
**CITY OF ELKHORN COMMON COUNCIL
MEETING MINUTES
Monday, May 2, 2016
COUNCIL CHAMBERS, 9 S. BROAD ST., ELKHORN, WI 53121**

The Common Council meeting was called to order by Mayor Reynolds at 5:30 p.m. in the Council Chambers followed by the Pledge of Allegiance, followed by Roll Call.

ROLL CALL

Present: Mayor Howie Reynolds, Aldermen Michael Kluck, Hoss Rehberg, Bruce Lechner, Cathy Bensaid, Tom Myrin (absent: Scott McClory).

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, City Engineer Paul VanHenkelum, Mike Recklies, Mike Fitzsimmons, Reporter Kellen Olshefski, other interested persons.

PUBLIC HEARING: Amendment to City Ordinance Pertaining to Subdivision Code

Public Hearing opened at 5:30 p.m. Mayor Reynolds asked for comments three times. No comments. Public Hearing closed at 5:31 p.m.

CONSENT AGENDA

Motion (Rehberg/Kluck) to approve the minutes of the April 19, 2016 Common Council meeting and a Temporary Class "B" Fermented Malt Beverage License for the Elkhorn Area Firefighters Street Dance on Saturday, June 18, Licensed Operator Steven Flasch. Voice vote, motion carried.

REPORT OF CITY OFFICERS

Mayor's Report

Schedule Committee of the Whole Meeting to Consider Sex Offender Residency Appeal

The council discussed dates for a Committee of the Whole meeting and Monday, May 9th was suggested.

City Administrator's Report

City Administrator Tapson discussed the future meeting with the council to discuss project and priorities. The council recently identified 5 or 6 projects to do and a 5 year window may be difficult. Operational issues need deeper exploration. The debt refinancing came in a lot less than expected which produces extra savings. He feels that a brief overview of council procedures would be helpful and can include it in a future meeting. MSU met in closed session regarding the land transfer for Great Lakes and Paul is working on an easement to bring back to the committee.

COMMITTEE REPORTS

Municipal Services and Utilities

Easement for WE Energies for Natural Gas Pit Reconstruction at Tasch Park Topic

Alderman Kluck said WE Energies realized an easement was never recorded and was currently doing work at Tasch Park. He said the committee recommended approval. **Motion (Kluck/Rehberg) to approve the easement at Tasch Park for WE-Energies. Voice vote; all approved; motion carried.**

Payne & Dolan Payment Request for Streets Project and Change Order

Payne & Dolan submitted a request for the final payment, which included a change order that reduced the cost by \$57,765.92. **Motion (Kluck/Rehberg) to approve Change Order #3 and the final payment of \$122,794.01 to Payne & Dolan for the Streets Project. Roll call vote: Bensaid, yes; Lechner, yes; Rehberg, yes; Kluck, yes; Myrin, yes. Motion carried.**

Continued Discussion on Leaf Collection Services

The committee continues to discuss ideas for improving leaf collection services, including creating a route organized by amount of trees in the area, a combined service, sweeping more often and creating a

compost site. Administrator Tapson and Utility Director Murphy will meet with Advanced Disposal to discuss options and come back to the committee.

Financial and Judicial

Financial Assistance for Elkhorn Soccer Club Flag Pole and Lighting Installation at Rotary Park

Alderman Rehberg said the Elkhorn Soccer Club asked for financial assistance to install a flag, pole and lighting at Rotary Park and the committee voted 3 to zero to approve paying 50% of the cost. **Motion (Rehberg/Myrin) to approve paying 50% for the base and light installation for a flag at Rotary Park. Roll call vote: Bensaid, yes; Lechner, yes; Rehberg, yes; Kluck, yes; Myrin, yes. Motion carried.**

Renew Agreement with Accurate Appraisal, LLC

Accurate Appraisal, LLC has worked with the City a number of years and done a great job and the committee recommended renewing their contract. **Motion (Rehberg/Myrin) to approve renewing the Assessment Services Contract with Accurate Appraisal, LLC.** Administrator Tapson said there was one area of change in the contract- to send certified letters to the top 20 assessment changes, and it was decided to remove any that were related to new sales, improvements or construction. **Roll call vote: Bensaid, yes; Lechner, yes; Rehberg, yes; Kluck, yes; Myrin, yes. Motion carried.**

RFP for City Vehicle Preventive Maintenance

The committee reviewed the RFP and staff will be sending it out to get pricing.

Fire Department Call Shift Staffing Stipend

The committee supported a trial of a call shift stipend for the Fire Department from May 15 to September 15. It is a \$25 stipend for 3 people for 2 shifts and there is money in the budget for it. It is to see if the stipend will increase the number of people responding to calls and numbers are down. **Motion (Rehberg/Myrin) to approve the Fire Department Stipend trial. Roll call vote: Bensaid, yes; Lechner, yes; Rehberg, yes; Kluck, yes; Myrin, yes. Motion carried.**

NEW BUSINESS

Ordinance No. 16-06 An Ordinance to Amend the Municipal Code at Chapter 18, Titled "Subdivisions" (First Reading)

Motion (Rehberg/Lechner) to waive the first reading of Ordinance No. 16-06. Voice vote; all approved; motion carried. Motion (Rehberg/Lechner) to approve Ordinance No. 16-06. Voice vote; all approved; motion carried.

PLAN COMMISSION

Thelen Trust ETP Certified Survey Map: Recommendation to approve CSM for N5486 Kennel Road, Sugar Creek Township

City Engineer VanHenkelum said the parcel is 4.9 acres and the Plan Commission recommended approval. **Motion (Rehberg/Myrin) to recommend the CSM for N5486 Kennel Road, Sugar Creek. Voice vote; all approved; motion carried.**

St. Patrick's Parish Conditional Use Permit: Recommendation to deny CUP for 534 N. Sunset Drive

Mayor Reynolds said the parish wanted the CUP done by Saturday and many neighbors who were opposed spoke at the Plan Commission; St. Patrick's can still come back. **Motion (Myrin/Rehberg) to deny the CUP for St. Patrick's Parish at 534 N. Sunset Drive. Voice vote; all approved; motion carried.**

PUBLIC COMMENT

None.

ADJOURN TO CLOSED SESSION

Motion (Kluck/Lechner) to adjourn 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 Street Development. Voice vote; all approved; motion carried. Adjourned at 5:50 p.m.

RECONVENE IN OPEN SESSION

Reconvened in open session at 6:30 p.m.

ADJOURN

Motion (Lechner/Kluck) to adjourn at 6:31 p.m.

Cairie L. Virrueta
City Clerk

Approved 05/16/16