

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

October 10, 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, Hoss Rehberg, Tom Myrin

Also present: Mayor Howie Reynolds, Alderman Cathy Bensaïd, City Administrator Sam Tapson, City Clerk Cairie Virrueta, Finance Director James Heilman, Fire Chief Rod Smith, Police Chief Joel Christensen, DPW Manager Neal Kolb, Utility Director John Murphy, City Engineer Jason Feucht, Kellen Olshefski

**Discussion Regarding Purchase of Trees for Holiday Scene on the Square**

Alderman Rehberg said the City cuts down 100 trees a year for the holiday scene and he was wondering if there was a greener option, such as buying balled trees that can then be planted. DPW Manager Kolb said the trees cost \$15 a piece and balled trees may cost quite a bit more. Utility Director Murphy said there is a chance the trees could freeze to the ground and they would need to be kept moist until the spring when they could be planted. Alderman Rehberg suggested buying a few trees to see if it will work. Alderman Myrin suggested prices on the live trees be obtained so that the committee can make a decision. Alderman McClory asked when the trees would need to be ordered; DPW Manager Kolb said very soon. DPW Manager Kolb will look into the costs for live trees.

**DPW Roof Repairs Award of Contract**

Three companies were contacted to provide costs on repairing the DPW roof, two responded. The lowest bidder was Universal Roofing. DPW Manager Kolb obtained references from them. Alderman Rehberg said this was not in the budget so an adjustment would need to be made with funds coming from reserves. **Motion (McClory/Myrin) to recommend amending budget to include \$22,850 payable to Universal Roofing Company for DPW roof repairs. Voice vote; all approved; motion carried.**

**Lift Station Pumps Preventative Maintenance Agreement**

DPW Manager recommended entering into a three year agreement with Flygt Pumps to maintain the City's submersible pumps for \$620 a year. Flygt Pumps is the manufacturer of the Cranberry Lift Station pump and he has worked with them before and they have been a good company to work with. For an additional \$120 a year it would include check valve physical maintenance. **Motion (Rehberg/Myrin) to recommend entering into a three year agreement for lift station pump maintenance with Flygt Pumps for \$740 a year, which includes the check valve maintenance. Voice vote; all approved; motion carried.**

**Police Department Telephone Solution Contract**

The police department received prices for their telephone system from TDS and Charter. TDS was lower in cost and also services the rest of the City's phone systems. The cost includes the purchase of handsets. The cost will be less than what the P.D. is paying now. **Motion (Rehberg/Myrin) to recommend approval of a 60 month contract with TDS for the Police Department telephone services for \$1,071.75 monthly and an installation cost of about \$590.** Administrator Tapson recommend the Chief Christensen look into extending the rest of the City's contract to coincide with the P.D.'s contract. He will provide this information at the Council meeting. **Voice vote; all approved; motion carried.**

**Adjourn**

**Motion (Myrin/Rehberg) to Adjourn to Closed Session 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 Economic Development Land Acquisition. Voice vote; all approved; motion carried.** Committee adjourned at 5:50 p.m.

Cairie L. Virrueta  
City Clerk