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Office of the City Administrator

**FINANCE-PERSONNEL COMMITTEE
MEETING MINUTES
July 14, 2015**

Present: Mayor Abendroth, Aldermen Mayr, Pukaite

Not Present: Alderman Leszczynski

Also Present: City Administrator Jones, Assistant City Administrator Thyges, Finance Director Watson, Police Chief Graff, Detective O'Connell, Assistant Finance Director Rudychev, Director of Parks and Operations Curran, Deputy City Clerk Fochs, City Attorney Sajdak, Executive Assistant Prosser, Kole H. Kotche, Willie Garrette, Thanh Duong Phan, Song Phan, Interested Parties

Mayor Abendroth called the meeting to order at 6:36 PM.

RESOLUTION 3318 – Awarding a contract for statutory assessment services

Finance Director Watson distributed an updated resolution to the Committee per feedback received prior to the meeting. Mr. Watson stated last fall the city issued a request for proposal for assessing services covering 2015-2017 and out of the five responses awarded a contract to Value Rite Corporation to fulfill the role of statutory assessor. In May of this year, Perry Nell, principal of Value Rite gave notice he was terminating his contract with the city in order to accept a job opportunity out of state. Mr. Watson noted staff contacted three of the firms that responded to the RFP last fall and received proposals from two of the firms. Mr. Watson stated staff recommends awarding the assessment contract to Grota Appraisals, LLC.

Action: Motion to award the assessment contract to Grota Appraisals, LLC (Pukaite/Mayr)

Result: Motion passed by voice acclamation. Resolution 3318 recommended to Common Council for approval.

Hearing and operator license denial appeal (Kole H. Kotche)

Deputy City Clerk Fochs stated Kole H. Kotche's operator license (bartender license) application was denied at the June 9, 2015 Finance & Personnel Committee meeting. Ms. Fochs went on to say Mr. Kotche is before the Committee to appeal the decision. Police Chief Graff was present to review Mr. Kotche's background check and reason for denial. Mr. Kotche was given the opportunity to speak on his behalf.

Action: Motion to deny Kohle H. Kotche's appeal (Pukaite/Mayr)

Result: Motion passed by voice acclamation. Kohle HI Kotche's appeal was denied.

Non-renewal liquor license hearing-Vietnamese Noodles

Deputy City Clerk Fochs provided the Committee with background information pertaining to the non-renewal of liquor licenses for Vietnamese Noodles. Ms. Fochs stated the renewal of Vietnamese Noodles Class "B" beer and "Class C" wine liquor licenses was contingent upon payment of outstanding taxes/utilities and passing all required inspections. Ms. Fochs noted all outstanding taxes/utilities have been paid in full; however Detective O'Connell was not able to complete a routine inspection of the premise. Ms. Fochs went on to report, on July 2, 2015 Detective O'Connell, was allowed access to the restaurant's invoices, and determined some of the alcohol was purchased from a retail establishment. Ms. Fochs stated, Detective O'Connell recommendation is to deny the renewal of Vietnamese Noodles' liquor licenses.

Attorney Sajdak reviewed the hearing process with Committee members. Attorney Sajdak swore in those individuals providing testimony at the hearing.

Detective O'Connell provided the findings on behalf of the Complainant, the Mequon Police Department.

Thanh Duong Phan, Willie Garrette, and Song Phan provided testimony on behalf of the Respondent, Vietnamese Noodles.

Based on the testimony provided by the Complainant and Respondent, the Committee made the decision to renew the liquor licenses for Vietnamese Noodle, with a clear warning, their liquor licenses would not be renewed should another problem arise. City Attorney Sajdak stated a report of the hearing will be prepared and provided to the Common Council at their next meeting.

Action: Motion to renew Vietnamese Noodle liquor licenses. (Pukaite/Mayr)

Result: Motion passed by voice acclamation.

Approve minutes from the June 9 and June 23, 2015 meetings

Action: Motion to approve the June 9 and June 23, 2015 meeting minutes. (Mayr/Pukaite)

Result: Motion passed by voice acclamation.

License applications

Action: Motion to approve license applications. (Pukaite)

Mayor Abendroth questioned why Jalapeno Loco's license was up for renewal given that the restaurant has been closed. Deputy City Clerk Fochs stated the Committee has the option to deny Jalapeno Loco's license renewal application.

Action: Motion to amend previous motion to approve all licenses with the exception of Jalapeno Loco. (Pukaite/Mayr)

Result: Motion passed by voice acclamation.

Action: Motion to deny renewal of Jalapeno Loco's liquor licenses (Mayr/Pukaite)

Result: Motion passed by voice acclamation. Jalapeno Loco's liquor licenses were denied.

Vouchers for payment

Action: Motion to approve vouchers for payment. (Mayr/Pukaite)

Result: Motion passed by voice acclamation.

RESOLUTION 3311 – A resolution authorizing the acceptance of a sculpture to be located at Settlers Park

Action: Motion to accept donated sculpture (Pukaite/Mayr)

Result: Motion passed by voice acclamation. Resolution 3311 recommended to Common Council for approval.

Adjourn

Action: Motion to adjourn (Pukaite/Mayr)

Result: Motion passed by voice acclamation. Meeting adjourned at 7:28 PM.

Respectfully Submitted,
CITY OF MEQUON FINANCE-PERSONNEL COMMITTEE
Lina Prosser, Executive Assistant