustee Prudden 2<sup>nd</sup> made a MOTION to approve modifying Greg Ryan’s three-quarter time flex officer position to a full-time flex officer position, pending union agreement, and the MOTION carried without negative vote.

**Police Officer Candidate Hiring Recommendation**

The Police and Fire Commission recommended the hiring of part-time officer Kalan Welch who works as a full-time police officer in Delavan and was the CSO for Fontana for two years.

Trustee Livingston/Trustee Prudden 2<sup>nd</sup> made a MOTION to hire Kalan Welch as a part-time police officer who will work on an as needed basis, and the MOTION carried without negative vote.

**Human Resources Committee – President Kenny**

**DPW Street Department Supervisor Compensation for Waiving Dental Insurance Benefit**

This item was discussed in closed session.

Trustee Prudden/Trustee McGreevy 2<sup>nd</sup> made a MOTION to approve allowing DPW Street Supervisor Ron Adams to decline Humana dental insurance through the Village and allow him to apply 25% of the premium, in the amount of \$649, towards his monthly health insurance premium. Additionally, staff was directed to add a provision to the employee handbook to allow employees to waive the dental insurance benefit and have 25% of the cost applied to their health insurance premium, only if they were previously enrolled in the Village’s dental insurance plan, and the MOTION carried on a 5-1 vote with Trustee Petersen opposed.

**Village Treasurer Contract Terms**

This item was discussed in closed session.

Trustee Pappas/Trustee McGreevy 2<sup>nd</sup> made a MOTION to accept the renegotiation of Treasurer Scott Vilona’s contract and approve the salary resolution, as presented, with the hourly wage of \$48.75 and allow for the enrollment of the Wisconsin Retirement System, and the MOTION carried without negative vote.

**Payroll Resolution Amendments**

In addition to the modification of the Village Treasurer's wages to \$48.75 per hour, there were several housekeeping updates including the Chief of Police's contractual pay increase after the first year to \$80,000 per year. The Public Works Director's wage was removed as the position is currently vacant., the Lakefront Manager position was removed and the Part Time Building Inspector position was removed. Additionally, the Beach House/Duck Pond Attendants and Boat Ramp & Lot Attendants wage ranges were increased from \$7.50 to \$10.50 per hour to a range of \$9.00 to \$12.00 per hour; a Launch Manager position was added and the ranges for that position and the Beach Manager position was amended to \$10.50 to \$15.00 per hour.

Trustee Livingston/Trustee McGreevy 2<sup>nd</sup> made a MOTION to approve Resolution 050718-01, as discussed, amending 02-12-18-01 setting exempt salaried and hourly non-union rates for the 2018 calendar year, and the MOTION carried without negative vote.

### **Closed Session**

Trustee Livingston/Trustee Pappas 2<sup>nd</sup> made a MOTION at 6:20 pm to go into Closed Session 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 Police Officer Candidate Hiring Recommendation, DPW Street Department Supervisor Compensation for Waiving Dental Insurance Benefit and Village Treasurer Contract Terms and Payroll Resolution Amendments.

The Roll Call vote was as follows:

Trustee Pappas - Aye

Trustee Prudden – Aye

Trustee Livingston – Aye

Trustee Petersen – Aye

President Kenny – Aye

Trustee McGreevy – Aye

Trustee Pappas – Aye

The MOTION carried on a 6-0 vote with Trustee O'Neill absent.

### **Adjourn Closed Session**

Trustee Petersen/Trustee McGreevy 2<sup>nd</sup> made a MOTION to adjourn Closed Session and go into Open Session at 6:46 pm and the MOTION carried without negative vote.

### **Adjournment**

Trustee Petersen/Trustee Livingston 2<sup>nd</sup> made a MOTION to adjourn at 6:47 pm, and the MOTION carried without negative vote.

Minutes prepared by: Theresa Loomer, Village Administrator/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: 06/11/18