
**CITY OF ELKHORN COMMON COUNCIL
MEETING MINUTES
December 7, 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 Michael Kluck, Hoss Rehberg, Bruce Lechner, 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, DPW Operations Manager Martin Nuss, City Engineer Paul VanHenkelum, Reporter Kellen Olshefski, other interested persons.

PUBLIC COMMENT

None.

CONSENT AGENDA

Motion (Rehberg/Huss) to approve the minutes of the November 16, 2015 Common Council meeting. Voice vote; motion carried.

REPORT OF CITY OFFICERS

Mayor's Report

Appointment of Recreation Board Member

Mayor Olson recommended appointing Elizabeth Kresen, a City resident, who replaces the vacancy created when Bruce Lechner became Alderman. **Motion (Lechner/McClory) to appoint Elizabeth Kresen to the Recreation Board. Voice vote; motion carried.**

Appointment of Election Inspectors

The City Clerk provided a list of Election Inspectors. **Motion (Rehberg/Huss) to approve the 2016 Election Inspectors as provided by the City Clerk. Voice vote; motion carried.**

The Mayor also thanked Recreation Director Meyer and Chris Clapper for an excellent Reindeer Run and Christmas Parade. He thanked DPW Manager Nuss for his help with the flag pole.

City Administrator's Report

Administrator Tapson said West Side School's project is ready to issue the building permit with some contingencies. Sewer approval by WALCOMET is outstanding. Mayor Olson said all contingencies are based on the Occupancy Permit.

The variance for the Water Treatment Plants was approved by the state. Mayor Olson asked what the next step was. Administrator Tapson said bidding will take place approximately the end of February and need to be reviewed after.

Finance Director's Report

None.

Presentation: Elkhorn Area Youth Center

Frank and Jean Raidl spoke to the Council about the Youth Center across from the fairgrounds. They are looking for volunteers. They provide a place for kids to go after school, especially middle school students. They also run an at-risk high school program.

COMMITTEE REPORTS

Municipal Services and Utilities

CCI Discussion About Sunset Pool Punch List

Clint Wallisch, from CCI, was at the committee meeting and apologized for taking so long and said work on the punch list will start in December. The committee chose to leave the exhaust fans as is and to not install single post sleeves.

Engineer Updates: Payne & Dolan Street Project Payment Request

City Engineer VanHenkelum said this includes Change Order #2 and it is a request to pay for work to date.

Motion (Huss/Kluck) to pay Payne & Dolan \$395,532.20 for work on the street project. Roll call vote: Huss, yes; McClory, yes; Lechner, yes; Rehberg, yes; Kluck, yes; Myrin, yes. Motion carried.

Engineer Updates: Change Order for Streets Project: Sunset Drive and Second Avenue

City Engineer VanHenkelum said the change order is for additional curb and gutter on Second and for patching of miscellaneous streets as previously approved. **Motion (Huss/McClory) to approve the Payne & Dolan Change Order in the amount of \$89,743.19. Roll call vote: Huss, yes; McClory, yes; Lechner, yes; Rehberg, yes; Kluck, yes; Myrin, yes. Motion carried.**

Tasch Park Bid Recommendations

Alderman Huss said Western Contractors were the lowest bidder for Tasch Park baseball fields. The committee discussed sod or seed options and the cost and options for watering the fields. Alderman Rehberg wants to see an accurate contract for the project. City Engineer VanHenkelum will bring back the revised contract to the next committee meeting. He would like to issue the Notice to Proceed in February or March.

Proctor Drive Alternative Recommendations

The committee considered three alternatives for Proctor Drive: #1- narrowing the road to 24 feet with a 10 feet path; #2-mill and overlay and add a bike area on road; and #3- replace all curb and gutter on road. They recommend the second option as there were concerns by area businesses with narrowing the road and truck traffic. The road is also used for overflow parking from the park. City Engineer VanHenkelum said soil tests show good soil, but the project budgeted for bad soils. He would like to bid the project in January. **Motion (Huss/Kluck) to send Option #2 for bid. Roll call vote: Huss, yes; McClory, yes; Lechner, yes; Rehberg, yes; Kluck, yes; Myrin, yes. Motion carried.**

Financial and Judicial

2016 Fireworks Display

Alderman McClory said the committee asked Bartolotta if the \$1,000 in product was in additional product or a discount on the current program. They also asked for a detailed list of the fireworks to be used in the display and are awaiting a response. A decision will need to be made by April.

City Banking Services RPF Recommendation

Finance Director Heilman said after meeting with the bidders and thoroughly reviewing each bid, the City Treasurer, Deputy Treasurer and he recommended switching to Associated Bank. In addition to saving on fees and an increased interest rate offered, Associated Bank met the collatorization needed and offered the services the City required. **Motion (McClory/Kluck) to approve switching the City's banking services to Associated Bank for four years. Roll Call Vote: Huss, yes; McClory, yes; Lechner, yes; Rehberg, yes; Kluck, yes; Myrin, abstained. Motion carried.**

Solid Waste/Recycling Contract Renewal

Alderman McClory said the committee approved an 8 year contract with Advanced Disposal, which includes language for different leaf options including the City providing leaf pick-up. Administrator Tapson said CVMIC reviewed the insurance requirements and the City Attorney reviewed the contract. **Motion**

(McClory/Huss) to approve the Advanced Disposal Solid Waste/Recycling Contract for Eight Years. Roll call vote: Huss, yes; McClory, yes; Lechner, yes; Rehberg, yes; Kluck, yes; Myrin, yes. Motion carried.

UNFINISHED BUSINESS

Corporate Contractors Application and Certificate for Payment for Sunset Pool: Administrator Tapson said the retainage is \$50,000 which will be held until all the work is complete. **Motion (McClory/Huss) to pay Corporate Contractors \$110,239.56, holding \$50,000 in retainage until the project is completed to satisfaction.** Roll call vote: Huss, yes; McClory, yes; Lechner, yes; Rehberg, yes; Kluck, yes; Myrin, yes. Motion carried.

NEW BUSINESS

Payne & Dolan Application and Certificate for Payment for Sunset Pool Entrance and Parking Lots: Motion (Rehberg/Kluck) to pay Payne & Dolan \$28,435.21 for the Sunset Pool Entrance & Parking Lots. Roll call vote: Huss, yes; McClory, yes; Lechner, yes; Rehberg, yes; Kluck, yes; Myrin, yes. Motion carried.

Ordinance No. 15-18 An Ordinance to Amend the Municipal Code at Chapter 7, Titled "Seasonal Parking"

(First Reading): Administrator Tapson said the change was to remove dates from the ordinance and link seasonal parking to weather service announcements, which helps with enforcement.

Ordinance No. 16-01 An Ordinance Establishing a Salary Schedule Covering Elected Officials (First

Reading): This ordinance equalizes pay for all aldermen. **Motion (McClory/Rehberg) to waive the First Reading of Ordinance No. 16-01 An Ordinance Establishing a Salary Schedule Covering Elected Officials.** Roll call vote: Huss, yes; McClory, yes; Lechner, yes; Rehberg, yes; Kluck, yes; Myrin, yes. Motion carried. The Ordinance was renumbered to No. 15-19. **Motion (McClory/Huss) to approve Ordinance No. 15-19, An Ordinance Establishing a Salary Schedule Covering Elected Officials.** Roll call vote: Huss, yes; McClory, yes; Lechner, yes; Rehberg, yes; Kluck, yes; Myrin, yes. Motion carried.

Request for Assignment of Easement by Gypsum Supply: City Attorney Phillips said the property is being sold and this is to assign the easement to the new owners. **Motion to approve the assignment of easement for Gypsum Supply.** Roll call vote: Huss, yes; McClory, yes; Lechner, yes; Rehberg, yes; Kluck, yes; Myrin, yes. Motion carried.

PUBLIC COMMENT

None.

ADJOURN TO CLOSED SESSION

Motion (Kluck/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 E. Market ROW Property Acquisition and possible sale of Municipal Properties. Council adjourned at 6:19 p.m.

RECONVENE IN OPEN SESSION

Reconvened in open session at 6:41 p.m.

The council discussed the next Common Council meeting for December 21 and upcoming committee meetings. Administrator Tapson said he and Finance Director Heilman would like to schedule future Financial Planning Work Sessions on days other than Mondays. Alderman Kluck said he would need them to be after 5:30 p.m.

ADJOURN

Motion (Rehberg/Lechner) to adjourn at 6:49 p.m.

Cairie L. Virrueta
City Clerk

Approved 01/04/2016