
**CITY OF ELKHORN COMMON COUNCIL
MEETING MINUTES
January 4, 2015
COUNCIL CHAMBERS, 9 S. BROAD ST., ELKHORN, WI 53121**

The Common Council meeting was called to order by Mayor Olson 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, 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, Patrolman Mike Finster, other interested persons.

PUBLIC COMMENT

None.

CONSENT AGENDA

**Motion (Rehberg/Huss) to approve the minutes of the December 7, 2015 Common Council meeting.
Motion carried.**

REPORT OF CITY OFFICERS

Mayor's Report

The Mayor introduced Michael Finster, the City of Elkhorn's newest Patrolman. He has served the City as a Community Service Officer for the past two years. City Clerk Virrueta swore in Patrolman Michael Finster. Mayor Olson thanked Finster for his past service and the Council welcomed and congratulated Patrolman Finster on his new position.

City Administrator's Report

Administrator Tapson and Finance Director Heilman would like to hold interactive work sessions on financial planning and discussed possible dates for the sessions. The Council prefers to hold meetings on Mondays. February has five Mondays and one session could be held the fifth Monday; Administrator Tapson will send dates to the Council.

Finance Director's Report

Finance Director Heilman let the Council know he would be out of the office the end of January.

COMMITTEE REPORTS

Human Resources

Employee Paid Time Off Donation to a Medical Leave Bank

The committee discussed creating a shared Medical Leave Bank. The committee supported the idea and will continue discussing creation of the bank.

Wage and Salary Plan: Wage Compression

The committee addressed the differential between wages for supervisors and employees, as evident in the Police Department. The City's compensation plan provides for a 6% differential between positions and this is to restore that. **Motion (McClory/Lechner) to increase the Police Department Captain's wages after his annual review to be 5.7% above the Sergeant and 2.7% above Detective II for the 2016 Budget. Roll call vote: Huss, yes; McClory, yes; Lechner, yes; Rehberg, yes; Kluck, yes; Myrin, yes. Motion carried.**

Wages and Salaries for Part-time, Limited Term and Seasonal Employees for 2016

Administrator Tapson said two changes were proposed, changes to election workers and returning pool and camp staff. Election workers will all be paid \$130 except the Chief Inspector who receives \$200.

Returning pool and camp staff will receive an increase of \$.25, which is the same as the lifeguards. A resolution is later in the meeting.

Review PW Operations Manager Position Description

Administrator Tapson adjusted the PW Operations Manager's position description based on past discussions. He added project management to the description. Alderman Rehberg wanted "ability to communicate effectively with Mayor and Common Council" added to the description. Alderman McClory wanted "graduation from an accredited college or university" added. Administrator Tapson will make changes to the description and bring it back to the committee.

Legislative & Regulatory

Continued Discussion Regarding Sales of Fermented Malt Beverages at Gas Stations, Stores and Drive-up Food or Beverage Establishments

The committee continued to discuss changing the ordinance regarding fermented malt beverages at gas stations and convenience stores. They are waiting to hear an opinion from the City Attorney regarding how the change would affect currently licensed businesses.

Continued Discussion Regarding Keeping of Honeybees in the City

The committee decided to allow the keeping of honeybees in the City. Alderman Rehberg and the City Clerk will work on creating an ordinance to bring back to the committee.

Review Ordinance No. 16-01 Regarding Changes to Chapter 12, Direct Sellers (Requiring Farms Stands on City Property to Provide Insurance)

This requires Farm Stands to provide insurance to the City. The ordinance is later in the meeting.

UNFINISHED BUSINESS

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

Motion (Rehberg/Huss) to approve Ordinance No. 15-18. Roll call vote: Huss, yes; McClory, yes; Lechner, yes; Rehberg, yes; Kluck, yes; Myrin, yes. Motion carried.

NEW BUSINESS

Request to Fill Police Department CSO Vacancy

Motion (McClory/Kluck) to approve the Police Department to fill the CSO vacancy. Voice vote; motion carried.

Ordinance No. 16-01 An Ordinance to Amend the Elkhorn Municipal Code at Chapter 12, Titled "Direct Sellers" (First Reading)

Motion (Rehberg/Lechner) to waive the first reading and approve Ordinance No. 16-01. Roll call vote: Huss, yes; McClory, yes; Lechner, yes; Rehberg, yes; Kluck, yes; Myrin, yes. Motion carried.

Resolution No. 16-01 A Resolution Establishing Wages and Salaries for Part-time, Limited Term and Seasonal Employees and Providing Uniform Allowance for Certain General Full-time Employees

Motion (McClory/Rehberg) to approve Resolution No. 16-01. Roll call vote: Huss, yes; McClory, yes; Lechner, yes; Rehberg, yes; Kluck, yes; Myrin, yes. Motion carried.

Resolution No. 16-02 A Resolution Authorizing the Combining of Wards for Voting Purposes in the City of Elkhorn

Motion (McClory/Rehberg) to approve Resolution No. 16-02. 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 (Rehberg/Lechner) to adjourn to closed session pursuant to §19.85(1)(c) “Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercise responsibility.” Adjourned at 5:54 p.m.

RECONVENE IN OPEN SESSION

Reconvened in open session at 6:15 p.m.

ADJOURN

Motion (Lechner/Rehberg) to adjourn at 6:15 p.m.

Cairie L. Virrueta

City Clerk

Approved 01/18/16