

**CITY OF ELKHORN**  
**Municipal Services Utilities Committee**  
**Lower Conference Room, 9 S. Broad Street, Elkhorn, Wisconsin**

**August 9, 2010**

The Municipal Services Utilities Committee meeting was called to order at 4:00 p.m. by Alderman Dunwiddie followed by Roll Call.

**ROLL CALL**

Present: Aldermen Ronald Dunwiddie, Kim DeHaan, Gerald Norton  
Others present: City Administrator Tapson, DPW Director Terry Weter, City Engineer Gary Welsh, Confidential Sec./Deputy Clerk Shari McKinney  
Visitors: Chris Olsen, ECO

**REQUEST FOR REDUCTION IN EASEMENT/ECO**

City Administrator Tapson explained that Chris Olsen, ECO, Inc. is proposing to expand their facility located at 10 East Deere Road (Tax Key No.YUSW-000047G). Mr. Olsen is requesting that the City reduce the existing 60 foot sewer easement on the southerly edge of their property for the purpose of maintenance and repair of sanitary sewer and drainage tile lines and a dewatering well. Mr. Olsen submitted a written proposal to the City outlining his request - a reduction of 28 feet maintaining a 32 foot easement that would correspond to the adjacent parcel's existing easement of 32 feet. The Administrator pointed out that the primary issue for Committee is whether the 60 foot easement is essential to the City to perform any needed maintenance. The sewer is located 30 feet south of the northern limits of the easement area and it may not be desirable to grant the easement due to the need to maintain the full 60 foot easement. It was noted that the current facility encroaches on the easement which is another issue that would need to be addressed. Also there are other related issues that need to be presented to the Plan Commission.

Mr. Olsen briefly provided a brief overview and historical background of the site as outlined in the written proposal previously submitted to the Committee. He stated that if the reduction in easement were granted, ECO, Inc. would take full responsibility for any future issues that would occur on the property behind the easement. Mr. Olsen proceeded by stating that he fully expected the Committee, City Engineer, and DPW Director to further review and comment on this matter without his presence. At this point, Mr. Olsen left the meeting. Consensus was to further review and continue discussions regarding this matter prior to forwarding it to Council for any final action.

Motion (Norton/DeHaan) to defer matter to next the meeting. Motion carried. No further action taken.

**EMERGENCY REPAIRS/ELKHORN LIFT STATION NO. 2**

Motion (Dunwiddie/Norton) to recommend to Council to approve the budget adjustment of \$15,698.45 for the emergency repairs of Elkhorn Lift Station No. 2. After a brief discussion, motion and second withdrawn.

Motion (Dunwiddie/Norton) to recommend to Council to approve the budget adjustment of \$15,698.45 or emergency repairs to the Elkhorn Lift Station No. 2 and withhold payment (Total Mechanical Inc.) until responsibility (Walcomet or City) is determined by Staff and resolution of any other issues. Motion carried.

**ROOF REPAIRS/CITY GARAGE**

Motion (Dunwiddie/Norton) to recommend to Council to approve the budget adjustment of \$18,950.00 for the City Garage roof repairs submitted by Elkhorn Roofing (only bidder response received by City). Motion carried.

**CAPITAL IMPROVEMENT PROJECTS/2011-2015**

The City Administrator presented preliminary budget information regarding capital improvement projects for years 2011 thru 2015 for Committee's review. Discussion on whether to do all or some of the street projects scheduled for completion during this time period. Further discussion on how to prioritize these projects for the 2011 budget. No action taken.

**ADJOURNMENT**

Motion (Norton/DeHaan) to adjourn at 5:00 p.m. Motion carried.