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**CITY OF ELKHORN COMMON COUNCIL  
MEETING MINUTES  
February 1, 2016  
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, Gregory Huss, Scott McClory, Tom Myrin, (Absent: Bruce Lechner)

Others present: City Administrator Sam Tapson, Attorney Ward Phillips, City Clerk Cairie Virrueta, Police Chief Joel Christensen, Fire Chief Rod Smith, Library Director Lisa Selje, DPW Operations Manager Martin Nuss, Recreation Director Wendy Meyer, City Engineer Paul VanHenkelum, Reporter Kellen Olshefski

**PUBLIC COMMENT**

None.

**CONSENT AGENDA**

Motion (Rehberg/Kluck) to approve the minutes of the January 18, 2016 Common Council meeting. Voice vote; all approved; motion carried.

**REPORT OF CITY OFFICERS**

**Mayor's Report**

None.

**City Administrator's Report**

Administrator Tapson he, Utility Director Murphy and Baxter and Woodman would meet with the PSC to work out if the City needed to obtain a new certificate of approval to construct the well. The bidding for the well is in two weeks.

**COMMITTEE REPORTS**

**Human Services**

***Employee Paid Time Off Donation to the Medical Leave Bank***

There were no questions on this. **Motion (Myrin/McClory) to approve a policy implementing Employee Paid Time Off Donations to a Medical Leave Bank. Roll call vote: Huss, yes; McClory, yes; Rehberg, no; Kluck, yes; Myrin, yes. Motion carried.**

***Updated PW Operations Manager Position Description***

There were no questions on this. **Motion (Myrin/McClory) to approve the updated PW Operations Manager Position Description. Voice vote; all approved; motion carried.**

***Workers Compensation Benefit- Continuation of Pay***

Administrator Tapson said this was an informational piece. For many years the City made employees on Workers Compensation whole for 6 months, but as the City has a long term disability policy, he suggested the threshold be lowered to 90 days. In addition, workers compensation is not protected by FMLA and CVMIC recommended having this put in place. He suggested these changes take effect following the CVMIC training the end of February and the changes will come back then.

**Municipal Services and Utilities**

***Continued Discussion on Improvements at Tasch Park and Sunset Park***

The committee continues discussions on this.

## **Financial and Judicial**

### ***Police Department Squad Vehicles Purchase***

Alderman McClory said a spirited debate was had on the choosing of the vendor for the quotes received for two PD squad vehicles. The committee discussed purchasing from a local vendor even though their quote was \$325 more than the next lowest quote. On a split vote, the committee recommended Elkhorn Motors. Motion (McClory/Kluck) to approve Elkhorn Motors to purchase two PD squad vehicles for \$55,175. **Roll call vote: Huss, yes; McClory, no; Rehberg, yes; Kluck, yes; Myrin, yes. Motion carried.** Alderman McClory said he voted “no” because in the future a local vendor could be substantially more than the lowest quote and he questioned what the guideline is to go with a local vendor. Mayor Olson asked for a list of businesses who handle fleet services be brought to F&J. He asked how the PD obtained the quotes. Chief Christensen said state pricing was used and six vendors were contacted with three responding.

### ***Public Works Pickup Vehicle Purchase***

Alderman McClory said DPW was looking to replace a F250 with a F550 as it has more uses, will last longer. However it came in \$9,300 over budget as it is no longer made with a gas engine. The payload is higher and City employees will be trained in driving it. The committee recommended buying the F550 from Elkhorn Motors with the bed improvements to be decided upon later. **Motion (McClory/Kluck) to approve the purchase of a F550 from Elkhorn Motors for \$44,753.** Mayor Olson asked what the uses for the truck would be. DPW Manager Nuss said to plow and salt alleys and parking lots and dirt work in the summer; it would be used all year. He said the goal is to buy fewer vehicles by buying ones that have more uses. Alderman Rehberg would like to see this go back to F&J and discuss purchasing the truck from the bed outfitter. Alderman McClory said he didn’t find any research saying a F550 would last longer than a F350. DPW Manager Nuss said it is based on its intended use. Utility Director Murphy recommended a diesel motor. Mayor Olson felt a F550 wasn’t needed to haul salt. The council decided to send this back to committee. **Motion (McClory/Kluck) rescinded.**

## **Legislative & Regulatory**

### ***Changes to City Ordinance Regarding Alcohol Licensing***

Alderman Rehberg said the Police Chief and City Attorney are still reviewing the changes.

### ***Adding Beekeeping Guidelines to the City Ordinances***

This will be brought to the next council meeting for approval after further staff review.

### ***Ordinance Chapter 13 Change Regarding Sewer Use Connection Fees***

Administrator Tapson said the fee structure was inadvertently left out of the ordinances when Chapter 13 was updated. This is to add it back in and is under new business.

## **Public Safety**

### ***Appeal of Zoning Violation under Chapter 20- Properties of Tom Neshek***

Attorney Phillips said the City will reissue the violation and that it brought to light some language in the ordinances that needs cleaning up.

## **UNFINISHED BUSINESS**

### ***Ordinance No. 16-02 An Ordinance to Amend Chapter 1.01 Combining Wards for Elections (Second Reading)***

**Motion (Rehberg/Kluck) to approve Ordinance No. 16-02. Roll call vote: Huss, yes; McClory, yes; Rehberg, yes; Kluck, yes; Myrin, yes. Motion carried.**

## **NEW BUSINESS**

***Ordinance No. 16-03 An Ordinance to Amend Chapter 13 Regarding Sewer Use Connection Fees (First Reading)***

**Motion (Rehberg/Myrin) to waive the first reading and approve Ordinance No. 16-03. Roll call vote: Huss, yes; McClory, yes; Rehberg, yes; Kluck, yes; Myrin, yes. Motion carried.**

**Plan Commission Amendment to Conditional Use Permit 12-03 for Triple K Properties, LLC/LCD Lawn Care Equipment, N5860 HWY 12 for Outdoor Sales**

Mayor Olson recommended this be deferred until the next meeting after some additional information is obtained from Zoning Administrator Schaeffer. The council agreed.

**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 property acquisition and sale of public land; and §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." Council adjourned at 5:55 p.m.

**RECONVENE IN OPEN SESSION**

Reconvened in open session at 7:05 p.m.

**ADJOURN**

The Common Council meeting adjourned at 7:05 p.m.

Cairie L. Virrueta  
City Clerk

**Approved 02/15/16**