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**COMMON COUNCIL MEETING**  
**October 15, 2012**  
**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 Gary Payson, Sr., Scott McClory, Brian Olson, Jerry Anderson, Jim D'Alessandro, Kim DeHaan

Others present: City Administrator Sam Tapson, Attorney Ward Phillips, City Clerk Darlene Igl, Police Chief Joel Christensen, Finance Director Mary Hinske, DPW Director Terry Weter, Electric Utility Director John Murphy, Fire Chief Rod Smith, Doug Snyder – Baxter & Woodman, Maureen VanderSanden – Elkhorn Independent, residents.

**PUBLIC COMMENT**

Ed Robers raised concerns regarding truck traffic and drivers travelling at excessive speeds on Lincoln Street.

**CONSENT AGENDA**

Motion (Payson/DeHaan) to approve the minutes of the October 1, 2012 Common Council meeting, a temporary Class "B"/"Class B" Retailers License for VIP Ultimate Indoor Tailgate Party on December 2, 2012 and bartender operator's licenses for Hector Angel Leon and Abriel L. Odling. Motion carried.

**BILLS PAYABLE**

Motion (McClory/Payson) to approve the City and Utility Bills in the amount of \$2,787,576.21 (Check number 88375-88657). Roll call vote: Payson, yes; McClory, yes; Olson, yes; Anderson, yes; D'Alessandro, yes; DeHaan, yes. Motion carried.

**REPORT OF CITY OFFICERS**

*Mayor's Report*

No report.

*City Administrator's Report*

Administrator Tapson stated that information had been received from the soccer club regarding the condition of the fields at Sunset Park. This issue was referred to the Municipal Services Committee.

Administrator Tapson presented the proposed 2013 budget and outlined the following three objectives: maintain current service levels, ensure long-term financial integrity and tax sensitivity. It was stated that the proposed levy maximizes the current capacity under levy limits. The projected rate was \$6.82 per thousand which is up \$.07. Assessed values have decreased so taxpayers will see little change in their tax bills. The Finance & Judicial Committee as well as the Common Council will continue budget discussions and the Public Hearing is set for November 12.

## **LIAISON REPORTS**

Historic Preservation – no report  
Fire Advisory Board – no report  
Library Board – craft fair first Sat. in November  
Chamber – reviewed budget  
Elkhorn Downtown Partnership – no report  
Police & Fire Commission – no report  
Recreation Advisory Board – no report  
Sunset Pool Ad Hoc – no report

## **COMMITTEE REPORTS**

### ***Municipal Services & Utilities***

The Committee recommended to Council the adoption of the new APPA Safety Manual for Electric Utilities.

### ***Human Resources***

The Committee reviewed the proposed position description for the Recreation Program Director position and recommended that the Council authorize publication of the employment opportunity.

### ***Finance & Judicial***

The Committee had reviewed and recommended approval of a request to write off \$2,074.89 in accounts receivable from two companies that have filed bankruptcy.

The Committee recommended approval of computer purchases for the Finance Director, Treasurer and Electric Director not to exceed \$2,200.

The bid tabulation for wells 9 & 10 was reviewed and it was recommended that the City contract with Water Well Solutions to construct the wells contingent upon available financing and approval of the project by the Public Service Commission.

A proposal to the City for the purchase of parcels owned by Dominic Sergi was discussed and the Committee recommended to Council that the parcels not be purchased at this time. Motion (McClory/DeHaan) to reject the counter proposal for the purchase of land from Dominic Sergi. Motion carried.

## **NEW BUSINESS**

### ***Ordinance No. 12-13: An Ordinance to Amend the Elkhorn Municipal Code at Chapter 5, Titled "Fire Protection"***

Motion (Anderson/DeHaan) to adopt Ordinance No. 12-13. After discussion, motion (Anderson/DeHaan) rescinded. It was agreed that Chapter 5 related to burning would be further reviewed by the Legislative & Regulatory Committee.

### ***Resolution No. 12-15: A Resolution to Adopt APPA Safety Manual for Electric Utilities, Fifteenth Edition***

Motion (Payson/Anderson) to adopt Resolution 12-15. Motion carried.

### ***Consider Position Description: Recreation Program Director***

Motion (Olson/DeHaan) to authorize the posting/publication of the Recreation Program Director position. Roll call vote – Payson, yes; McClory, yes; Olson, yes; Anderson, yes; D’Alessandro, yes; DeHaan, yes. Motion carried.

***Accounts Receivable Write-Off***

Motion (Payson/McClory) to authorize Finance Director Mary Hinske to write off \$2,074.89 of accounts receivable from two companies that filed bankruptcy. Roll call vote – Payson, yes; McClory, yes; Olson, yes; Anderson, yes; D’Alessandro, yes; DeHaan, yes. Motion carried.

***Computer Purchase***

Motion (DeHaan/Anderson) to authorize staff to purchase three computers as requested not to exceed \$2,200. Roll call vote – Payson, yes; McClory, yes; Olson, yes; Anderson, yes; D’Alessandro, yes; DeHaan, yes. Motion carried.

***Wells No. 9 & 10***

Motion (McClory/Payson) to award the contract to Water Well Solutions to construct wells 9 & 10 contingent upon financing availability and Public Service Commission approval of the project. Roll call vote – Payson, yes; McClory, yes; Olson, yes; Anderson, yes; D’Alessandro, yes; DeHaan, yes. Motion carried.

**ADJOURN**

Motion (Anderson/Olson) to adjourn at 6:45 p.m.

Darlene Igl  
City Clerk