
CITY OF ELKHORN COMMON COUNCIL
MEETING MINUTES
April 6, 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, 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 Captain Jon Anzalone, Utility Director John Murphy, Fire Chief Rod Smith, Library Director Lisa Selje, DPW Operations Manager Martin Nuss, Recreation Director Wendy Meyer, City Engineer Paul VanHenkelum, Reporter Kellen Olshefski, Chris Clapper, other interested persons.

PUBLIC COMMENT

No public comment.

CONSENT AGENDA

Motion (Payson/Huss) to approve the minutes of the March 2, 2015 Common Council and March 23, 2015 Committee of the Whole meeting. Motion carried.

REPORT OF CITY OFFICERS

Mayor's Report

No report.

City Administrator's Report

Economic Development Market Study Recommendation

Administrator Tapson said five firms were interviewed for the Economic Development Market Study and the interview team unanimously agreed to recommend Redevelopment Resources. **Motion (McClory/Payson) to recommend Redevelopment Resources for a City economic development market study. Roll call vote: Payson, yes; Rehberg, yes; Huss, yes; D'Alessandro, yes; McClory, yes; Myrin, yes. Motion carried.**

Storm Water Management Plan: WDNR Planning Grant Application

The DNR Storm Water Management Program (MS4) permit has been submitted. It requires an assessment of storm water management facilities and the development of a local Storm Water Management Plan, which requires mapping (GIS) of all related infrastructure and the preparation of a Storm Water Management Report; the estimated cost of which is \$140,174. The City may apply for a WDNR Planning Grant, which provides up to 50% of the cost for eligible program related activities. The City must pass a resolution authorizing submittal of the grant. The required resolution appears on the Council agenda for approval.

NE Water Treatment Facility: WDNR Safe Drinking Water Loan Application

Administrator Tapson said the SDWL application requires that plant design accompany the submittal. Baxter and Woodman will prepare the re-design of the water treatment plant without cost to the City provided that, pending bids being at or below the engineer's estimated cost, project completion is authorized by the Council. If the City decides not to proceed to construction, Baxter and Woodman will be compensated for the plant redesign (\$35K) plus work performed in the preparation of project bidding. **Motion (McClory/Payson) for Baxter and Woodman to proceed with the Safe Drinking Water Loan Application.** The plant will have added costs as it is required to purchase American made steel. Alderman D'Alessandro asked what the total amount was for the loans? Jerry Groth said it was \$9.9 million including bonds and insurance plus 20%. The project uses a different rate than the state prevailing wage as required by the SDWL loan. Alderman D'Alessandro asked if the City doesn't use the loan what the savings would

be for wages. Groth said the project cost could go down to \$7 million and the project could be bid both ways, including removing the garage. **Roll call vote: Payson, yes; Rehberg, yes; Huss, yes; D'Alessandro, yes; McClory, yes; Myrin, yes. Motion carried.**

Sunset Pool: Construction Operating Hours

The pool contractor would like to change construction hours from 7 a.m. through 4 p.m. to 7 a.m. through 7 p.m. All favored, none opposed to the contractor working until 7 p.m.

Finance Director's Report

No report.

COMMITTEE REPORTS

Municipal Services and Utilities

Water Fluoridation Discussion Regarding Resumption of Activity

Alderman Payson said a group spoke to the committee regarding adding fluoride to the City's water supply. Utility Director Murphy said it would cost \$7-8,000 to get setup and running at the Centralia plant and costs would be around \$6,000 a year for fluoride. To install an analyzer would cost an extra \$6,500. The committee will discuss it further at the next meeting.

City Engineer Project Updates and Review/Discussion of Sunset Pool Parking Lot Design

City Engineer VanHenkelum said the plans for the pool parking lot designs have been completed and bids are due next week. Three separate bids are included. Mayor Olson said the Plan Commission will be reviewing the adjustment for the islands on Thursday.

Property Maintenance Code Review of Proposed Modifications to Code and Guidelines

The ordinance for the changes is later in the meeting.

Financial and Judicial

City View

Mayor Olson said the City View contract was revised and reviewed by the City Attorney, but he questioned if it is the right time to pursue it. Alderman McClory asked if references for City View were checked; no they were not. Alderman Myrin felt with the EEDA, Marketing Study and new pool it would be best to wait on this. Motion to not move forward at this time. All favored, motion carried.

Room Tax Allocation Discussion Regarding Proposed Revisions to Municipal Code

Changes to the City's ordinance are under new business.

Human Resources

Springsted Classification and Compensation Study

Alderman D'Alessandro read a prepared statement, explaining that he opposes moving the study to the council meeting as he feels it needs further exploration at the committee level. He felt the accuracy of the study was questionable and referenced the alleged use of 2011 data for utility employees. He asked City Attorney Phillips to make a legal recommendation on the study; Phillips said he needed to research it first. Alderman D'Alessandro questioned where the funds were coming from for bringing employees up to the entry level rate. Administrator Tapson said funds were available in the contingent reserve account. Administrator Tapson said information on the electric utility employees has been resubmitted to Springsted and it is being looked into. Mayor Olson asked the council if they were comfortable backdating to April 6 if a decision wasn't made that evening regarding making employees whole at the entry rate; the financial impact was approximately \$21,000 for the rest of the year. Alderman D'Alessandro wanted to look at the job descriptions in case some needed changing. Alderman Payson explained that everyone's job descriptions were examined by the committee prior to the study. Administrator Tapson said each employee wrote their description which was reviewed by their supervisor and/or department head and then sent to Springsted. The results showed where the job/duties needed to be based on the market place. **Motion (Rehberg/Payson) to send the study back to the Human Resources Committee and make the pay rate increase retroactive to April 6.** Library Director Selje pointed out the library is the department with the most underpaid employees and felt waiting longer was too long. She can bring the

three employees the most underpaid up to the entry level without having to do a budget adjustment and the other increases would cost \$19,541, as determined by the City Treasurer. The library's part of the study will be discussed at the next HR committee meeting. **Roll call vote: Huss, yes; McClory, yes; Payson, yes; Rehberg, yes; D'Alessandro, yes; Myrin, yes. Motion carried.**

NEW BUSINESS

First Readings:

Ordinance No. 15-03 An Ordinance to Amend the Elkhorn Municipal Code at Chapter 20, Titled "Property Maintenance"

Ordinance No. 15-04 An Ordinance to Amend the Elkhorn Municipal Code at Chapter 14, Titled "Building Code"

Ordinance No. 15-05 An Ordinance to Amend the Elkhorn Municipal Code at Chapter 3 Titled "Finance and Budgeting"

Motion (Payson/Huss) to approve Resolution No. 15-06 A Resolution Approving the Application for an Urban Nonpoint Source and Storm Water Management Program Planning Grant for the Purpose of Funding Urban Storm Water Planning with the WI DNR. Roll call vote: Payson, yes; Rehberg, yes; Huss, yes; D'Alessandro, yes; McClory, yes; Myrin, yes. Motion carried.

PUBLIC COMMENT

None.

ADJOURN TO CLOSED SESSION

Motion (Payson/Rehberg) to adjourn to closed session pursuant to Wisconsin Statute 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 Property Acquisition and Eminent Domain; and pursuant to Wisconsin Statute 19.85(1)(g) "Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved" regarding the square display. Motion carried. Adjourned to closed session at 6:20 p.m.

RECONVENE IN OPEN SESSION

Reconvened in open session at 6:36 p.m.

ADJOURN

The council adjourned at 6:36 p.m.

Cairie L. Virrueta
City Clerk

Approved 04/21/15