

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

**March 26, 2012**

The Municipal Services and Utilities Committee was called to order at 4:00 p.m. by Alderman Payson followed by roll call.

**ROLL CALL**

Present: Aldermen Anderson and Payson

Also present: Alderman Kim DeHaan, City Administrator Sam Tapson, Public Works Director Terry Weter, City Clerk Darlene Igl, Jim Boardman, City Engineer Gary Welsh, Park & Rec Director Jeff Simons, Rick Schmitt

**I & I SCOPE OF SERVICES**

The Scope of Basic Services for the 2012 I & I program was discussed. The program will include continued monitoring, review of television reports and meeting with WalCoMet to coordinate efforts. A formal supplemental agreement will be prepared and submitted to Council on April 2. Motion (Anderson/Payson) to recommend approval of the Scope of Basic Services with Stantec for the 2012 I & I Program in the amount of \$59,000. Motion carried.

**URBAN FORESTRY PROGRAM**

The Urban Forestry Program was discussed including the concept of creating a "Tree Board". It was stated that it may be difficult to find residents willing to serve on the board. It was suggested that if the Council is in favor of creating a "Tree Board", it should be incorporated in to the program. Administrator Tapson stated that the City should have standard policies in place that are consistently applied but that special circumstances could be considered as necessary. It was suggested that City ordinances be referenced in the plan. It was stated that the current tree height clearance required is 16'10" on the street and 10' on the sidewalk. Park & Rec Director Simons was asked to check on the recommended standard for sidewalk clearance. It was stated that trimming for utilities would not be the responsibility of the program. The program will be further discussed at a future meeting.

**EMERALD ASH BORER RESPONSE PLAN**

This item was deferred to a future meeting.

**ADJOURNMENT**

Motion (Anderson/Payson) to adjourn at 4:48 p.m.

Darlene Igl  
City Clerk