

CITY OF ELKHORN
Finance & Judicial Committee
First Floor Conference Room, 9 S. Broad Street, Elkhorn, Wisconsin
February 28, 2011

The Finance and Judicial Committee was called to order at 5:15 p.m. by Alderman Taylor, followed by roll call.

ROLL CALL

Present: Aldermen Julie Taylor, Kim DeHaan, Scott McClory

Also present: Administrator Sam Tapson, Finance Director Mary Hinske, Police Chief Joel Christensen, Electric Director Art Schmitz, Library Director Lisa Selje, Library Board President Tim Shiroda, City Clerk Darlene Igl

TID 3 DEVELOPMENT INCENTIVE PROGRAM

Administrator Tapson stated that Ehlers had been asked to prepare a TID Development Incentive Program and a draft document had been submitted to the Committee. Members were asked to review the draft document and submit questions or comments to Administrator Tapson. Ehlers will make a formal presentation to the Council on March 7.

PD SQUAD REPLACEMENT

Chief Christensen stated that four quotes had been received for a current model year Ford Crown Victoria Interceptor to replace the 2007 squad. The lowest quote was from Elkhorn Motors in the amount of \$21,570.50. Motion (DeHaan/McClory) to recommend to Council the approval of the vehicle purchase from Elkhorn Motors. Motion carried.

VIDEOTAPING OF COUNCIL MEETINGS

City Clerk Igl presented information regarding the videotaping of council meetings as the videographer that had provided this service is no longer available. Meetings had previously been aired on the local cable channel however the equipment used by the school for this is antiquated. The option of staff videotaping the meetings and posting to the City website was explored. It was stated that startup costs for the purchase of a camera, tripod and modifications to the website would be approximately \$700. Annual fees for maintenance of the videos on the website would be a minimum of \$720 a year. After discussion, motion (DeHaan/McClory) to recommend that Council meetings be videotaped and placed on the website for public viewing. Motion carried.

TELECOMMUNICATIONS AUDIT

Administrator Tapson provided information from The SpyGlass Group, a firm that performs telecommunications audits in an attempt to identify methods to reduce operating costs. Alderman DeHaan stated that she would like to see the use of access codes for tracking long distance call usage implemented in the City. Motion (McClory/Taylor) to recommend to Council that the City enter into the Snapshot Audit Agreement as submitted by The SpyGlass Group to audit the standard land line systems. DeHaan opposed. Motion carried.

GIS SERVICES

Administrator Tapson recommended entering into an agreement with Walworth County to provide GIS hosting/maintenance which will enable the City to expand the map function of several GIS-based infrastructure maps prepared by Bonestroo. The proposed agreement includes an initial setup fee not to exceed \$4,000 and annual hosting fees of \$3,000. Motion (DeHaan/McClory) to recommend to Council that the City enter into a GIS hosting/maintenance agreement with Walworth County and to make the necessary budget adjustment. Motion carried.

MATHESON MEMORIAL LIBRARY UTILITY COSTS

Administrator Tapson stated that the MML Board had raised an issue regarding the utility bills, in particular that the City is not paying its share of the costs associated with operation of the Community Center. Board President Tim Shiroda had asked for an accounting of all utility invoices since 2004, a cost sharing of utility expenses going forward and a reimbursement for "over payments" made by MML. It was stated that the Library Board believes that the Intra Governmental Financing Agreement only addresses the operating costs of the library while City Administrator Tapson stated his recollection is that the language was meant to be inclusive of the Community Center. It was stated that a summary of utility invoices from 2004 to the present has been provided to the Library Board.

There was discussion on cost sharing of utility expenses going forward and it was suggested by Alderman McClory that a 70/30 split be considered. It was discussed that the split could be based on square footage or hours of operation. Motion (McClory/DeHaan) to recommend to Council a cost sharing split of 70/30 effective January 1, 2012. Motion carried.

Administrator Tapson stated that the City had continued to exceed the "maintenance of effort" requirement. It was stated that the levies for library operations would likely have been reduced by a like amount had the City been responsible for utility costs associated with the Community Center. Motion (DeHaan/McClory) to recommend that no reimbursement for prior utility costs be made to MML. McClory opposed. Motion carried.

ADJOURN INTO CLOSED SESSION

Motion (McClory/DeHaan) to adjourn into Closed Session per State Statute 19.85 (1) (e) by roll call vote "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." Roll call vote – Taylor, yes; DeHaan, yes; McClory, yes. Motion carried. Adjourned into Closed Session at 6:10 p.m.

RECONVENE IN OPEN SESSION

Motion (McClory/DeHaan) to reconvene in open session at 6:35 p.m.

ADJOURNMENT

Motion (McClory/DeHaan) to adjourn at 6:35 p.m. Motion carried.

Darlene Igl
City Clerk