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**CITY OF ELKHORN COMMON COUNCIL  
MEETING MINUTES  
March 2, 2015  
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, 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, Library Director Lisa Selje, DPW Operations Manager Martin Nuss, Recreation Director Wendy Meyer, City Engineer Ryan Cardinal, Tawsif Anam, other interested persons.

**PUBLIC HEARING: WALWORTH COUNTY HAZARD MITIGATION PLAN**

No public comments.

**CONSENT AGENDA**

Motion (Payson/McClory) to approve the minutes of the February 16, 2015 Common Council, February 23, 2015 Special Council meetings and a Temporary Class "B" Retailers License for St. Patrick's Parish Event on March 14, 2015. Motion carried.

**REPORT OF CITY OFFICERS**

***Mayor's Report***

Jason Tadlock from the Elkhorn Area School District presented information on the upcoming school referendum.

Alderman Payson introduced Phyllis Olson of the Elkhorn Garden Club. She informed the Council that the club will regrettably no longer be able to plant the flowers around the City. The Mayor thanked Ms. Olson and the club for all the wonderful work they have done for the City.

Mayor Olson was contacted by a marketing campaign/firm regarding advertising the City on 20 different cable channels, including The Discovery Channel. The ad would be around five minutes long and is for cities on the rise. The Mayor completed the initial interviews and wanted to know if the Council was interested in continuing the process; the cost would be approximately \$19,000. It was decided to put this on the next regular Finance and Judicial Committee agenda for further review.

***City Administrator's Report***

Administrator Tapson handed out the final report from Springsted. He would like to schedule the consultant to come speak to the Council about the report before the end of the month. He asked the Council if they wanted it as a Work Session or part of the Council meeting. Several positions are below market value and this has implications for the 2016 budget year.

***Finance Director's Report***

None.

**COMMITTEE REPORTS**

***Municipal Services and Utilities***

Alderman Payson said the committee discussed options on revising the City's snow removal plan. The updated plan will be brought to the Council once it is completed.

DPW Manager Nuss gave a short presentation to the committee on the MS4 permit. Leaves may no longer be put onto the curb as they end up in the storm water. The committee will continue discussions on what to do for leaf collection.

The committee continues to discuss installing EVP devices on street lights in the City and the need and costs associated with it.

### ***Financial and Judicial***

Alderman McClory said DPW sought approval to purchase a new mower. **Motion (McClory/Payson) to approve the purchase of the budgeted DPW mower from Mid States Equipment for \$10,905.18. Roll call vote: Payson, yes; Rehberg, yes; Huss, yes; McClory, yes; Myrin, yes. Motion carried.**

The City purchased 75 ceramic pots in the fall and funds are needed to purchase the soil and flowers for the pots. This is part of the downtown beautification project. **Motion (McClory/Payson) to pay Pesches \$3,825 for soil and plants for the downtown planter pots. Roll call vote: Payson, yes; Rehberg, yes; Huss, yes; D'Alessandro, yes; McClory, yes; Myrin, yes. Motion carried.**

The committee finished reviewing the City's Financial Management Policies and Standards of Performance Manual. Some "shalls" were added to the manual and most updates came through the City Administrator and Finance Director's office. **Motion to approve the FMP Manual after Common Council approval by resolution. Motion carried.**

### ***Parks and Recreation***

Recreation Director Meyer introduced Pool Manager Alyssa Markuson. Meyer presented hours and fees the Parks and Recreation Committee recommended for the new pool. **Motion (Payson/Huss) to approve the Sunset Pool entrance/use fees and hours as recommended by the Park and Rec Committee.**

Alderman McClory asked why resident/non-resident fees were the same. Rec Director Meyer replied that it can be difficult for high school pool employees to determine resident/non-resident status and it avoids arguments and delays at the gate. She said the best rate for residents was given by purchasing a summer membership. Mayor Olson asked if there was a limit on the membership pass; Rec Director Meyer said yes there was, extra members cost \$10. **Roll call vote: Payson, yes; Rehberg, yes; Huss, yes; McClory, yes; Myrin, yes. Motion carried.**

### **NEW BUSINESS**

**Motion (Payson/McClory) to approve Ordinance No. 15-01 an Ordinance to Amend the Elkhorn Municipal Code at Chapters 7, 8 and 12 (Second Reading.) Roll call vote: Payson, yes; Rehberg, yes; Huss, yes; McClory, yes; Myrin, yes. Motion carried.**

**Motion (Payson/Rehberg) to approve Ordinance No. 15-02 an Ordinance to Amend the Elkhorn Municipal Code at Chapter 1 (Second Reading.) Roll call vote: Payson, yes; Rehberg, yes; Huss, yes; McClory, yes; Myrin, yes. Motion carried.**

**Motion (Payson/Huss) to approve Resolution No. 15-04 Walworth County Hazard Mitigation Plan. Roll call vote: Payson, yes; Rehberg, yes; Huss, yes; McClory, yes; Myrin, yes. Motion carried.**

### **PUBLIC COMMENT**

None.

### **ADJOURN TO CLOSED SESSION**

**Motion (Rehberg/Payson) to adjourn to closed session pursuant to §19.85(1)(e) "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" regarding Market Street right-of-way acquisition and an economic development proposal update. Roll call vote: Payson, yes; Rehberg, yes; Huss, yes; McClory, yes; Myrin, yes. Motion carried. Adjourned to closed session at 6:00 p.m.**

### **RECONVENE IN OPEN SESSION**

Reconvened in open session at 6:38 p.m.

**ADJOURN**

Motion (Payson/Rehberg) to adjourn at 6:38 p.m.

Cairie L. Virrueta  
City Clerk

**Approved 03/16/15**