
COMMON COUNCIL MEETING
March 7, 2011
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, Eric Messerschmidt, Julie Taylor, Kim DeHaan

Absent: Aldermen Scott McClory, Gerald Norton

Others present: City Attorney Ward Phillips, City Administrator Sam Tapson, Police Captain Pat Slattery, City Clerk Darlene Igl, Electric Utility Director Art Schmitz, DPW Director Terry Weter, Finance Director Mary Hinske, Dave Wagner – Ehlers, Maureen VanderSanden – Elkhorn Independent, Jerry Anderson.

CONSENT AGENDA

Motion (Dunwiddie/DeHaan) to approve the minutes of the February 21, 2011 Common Council meeting, bartender operator's licenses for Gabrielle Pausch and Colleen Keyes and a temporary Class "B" License for St. Patrick Parish School for March 26th. Motion carried.

REPORT OF CITY OFFICERS

Mayor's Report

No report.

Administrator's Report

Administrator Tapson stated that he had provided Council with comments on Governor Walker's budget proposal.

Dave Wagner from Ehlers presented a draft report titled "Report on Development Incentive Methodology for Tax Increment District #3". It was stated that it is anticipated that the district would close in either 2016 or 2017. The report outlined two basic forms of incentives that could be made available. Type 1 would provide annual payments equal to 50% of the incremental taxes generated by improvements and would be available if the minimum threshold of \$500,000 per acres is met. Type 2 would provide upfront payments for specific purposes but be limited to development that would meet the City objectives and/or generate value of improvements more than twice the \$500,000 per acre minimum. This report will be discussed further at the next Finance Committee meeting.

The continued operation of the municipal pool was discussed. The City Attorney had been asked to provide an opinion based on information provided from Park & Rec Director Simons at the last Council meeting. It was determined that most items on the list of items in need of repair or replacement are either maintenance items or issues that have existed for an extended period of time and not hazardous. Attorney Phillips stated that the City would not be liable if an injury occurred due to any items listed as concerns.

COMMITTEE REPORTS

Municipal Services & Utilities

Alderman Dunwiddie stated that the Committee had reviewed a proposal from Bonestroo to conduct an asbestos survey. It was recommended by Committee that Council approve Phase 1 of the proposal not to exceed \$3,000. Administrator Tapson stated that a revised proposal had been submitted. It was agreed that this issue would be held for further review at the next Council meeting.

Alderman Dunwiddie stated that the Committee had also reviewed information on the replacement of the lighting system at the city garage. The projected cost of the project was \$33,343 with an estimated payback of 6.3 years. The Committee discussed moving forward with the office area only at this time. Staff was asked to verify whether funds are available from conservation programs for further discussions at a future Committee meeting.

Finance & Judicial

Alderman Taylor stated that the TID 3 Development Incentive Program report had been submitted to the Committee.

The Committee recommended the approval of a Ford Crown Victoria Interceptor to replace a 2007 squad. The lowest quote received was from Elkhorn Motors in the amount of \$21,570.50.

An option of videotaping Council meetings for posting to the City website was presented. The Committee recommended approval.

Administrator Tapson had presented information from The SpyGlass Group on performing a telecommunications audit in an attempt to identify methods to reduce operating costs. After discussion, the Committee recommended approval the Snapshot Audit Agreement to audit the standard land lines.

An agreement with Walworth County to provide GIS hosting/maintenance which will allow the City to utilize the map function of several GIS-based infrastructure maps was reviewed. The Committee recommended approval of the agreement with an initial setup fee not to exceed \$4,000 and annual hosting fees of \$3,000.

The Committee reviewed information on an issue raised by the MML Board regarding utility bills. Board President Tim Shiroda had asked for an accounting of all utility invoices since 2004, a cost sharing of utility expenses going forward and a reimbursement for “over payments” made by MML. After discussion, it was recommended that a cost sharing split of 70/30 for utilities become effective January 1, 2012. In addition, it was recommended that no reimbursement for prior utility costs be made to MML.

NEW BUSINESS

Asbestos Survey Scope of Services

Item placed on hold.

PD Squad Replacement

Motion (Taylor/Dunwiddie) to authorize the purchase of a squad car from Elkhorn Motors in the amount of \$21,750.50. Roll call vote – Dunwiddie, yes; Messerschmidt, yes; Taylor, yes; DeHaan, yes. Motion carried.

Videotaping of Council Meetings

Motion (Taylor/Dunwiddie) to authorize staff to proceed with purchase of video camera/tripod for the purpose of videotaping Council meeting and to authorize modifications to website to accommodate videos. Roll call vote – Dunwiddie, yes; Messerschmidt, yes; Taylor, yes; DeHaan, yes. Motion carried.

SpyGlass Snapshot Audit Agreement

Motion (Dunwiddie/Messerschmidt) to approve the SpyGlass Snapshot Audit Agreement. Roll call vote – Dunwiddie, yes; Messerschmidt, yes; Taylor, yes; DeHaan, yes. Motion carried.

Professional Services Agreement- GIS Hosting/Maintenance

Motion (DeHaan/Dunwiddie) to enter into a GIS hosting/maintenance agreement with Walworth County with an initial setup fee not to exceed \$4,000 and annual hosting fees of \$3,000. Roll call vote – Dunwiddie, yes; Messerschmidt, yes; Taylor, yes; DeHaan, yes. Motion carried.

EDRL Loan: Arris Capital Management

The Committee reviewed and recommended for approval an EDRL loan in the amount of \$22,500 to Arris Capital Management, Inc. to be used to purchase an existing building at 1534 Fairway Lane. Motion (Taylor/Messerschmidt) to approve the EDRL loan to Arris Capital Management, Inc. Roll call vote – Dunwiddie, yes; Messerschmidt, yes; Taylor, yes; DeHaan, yes. Motion carried.

PUBLIC COMMENT

Jerry Anderson inquired whether the municipal pool had been inspected by the State. It was stated that the City Building Inspector will be performing an inspection. Mr. Anderson also asked if there were several bids sought for the asbestos survey. It was stated that the City asked the City Engineer’s firm to provide the scope of services.

ADJOURN INTO CLOSED SESSION

Motion (Dunwiddie/Messerschmidt) 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; Messerschmidt, yes; Taylor, yes; DeHaan, yes. Motion carried. Adjourned into Closed Session at 7:03 p.m.

RECONVENE IN OPEN SESSION

Reconvened in open session at 7:32 p.m.

BELK PROPERTY ACQUISITION

Motion (Dunwiddie/Taylor) to decline acquisition of the Belk property.

ADJOURN

Motion (Dunwiddie/DeHaan) to adjourn at 7:32 p.m. Motion carried.

Darlene Igl
City Clerk