
COMMON COUNCIL MEETING
August 2, 2010
CITY OF ELKHORN
COUNCIL CHAMBERS, 9 S. BROAD ST., ELKHORN, WI 53121

The Common Council meeting was called to order at 6:00 p.m. in the Council Chambers followed by the Pledge of Allegiance, followed by Roll Call.

ROLL CALL

Present: Mayor Howie Reynolds, Aldermen Ronald Dunwiddie, Scott McClory, Gerald Norton, Eric Messerschmidt, Julie Taylor

Absent: Alderman Kim DeHaan

Others present: City Attorney Ward Phillips, Police Captain Pat Slattery, Finance Director Mary Hinske, City Clerk Darlene Igl, City Engineer Gary Welsh, Maureen VanderSanden – Elkhorn Independent.

CONSENT AGENDA

Motion (Taylor/Messerschmidt) to approve the minutes of the July 19, 2010 Common Council meeting and bartender operator's licenses for Jessica M. Wriedt and Lora L. Bouda. Motion carried.

REPORT OF CITY OFFICERS

Mayor's Report

Mayor Reynolds reported that there had been no response to an ad which had been published seeking interested parties to serve on the Board of Appeals. Mayor Reynolds appointed Daniel Duchemin, Bryan Kittrell and Hugh Pruess to the Board of Appeals with terms to expire January 1, 2013. Motion (McClory/Dunwiddie) to confirm the appointments as made. Motion carried.

City Administrator's Report

Administrator Tapson had provided information for future Council consideration on the Capital Improvement Program.

COMMITTEE REPORTS

Human Resources

Alderman Dunwiddie stated that the Public Works Secretary had resigned following an FMLA leave and that an existing employee had filled the vacancy since the beginning of the leave. Administrator Tapson had informed the Committee that he felt that a permanent reassignment to this position would provide a workable and cost-saving arrangement. The Committee reviewed a proposal to eliminate the Public Works Secretary position, establish the position of Administrative (Confidential) Secretary-Interdepartmental and establish a part-time Deputy Clerk position. The Committee had recommended approval of these changes to Council. After discussion, motion (Dunwiddie/McClory) to eliminate the Public Works Secretary position, establish the position of Administrative (Confidential) Secretary-Interdepartmental and establish a part-time Deputy Clerk position. Roll call vote – Dunwiddie – yes; McClory – yes; Norton – no; Messerschmidt – yes; Taylor – no. Motion carried.

Alderman Dunwiddie stated that the Committee had discussed a request from the City Hall Finance/Utility Billing office staff to work four 10 hour days on a rotating basis. Administrator Tapson had stated that should this proposal be approved, he will draft a memorandum of understanding outlining the provisions. Committee recommended approval with the understanding that management reserves the right to return to a regular schedule at management's discretion. Motion (Dunwiddie/McClory) to approve the four 10 hour day work schedule as proposed. Motion carried.

The Committee also had reviewed an issue regarding termination sick leave payout for an employee intending to resign. After discussion, the Committee recommended to Council that in the event that a letter of resignation is not delivered to the City by July 30, 2010, that the City no longer fund the position. No Council action was required at this time.

Municipal Services and Utilities

Alderman Dunwiddie reported that the Committee had reviewed and recommended approval of a request to grant a 45 day extension to Mann Bros. for the completion of the Morrissy Drive and George Martin Way construction project. Motion (Dunwiddie/Norton) to approve the contract extension with a September 1st deadline. Motion carried.

The Committee had also reviewed a petition requesting the installation of Monroe Street and made the recommendation to Council that the project be at the property owner's expense. Motion (Dunwiddie/Norton) that the installation of Monroe Street be completed at the property owner's expense and deny special assessing for the project. Motion carried.

Finance & Judicial Committee

Alderman Taylor reported that the Committee had reviewed a request to renew the contract with BBE Community Investment Partners to assist with the investment of City funds. Motion (Taylor/McClory) to approve renewal of the contract with BBE as permissible under Wisconsin Statutes and the City's Investment Policy. Roll call vote – Dunwiddie – yes; McClory – yes; Norton – yes; Messerschmidt – yes; Taylor – yes. Motion carried.

The Committee had also reviewed two change order for the Police Department relocation project and recommended approval. Motion (Taylor/Norton) to approve change orders number 11 & 12 in the total amount of \$2,987.31. Roll call vote – Dunwiddie – yes; McClory – yes; Norton – yes; Messerschmidt – yes; Taylor – yes. Motion carried.

Based on Committee recommendation, motion (Taylor/Dunwiddie) to approve a proposal from ProPhoenix, public safety software vendor, in the amount of \$10,500 for the Police Department's software conversion. Roll call vote – Dunwiddie – yes; McClory – yes; Norton – yes; Messerschmidt – yes; Taylor – yes. Motion carried.

BOARDS/COMMISSION

Plan Commission

Mayor Reynolds stated that after review, the Plan Commission recommended approval of a Certified Survey Map for three 8-unit apartments (Evergreen Apartments) to be located at 461 East Geneva Street. Motion (McClory/Messerschmidt) to approve CSM E10.04.006 for CMD Partners/Evergreen Apartments. Motion carried.

NEW BUSINESS

Ordinance No. 10-11: An Ordinance To Rezone Certain Property Within The Boundaries of the City of Elkhorn: Tax Parcel No. YVSE-0006

First reading of Ordinance No. 10-11.

Police Department CSO Vacancy

Captain Slattery stated that there will be a CSO vacancy due to the resignation of Douglas Berg and requested that the Council authorize staffing the position. Motion (Dunwiddie/McClory) to authorize the staffing of the CSO vacancy. Roll call vote – Dunwiddie – yes; McClory – yes; Norton – yes; Messerschmidt – yes; Taylor – yes. Motion carried.

Contract Award: Alpha Terra Science – UST Removal

Information had been provided to Council regarding the environmental cleanup on the municipal property adjacent to 201 Centralia. The most immediate action required is for the removal of an abandoned underground storage tank and testing of the surrounding soils. A proposal from Alpha Terra was reviewed which included two options for either six basic soil samples or six samples with added testing parameters. Motion (Taylor/Norton) to contract with Alpha Terra to perform the necessary environmental consulting services for the removal/disposal of the underground storage tank and to include the optional additional soil testing for a total of \$1,960. Roll call vote – Dunwiddie – yes; McClory – yes; Norton – yes; Messerschmidt – yes; Taylor – yes. Motion carried.

PUBLIC COMMENT

Alderman McClory reminded Council that the Rotary Club is hosting a wine tasting at Pocket Park as a fundraiser for the Matheson Memorial Library on August 6th.

ADJOURN INTO CLOSED SESSION

Motion (Taylor/Norton) to adjourn into Closed Session per State Statute 19.85 (1) (e) by roll call vote “Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.” Roll call vote – Dunwiddie – yes; McClory – yes; Norton – yes; Messerschmidt – yes; Taylor – yes. Motion carried. Adjourned into Closed Session at 6:42 p.m.

Darlene Igl
City Clerk