
CITY OF ELKHORN COMMON COUNCIL
MEETING MINUTES
June 20, 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 Hoss Rehberg, Bruce Lechner, Cathy Bensaid, Scott McClory, Tom Myrin. Absent: Alderman Michael Kluck.

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, Library Director Lisa Selje, Recreation Director Wendy Meyer, City Engineer Paul VanHenkelum, Reporter Kellen Olshefski, other interested persons.

PUBLIC COMMENT

None.

CONSENT AGENDA

Motion (Rehberg/Bensaid) to approve the minutes of the June 6, 2016 Common Council meeting. Voice vote, all approved, motion carried.

BILLS PAYABLE

Motion (McClory/Myrin) to approve the City and Utility Bills in the amount of \$2,036,099.59 (Check numbers 150723-151017). Roll call vote: Rehberg, yes; Bensaid, yes; Lechner, yes; McClory, yes; Myrin, yes. Motion carried.

REPORT OF CITY OFFICERS

Mayor's Report

None.

City Administrator's Report

None.

LIAISON REPORTS

Chamber – Chris Clapper presented an annual report to the Council which included a Profit and Loss report. She said it is difficult to track “heads and beds” as data collected relies on hotels correctly entering information. Three billboards were used for the first time to advertise Oktoberfest. And they have started working with the Fair on group purchasing of advertising to stretch their funds.

COMMITTEE REPORTS

Municipal Services and Utilities

Recommendation to Approve Waivers of Required Connection to Water and Sewer Service for Eugene Boeger Property

Alderman Rehberg said the committee unanimously recommended this as there isn't service to the lot that abuts or is adjacent. **Motion (Rehberg/Bensaid) to approve the Waiver of Required Connection for Eugene Boeger, property YA4080-1 with an agreement to allow connections in the future if the parcel is subdivided or there is future development. Voice vote; all approved; motion carried.**

Consideration of Estimates for Deere Road Drainage Repairs

The committee discussed options for repairing drainage on Deere Road and are waiting on the City Engineer receiving additional estimates.

Discussion of 2016 Street Maintenance Program

The committee reviewed the list provided by the City Engineer of recommended streets to repair and will continue discussion at the next meeting.

Recommendation to Approve Donation of New Holiday Scene by Local Group

A local group offered to make an additional scene for the holiday display and work on updating the older pieces.

Motion (Rehberg/Bensaid) to approve the donation of a new holiday scene of a gingerbread house and 5 gingerbread men and updating older pieces. Voice vote; all approved; motion carried.

Financial and Judicial

Recommendation to Approve Fleet Maintenance Contract with Crosby Auto

The City sent RFPs to area businesses for general fleet maintenance and received one response from Crosby Auto, who was the previous fleet maintenance provider. More costly fleet repairs are sent out for pricing.

Motion (McClory/Myrin) to approve the contract with Crosby Automotive for fleet maintenance for a period not to exceed one year. Roll call vote: Bensaid, yes; McClory, yes; Lechner, yes; Rehberg, yes; Myrin, yes. Motion carried.

Recommendation to Approve ICI Commercial for Business Park Broker

The committee recommended contracting ICI Commercial for business park land sales with the rest going to F&J for consideration. **Motion (McClory/Myrin) to contract ICI for broker for business park land sales only and any marketing or anything to come on an individual and design basis to come to the Finance Committee. Voice vote; all approved; motion carried.**

Recommendation to Approve Health Insurance Renewal with TransAmerica

For the past two decades the City has been partially self-funded which has worked well. This year TransAmerica's offer included the removal of lasers- creating a considerable savings to the City. Other proposals received included lasers. **Motion (McClory/Myrin) to renew with Trans-America for employee group health insurance. Voice Vote; all approved; motion carried.**

Public Safety

Discussion of N. Lincoln Street Concerns from Ed Robers

Robers continued to voice his concerns regarding overweight and speeding traffic on N. Lincoln Street in his neighborhood. He wanted higher enforcement and to put in barricades for 4-6 weeks. The committee felt enforcement levels were sufficient and barricades were not a solution and would create additional problems. The committee asked that the City look into a price for an overhead sign on Wisconsin St. and bring back to MSU for consideration.

Request by Alexander Lumber to Close Portion of E. Centralia Street for Event

This is for their 125th Anniversary Celebration. Chief Christensen said Alexander Lumber was instructed to notify local businesses of the street closing and the street closing area was shortened.

Discussion Regarding Prohibiting of Weapons at City Elections

Following discussion, a motion was made to prohibit weapons at elections, however no second was made so the motion failed.

PLAN COMMISSION

Motion (Rehberg/Myrin) to approve ETZ Conditional Use Permit No. 16-02 for Elkhorn Self Storage, N4327 County Road H. Voice vote; all approved; motion carried.

UNFINISHED BUSINESS

Ordinance No. 16-07 An Ordinance to Adopt the Elkhorn 2040 Comprehensive Plan (Second Reading)

Mayor Reynolds said two items changed in the plan. The former Lakeland School was changed to low density and the Bielinski property was kept commercial. **Motion (Myrin/Rehberg) to adopt the Elkhorn 2040 Comprehensive Plan per Ordinance No. 16-07. Voice vote; all approve; motion carried.**

Ordinance No. 16-09: An Ordinance to Rezone a Property Located Within the City of Elkhorn Extra Territorial Zoning Boundaries: W4492 Stuart Drive (Second Reading)

Motion (Rehberg/Myrin) to approve Ordinance No. 16-09. Voice vote; all approved; motion carried.

Payne & Dolan, Inc. Final Pay Request for Sunset Pool Entrance and Parking Lot Project

Engineer VanHenkelum said this is for the retainer left. Alderman Rehberg said the water retention pond was not fixed. Engineer VanHenkelum said Kapur will repair it. In MSU he stated it would drain and Kapur stands by their statements so will repair it. He said Payne & Dolan met the requirements of their contract. **Motion (Rehberg/Lechner) to approve the final pay request for Payne & Dolan for the Sunset Pool Entrance and Parking Lot Project. Roll call vote: Bensaid, yes; McClory, yes; Lechner, yes; Rehberg, yes; Myrin, yes. Motion carried.**

Task Order: MS4 Mapping Services – Kapur & Associates

Administrator Tapson said Kapur prepared and submitted the MS4 Planning Grant Application to the DNR which was awarded in the amount of \$66,000. Kapur didn't prepare a Task Order for it, deferring it until the grant was awarded. The Task Order includes GIS Mapping by UW-W's Pangea Studio. **Motion (Rehberg/McClory) to approve Kapur & Associates Task Order for MS4 Storm Water Mapping and Modeling Services for an amount not to exceed \$141,370. Roll call vote: Bensaid, yes; McClory, yes; Lechner, yes; Rehberg, yes; Myrin, yes. Motion carried.**

NEW BUSINESS

2017 Pre-Budget Departmental Reviews

Administrator Tapson said the City will lose ERP eligibility for 2017 which is a loss of approximately \$120,000. Wages and benefits will have a 2% increase, with full-time staff for DPW for parks. TIF 3 will close in 2017. Chief Christensen said the PD is working with Fire/EMS on a telephone system. Utility Director Murphy said electric will not have a rate increase next year. June 2017 is the projected completion date of the water treatment plant and there will be a substantial water rate increase in 2017. Administrator Tapson said information on a rate case study will be presented at the next F&J meeting and the first payment on the water treatment plant loan will take place in 2018. Alderman McClory raised concerns on roof repair at the DPW garage after witnessing water pouring into it during a recent rain. Utility Director Murphy said it is being addressed. Alderman Rehberg asked about Rec staffing requests. Administrator Tapson said the budget review is not at this level of analysis yet and information presented are what departments are looking at. The new pool has created additional staffing needs. He said facilities maintenance has been long neglected and needs to take a greater priority. Alderman Rehberg said since he has been on the council nothing has been done regarding facilities.

ADJOURN

Motion (Rehberg/Lechner) to adjourn at 6:37 p.m.

Cairie L. Virrueta
City Clerk

Approved 7/18/16