
COMMON COUNCIL MEETING MINUTES
November 17, 2014
CITY OF ELKHORN
COUNCIL CHAMBERS, 9 S. BROAD ST., ELKHORN, WI 53121

The Common Council meeting was called to order at 5:30 p.m. in the Council Chambers followed by the Pledge of Allegiance, followed by Roll Call.

ROLL CALL

Present: Mayor Brian Olson, Aldermen Gary Payson, Sr., Hoss Rehberg, Gregory Huss, Jim D'Alessandro, Scott McClory, Tom Myrin

Others present: City Administrator Sam Tapson, Attorney Ward Phillips, Finance Director James Heilman, City Clerk Cairie Virrueta, Police Chief Joel Christensen, Utility Director John Murphy, Fire Chief Rod Smith, Rec Director Wendy Ard, DPW Operations Manager Martin Nuss, City Engineer Gary Welsh, Reporter Kellen Olshefski

PUBLIC COMMENT

No public comment.

CONSENT AGENDA

Motion (Payson/Huss) to approve the minutes of the November 3, 2014 Common Council and November 10, 2014 Special Council meeting. Motion carried.

BILLS PAYABLE

Motion (McClory/Payson) to approve the bills in the amount of \$2,068,349.34 (Check number 96112-96179). Roll call vote: Payson, yes; Rehberg, yes; Huss, yes; D'Alessandro, yes; McClory, yes; Myrin, yes. Motion carried.

REPORT OF CITY OFFICERS

Mayor's Report

Mayor Olson informed the Council that Dan Duchemin resigned from the Park and Rec Board as he doesn't have the time for it. Mayor Olson appreciated his past service. He said that Connie Gatz would replace him and she would be an asset to the Park and Rec Board. He also said that she is very dedicated, does grant writing and does great work on other boards. **Motion (Payson/Rehberg) to approve Connie Gatz to the Park and Recreation Board. Roll call vote: Payson, yes; Rehberg, yes; Huss, yes; D'Alessandro, yes; McClory, yes; Myrin, yes. Motion carried.**

City Administrator's Report

Administrator Tapson set that all the Engineering firms are set to go for the interviews on Thursday. He said that the classification study from Springsted is near completion. He didn't expect there to be large impacts to the City as a result of the study. Administrator Tapson said that the City was notified 2-3 weeks ago that it was designated by the WI DNR as a community to participate in the MS4 permit process and it is on the agenda for action under New Business. It is due January 26, 2015 and Stantec has a Task Order to approve to complete the permit. Engineer Welsh said that a grant may be available for the project.

Finance Director's Report

None.

LIAISON REPORTS

Historic Preservation – no report

Fire Advisory Board – no report

Library Board – Library Director Selje said that there was a Donor Recognition program and two upcoming programs are about Medicare and the Walworth County barn quilts. The library has started to tag their collection with radio frequency tags.

Chamber – Alderman Myrin said that Oktoberfest was the biggest to date; he invited all to attend a Chamber Christmas event; there is a December 5 Tree Lighting with a Reception at the library and the Christmas parade is on December 6. He also passed around the Christmas card for this year.

Recreation Advisory Board – Alderman Rehberg said that the board meets Wednesday at 5:30 p.m. He said that dogs are invited to participate in the 2nd Annual Reindeer Run.

COMMITTEE REPORTS

Finance and Judicial

Alderman McClory said this was the second year to approve the EMS Staffing Contract and it has been very successful. **Motion (McClory/Payson) to approve the EMS Staffing Contract for 2015 for \$198,391.56.**

Fire Chief Rod Smith said that as a result of the contract response time has gone from 7-9 minutes to 3-4 minutes. He pointed out that the City's contribution to the contract is \$124,986.68 **Roll call vote: Payson, yes; Rehberg, yes; Huss, yes; D'Alessandro, yes; McClory, yes; Myrin, yes. Motion carried.**

Police Chief Christensen said that the police department used to have VIP Services clean, however, they are no longer available. They then solicited bids to also include cleaning City Hall, the Fire Department and Rec Department. Diversified out of Janesville was the lowest bidder. **Motion (McClory/Payson) to revise the 2015 Budget and award the contract to the lowest, responsible bidder, Diversified Building Maintenance. Roll call vote: Payson, yes; Rehberg, yes; Huss, yes; D'Alessandro, yes; McClory, yes; Myrin, yes. Motion carried.** DPW Manager Nuss said that it would save in 600 DPW man hours a year.

Alderman McClory said that City Hall was asking to install partitions in order to increase productivity by reducing distractions. **Motion (McClory/Myrin) to amend budget and approve the City Hall office partitions for \$2,641.00. Roll call vote: Payson, yes; Rehberg, yes; Huss, yes; D'Alessandro, yes; McClory, yes; Myrin, yes. Motion carried.**

Legislative and Regulatory

Alderman Rehberg informed the council that at the recent meeting 50 demerit points were issued to Elkhorn Saloon due to being open after bar closing hours. Elkhorn Saloon currently has 150 demerits points due to the same incident earlier this year and another incident.

UNFINISHED BUSINESS

Mayor Olson said that he, Administrator Tapson and DPW Manager Nuss met with CCI and MSA that morning and have Change Order Number Four for Sunset Pool for Council approval. He said that large excavations have been completed other than a couple of sidewalks. They, along with MSA, vetted the change order and recommend approval. He also said some design options are being sent back to MSA that may result in some potential cost savings. **Motion (Payson/D'Alessandro) to approve Sunset Pool Change Order Number Four for \$93,187.59. Roll call vote: Payson, yes; Rehberg, yes; Huss, yes; D'Alessandro, yes; McClory, yes; Myrin, yes. Motion carried.**

NEW BUSINESS

Motion (Payson/McClory) to approve the 2015 Budget. Alderman D'Alessandro said that the budget process went well, that all the departments were responsible but that he struggled with the tax to the maximum on the levy and he will vote no because of that. Mayor Olson appreciated the hard work of the staff working on the budget. **Roll call vote: Payson, yes; Rehberg, yes; Huss, yes; D'Alessandro, no; McClory, yes; Myrin, yes. Motion carried.**

Motion to approve Stantec Task Order for preparation of Notice of Intent NS4 permit for up to \$4,000. Alderman D'Alessandro asked City Engineer Welsh how costs were determined. Engineer Welsh said that it will take a couple of days to gather information for the form and that Stantec will also meet with the

County to see what the City can save on costs. **Roll call vote: Payson, yes; Rehberg, yes; Huss, yes; D'Alessandro, yes; McClory, yes; Myrin, yes. Motion carried.**

PUBLIC COMMENT

City Attorney Phillips told the council that the school district has a community survey circulating and they were looking for comments on renovating school buildings. It is due Friday and is available on the school's website.

Alderman Rehberg would like to thank DPW Manager Nuss and DPW staff on the snow removal in respect to the leaves left for pickup. Leaves were not thrown back into yards and many residents appreciated that. DPW Manager said that the leaves should be removed by next Wednesday.

ADJOURN

Motion (Rehberg/Payson) to adjourn at 6:02 p.m.

Cairie L. Virrueta
City Clerk

Approved 12/1/14