

**CITY OF ELKHORN**  
**Municipal Services and Utilities Committee Minutes**  
**First Floor Conference Room, 9 S. Broad Street, Elkhorn, Wisconsin**

October 12, 2015

Municipal Services and Utilities Committee was called to order at 4:30 p.m. by Alderman Huss followed by Roll Call.

**ROLL CALL**

Present: Gregory Huss, Michael Kluck, Hoss Rehberg

Also present: Mayor Brian Olson, Alderman Tom Myrin, Alderman Scott McClory, Administrator Sam Tapson, Finance Director James Heilman, City Clerk Cairie Virrueta, Utility Director John Murphy, Fire Chief Rod Smith, Police Chief Joel Christensen, Recreation Director Wendy Meyer, City Engineer Paul Vanhenkelum, and Elkhorn Newspaper Correspondent Kellen Olshefski

**ADVANCED DISPOSAL CONTRACT RENEWAL**

The committee approved the contract renewal previously, but it has been delayed due to the decision on the leaf collection process. The bagged leaf program drops the cost by approximately \$25,000. A five year extension of the contract is at or less than 4% CIP; and an eight year extension has a two year rate freeze. Mayor Olson asked if there was a penalty if residents didn't pick up their leaves; there is not. Alderman Rehberg said this is a big issue in his district and some residents would have large amounts of bags. Mayor Olson asked that the DPW look into doing leaves. Alderman Rehberg recommended looking into renting equipment and hiring seasonal help for leaf collection. Regarding the contract, Mayor Olson asked that an out clause be included for a sale or merger. **Motion (Kluck/Rehberg) to recommended renewing the Advanced Disposal contract with the 8 year option with a two year price lock, pending language change for renewal negotiations if sale of company, excluding leaf decision. Voice vote; motion carried.**

**INSTALLATION OF ADA DOORS ON CITY HALL'S MAIN ENTRANCE**

Administrator Tapson said the City received a complaint from a person in a wheelchair that as she was unable to open the doors to City Hall to enter. While the City is not required to make changes, he felt it would be prudent to install the door openers to be ADA compliant. Alderman Rehberg is not opposed to it, but would like more proposals for the installation. Mayor Olson would like more information on ADA compliance.

**SUNSET PARK NORTH BASEBALL FIELD DRAINAGE PROPOSAL**

Mayor Olson said this was asked for two months ago and questioned the delay of bringing it to committee. He also questioned the cost of \$16,200. The proposal includes adding drain tile to the outfield. Police Chief Christensen said the problem is the way the outfield slopes as it is higher than the infield and it drains into the infield. Mayor Olson noted that Midwest is coming back to do other repairs and they should look into fixing this. Alderman Rehberg asked if the original design was followed correctly. Alderman Huss asked that DPW Manager Nuss look into this further and determine if the contractor didn't follow the plans.

**CITY ENGINEER UPDATES**

***Tasch Park Improvements Plan***

City Engineer VanHenkelum presented the Tasch Park design. It includes two small baseball fields, but doesn't include drain tiles. Mayor Olson asked that drain tile be added as an option. The plan removed the basketball court and playground. It included an area for a future playground. Alderman McClory asked that the basketball court not be removed as it is popular at the park. Engineer VanHenkelum said it was removed to accommodate a grassy area for soccer and football. He can include an option for leaving the basketball court. The playground area is in the NW corner. The committee discussed changing the location of the fields to the opposite side of the park. Police Chief Christensen recommended a fly ball fence be

installed to protect cars and houses. City Engineer VanHenkelum will take the committees suggestions and bring a plan back to the next meeting.

***Geneva Street Final Plans and Bid Opening***

City Engineer VanHenkelum said the bid opening for E. Geneva Street work is October 27<sup>th</sup> at 10 a.m. He will publish the engineer's estimate after the bid opening.

***Proctor Drive Design Options***

Options for Proctor Drive were discussed. One design brings the road from 36' wide to 24' wide. The removed asphalt would be used for a multi-use trail. Alderman Huss said overflow parking from Babe Mann needed to be considered in the design. Engineer VanHenkelum will bring sketches, options and cost estimates for next meeting.

***2015 Street and Utility Project Bid Cost and Change Orders***

City Engineer VanHenkelum said the street plans called for one flag pole and it was hard to take down the existing poles without destroying them. He is waiting for the shop drawing for one pole, but can do three poles with a change order. Two of the three poles had no flags on them previously. Alderman Huss said it didn't make sense to put up three poles if some are vacant. Engineer VanHenkelum will provide a cost for one, two or three poles, which are the same size as the post office.

Second Street repaved sections down the outside of the street and the curb and gutters were redone, but it left the existing center 12' of asphalt as is. He recommended repaving the whole center asphalt section. The cost to do it is \$36,550. City Administrator Tapson, Police Chief Christensen and Utility Director Murphy recommended repaving. **Motion (Rehberg/Kluck) to recommend approval of a change order to repave the center of Second Street for \$36,550. Voice vote; motion carried.**

**ADJOURNMENT**

Motion (Kluck/Rehberg) to adjourn at 5:36 p.m.

Cairie L. Virrueta  
City Clerk