
**CITY OF ELKHORN COMMON COUNCIL
MEETING MINUTES
August 1, 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: Aldermen Michael Kluck, Hoss Rehberg, Bruce Lechner, Cathy Bensaid and Scott McClory. Absent: Mayor Howie Reynolds and Alderman 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, Library Director Lisa Selje, City Engineer Paul VanHenkelum, Reporter Kellen Olshefski, Chris Clapper, other interested persons.

PUBLIC COMMENT

None.

CONSENT AGENDA

Motion (McClory/Lechner) to approve the minutes of the July 18, 2016 Common Council meeting and Friends of Matheson Memorial Library's Temporary Class "B" License for Trick-or-Trivia at the Library on October 28, 2016. Voice vote, all approved, motion carried.

REPORT OF CITY OFFICERS

Mayor's Report

Council President/Alderman Rehberg reminded everyone about Elkhorn Corn & Brat Days on Friday and Saturday.

City Administrator's Report

Administrator Tapson said all Departments budgets have been submitted and a preliminary overview of them will be at the Finance & Judicial Committee meeting next week. The review of the City's sign ordinance is done and the City Attorney is looking at it. Any changes would go to the Plan Commission with a recommendation to the Common Council.

COMMITTEE REPORTS

Human Services

Recommendation to Approve City Administration Employee Upgrade to Elevate 30 Hour Customer Service Clerk to Full-time

Alderman McClory said City Hall didn't have full coverage, especially from 8 – 10 a.m. and this upgrade would provide that. The General Fund would be reduced and the additional cost spread out to each utility. **Motion (McClory/Lechner) to upgrade the 28 hours Customer Service Clerk to full-time.** Alderman Bensaid asked if this was budgeted. Finance Director Heilman said the General Fund would decrease and the utility operates on a fee bases, not taxes. She asked if there were funds for the rest of the year and going forward for the position; yes to both. Alderman Bensaid asked how long City Hall has had the position at part-time; Finance Director Heilman said for 18 months. Alderman McClory asked if anyone can apply; they can. **Roll call vote: Kluck, yes; Lechner, yes; McClory, yes; Bensaid, yes. Motion carried.**

Legislative & Regulatory

Motion to approve the "Class B"/Class "B" Alcohol License for Plaid Restaurant, 10 W. Evergreen Parkway. Voice vote; Alderman Bensaid abstained; all remaining approved; motion carried.

Recommendation to approve the "Class B"/Class "B" Alcohol License for Friends on the Square, 41 N. Wisconsin St. Voice vote; all approved; motion carried.

The committee recommended approving the final changes to the City Ordinance regarding alcohol which is under New Business.

Discussion on Changes to Ordinance 9.05 Regarding Noise Prohibition

City Attorney Phillips provided his suggestions for changes following the committee's recommendations. This will go back to the committee for review.

Municipal Services and Utilities

Recommendation to Approve Land Transfer to DeHaan RV for \$1 Pending City Engineer Review

Alderman Kluck said after looking at this further, he has many questions and felt it needed to go back to committee for further discussion. He asked Paul for a map and it was supplied today. Alderman McClory questioned the parcel being sold for \$1. Administrator Tapson suggested transferring the parcel for \$1 plus a future dedication for Market St. extension. Alderman Rehberg said the City needed a written agreement for the transfer. Engineer VanHenkelum said a legal description can be written in a day or two. Administrator Tapson said the City can talk to DeHaan to see if they agree and have them do the transfer at their cost. **Motion (Kluck/Bensaid) to send back to committee to get paperwork done and DeHaan agreement.** Administrator Tapson will engage DeHaan. **Voice vote; all approved; motion carried.**

Discussion on Sunset Park Band Shell Repairs

DPW Manager Kolb said the band shell needed repairs and he provided pictures of those areas. He is looking into estimates for the repairs, including DPW doing them, and the Mayor is talking to a local resident about helping with the repairs.

Financial and Judicial

Recommendation to Postpone Strang Professional Services Study

Alderman McClory said there was a spirited debate and the committee then decided to contact Department Heads with a list of questions to answer regarding a future City Hall and asked them to attend the committee meeting on August 22nd with these results being forwarded to Strang for the study.

Recommendation to Pay \$480 for City's Chamber Membership

Alderman McClory said there was a miscommunication at the last meeting. **Motion (McClory/Lechner) to approve paying the Chamber membership for the city for \$480. Roll call vote: Kluck, yes; Lechner, yes; McClory, yes; Bensaid, yes. Motion carried.**

PLAN COMMISSION

Recommendation to Approve Conditional Use Permit for Justin Ehrhardt/Hi-Fidelity for a Bar and Tavern at 11 E. Walworth St.

City Attorney Phillips said the Plan Commission didn't have any questions and it was favorably received. **Motion (McClory/Rehberg) to approve the CUP for Justin Ehrhardt/Hi-Fidelity for a Bar/Tavern at 11 E. Walworth St.** Police Chief Christensen said there are a high number of licensed establishments in the downtown and it is an over saturation of alcohol licenses in one area. **Voice vote; all approved; motion carried.**

NEW BUSINESS

Ordinance No. 16-04 An Ordinance to Change Chapter 12.03 Regarding Alcohol Licensing (First Reading)

ADJOURN

Motion (McClory/Lechner) to adjourn at 6:04 p.m.

Cairie L. Virrueta
City Clerk

Approved 08/15/16