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**COMMON COUNCIL MEETING**  
**November 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, Julie Taylor, Gary Payson, Sr., Kim DeHaan, Scott McClory, Jerry Anderson

Others present: Administrator Tapson, Attorney Ward Phillips, City Clerk Darlene Igl, Police Chief Joel Christensen, Finance Director Mary Hinske, Fire Chief Rod Smith, DPW Director Terry Weter, Park & Rec Director Jeff Simons, Maureen VanderSanden – Elkhorn Independent.

**CONSENT AGENDA**

Motion (McClory/Payson) to approve the minutes of the October 17, 2011 Common Council meeting and bartender operator's licenses for Stephanie E. Mill-Day, Michael J. Barr, Cassandra M. Hrykas, Kendall N. Michalak, Laurie Gianopoulos. Motion carried.

**REPORT OF CITY OFFICERS**

*Mayor's Report*

Mayor Reynolds reported that Alderman Julie Taylor had submitted a Notification of Noncandidacy for District 6.

*Administrator's Report*

Administrator Tapson recommended that an ad-hoc committee be formed to consider the objective of performing an operations analysis as previously discussed. Mayor Reynolds appointed Aldermen Taylor, DeHaan, Dunwiddie and Payson to the Committee.

Administrator Tapson stated that a meeting had been scheduled with union representatives to discuss the general approach to the act 10/32 implementation. In addition, two surveys have been developed. One survey will be submitted to the Council and one survey will be provided to City employees to gather input on the implementation.

Administrator Tapson reported that Electric Utility Director Art Schmitz has submitted a notice of intent to retire effective March 23, 2012.

**COMMITTEE REPORTS**

*Municipal Services & Utilities*

Alderman Dunwiddie stated that a request for the City to abandon a right-of-way had been received from Duane Kurth for his property at 203 S. Jackson. The Committee recommended referral of this request to the Plan Commission with costs to be paid by property owner or buyer subject to the City retaining the storm sewer right-of-way on the property and subject to confirmation that the City doesn't own the street on the property. Administrator Tapson stated that the Plan Commission had agreed. Motion (Dunwiddie/Anderson) to authorize the City

Attorney to prepare legal documents necessary for the City to relinquish the right-of-way. Motion carried.

Based on a resident concern of water pooling near the crosswalk at Westside School, the Committee had requested that the area be patched. It was reported that the project was complete.

### ***Legislative & Regulatory***

Alderman Taylor stated that revised language for Section 12 Direct Sellers was recommended for approval.

After discussion, the Committee came to the concensus that Plan Commission membership should be limited to residents of the City.

Additional municipal code amendments were discussed such as the regulating of dumpsters and PODS as well as modifications to the parking regulations.

## **BOARDS/COMMISSION**

### ***Plan Commission***

Alderman Taylor stated that the Plan Commission had recommended that the petition for detachment of the Boeger property (Tax Key No. YVSE-00028) be denied. Motion (Taylor/DeHaan) to deny the Boeger petition for detachment. Motion carried.

## **NEW BUSINESS**

### ***Ordinance No. 11-13: An Ordinance to Amend the City of Elkhorn Municipal Code at Section 12.06 Direct Sellers***

First reading of Ordinance No. 11-13.

### ***N. Washington Street Trees***

Park & Rec Director Simons stated that he had received a quote for the planting of trees on N. Washington Street to replace trees removed during the street construction project. The quote was in the amount of \$7,875 from Prairie Tree for 35 trees. Motion (McClory/Dunwiddie) to approve the purchase and installation of 35 trees at a cost of \$7,875. Roll call vote; Dunnwiddie, yes; Taylor, yes; Payson, yes; DeHaan, yes; McClory, yes; Anderson, yes. Motion carried.

### ***Change Order No. 1 Washington Street***

A change order for the Washington Street reconstruction project was reviewed. Motion (Taylor/Anderson) to approve Change Order #1 in the amount of \$159,170.37. Roll call vote; Dunnwiddie, yes; Taylor, yes; Payson, yes; DeHaan, yes; McClory, yes; Anderson, yes. Motion carried.

### ***Change Order No. 1 2011 Mill & Overlay***

A change order for changing the milling and new asphalt to a 4” depth on the 2011 Mill & Overlay project was reviewed. Motion (Taylor/DeHaan) to approve Change Order #1 in the amount of \$66,951.05. Roll call vote; Dunnwiddie, yes; Taylor, yes; Payson, yes; DeHaan, yes; McClory, yes; Anderson, yes. Motion carried.

## **2012 BUDGET REVIEW**

Minor revisions to the 2012 proposed budget were proposed by Administrator Tapson. It was stated that these modifications have no impact on the aggregate levy proposed. The budget

document will be revised and changed pages will be distributed prior to final Council action on the 2012 budget.

**PUBLIC COMMENT**

No public comments.

**ADJOURN**

Motion (Dunwiddie/Anderson) to adjourn at 6:40 p.m.

Darlene Igl  
City Clerk