

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

June 13, 2016

The Finance and Judicial Committee was called to order at 5:30 p.m. by Alderman McClory, followed by roll call.

Roll Call

Present: Aldermen Scott McClory, Michael Kluck, Tom Myrin

Also present: Alderman Cathy Bensaid, , Administrator Sam Tapson, City Clerk Cairie Virrueta, Finance Director James Heilman, Fire Chief Rod Smith, James Duquette, Chris Clapper, Kellen Olshefski

RFP: Fleet Preventive Maintenance Contract

Administrator Tapson said Utility Director Murphy sent RFPs to several area auto shops and only one responded. Alderman Myrin said he called Accurate Auto and they said they did not receive an RFP. Administrator Tapson will look into it. Utility Director Murphy spoke with one of the companies who didn't respond- they didn't respond as they didn't agree with the contract and terms. Administrator Tapson recommended entering into a one year agreement and consider looking into the County's maintenance shed in the future. In the past the County wasn't interested, but with their expansion it may work for them. Also, it is not practical to shop for maintenance for every vehicle when needed. Major work and repairs are shopped for. **Motion (Rehberg/Myrin) to recommend approval of Crosby Auto for fleet preventive maintenance for a period not to exceed 1 year. Voice vote; all approved; motion carried.**

ICI Commercial Renewal/Extension of Broker Service Contract

For the past two years ICI Commercial has served the City as the broker for business park land sales. In addition, ICI has also provided services as Buyer's Agent on matters relating to the possible acquisition of property. Both contracts expired and the committee discussed the role of ICI and also of the EEDA. James Duquette of the EEDA said it is comprised of all volunteers and not equipped to take over the duties completely. Chris Clapper said a brokerage agency needed to be involved. Administrator Tapson suggested limiting ICI to the business park and the EEDA responding to contacts outside the park; Duquette agreed. Administrator Tapson said a simple brokerage contract can be made with ICI. **Motion (Rehberg/Myrin) to recommend approval for 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.** As the City has a limited amount of land available, Administrator Tapson asked the committee if they should explore options on how to approach the concept of offering larger parcels of land in the City. The committee agreed this was a good idea.

Employee Group Health Insurance Renewal

Administrator Tapson reminded the committee that the City has been partially self-funded for over 20 years and it has worked well over the years. The City has had lasers for higher risk coverages and this year Trans-America, the current insurer, is not imposing lasers- a substantial savings. The City has considered state plans, but cost per employee was higher. **Motion (Rehberg/Myrin) to recommend renewing with Trans-America for employee group health insurance. Voice Vote; all approved; motion carried.**

Adjournment

Motion (Rehberg/Myrin) to adjourn at 5:57 p.m. Motion carried.

Cairie L. Virrueta
City Clerk