

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

**March 25, 2013**

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 Gary Payson, Sr., Jerry Anderson, Brian Olson

Also present: City Administrator Sam Tapson, City Clerk Darlene Igl, DPW Director Terry Weter, City Engineer Gary Welsh, Electric Utility Director John Murphy, Police Chief Joel Christensen

**URBAN FORESTRY MAINTENANCE**

Administrator Tapson stated that a city-wide inventory and assessment of street trees conducted by Wachtel Tree Science would cost approximately \$24,000. It was recommended that a formal proposal be solicited from Wachtel for an evaluation of identified ash trees. It was stated that the estimated cost of this project would be \$1,200 to \$1,500 and could be conducted in 2013. Motion (Anderson/Olson) to authorize staff to request a proposal from Wachtel Tree Science for an evaluation of ash trees. Motion carried,

**I & I ENGINEERING SERVICES AGREEMENT**

An engineering services agreement for the 2013 I & I program was reviewed. After review, motion (Olson/Anderson) to recommend to Council the approval of the 2013 I & I Program Engineering Services Agreement not to exceed \$45,000. Motion carried,

**LEAF COLLECTION PROGRAM**

An evaluation of the leaf collection program was provided for review and discussion. It was stated that Advanced Disposal is currently providing this service as a part of the solid waste contract. It was discussed that perhaps the City could be divided differently for leaf collection areas or that the sections could be more clearly defined. It was discussed that flexibility in the program is necessary as weather conditions or equipment issues may cause delays in pickup. It was stated that notification to residents presents a challenge when the schedule is changed. It was stated that this information is included in City newsletters and posted on the City website. The leaf collection program will be discussed further at future meetings.

**2013 SIDEWALK EXTENSION SERVICES AGREEMENT**

An engineering services agreement for the 2013 Sidewalk Extension project was presented for review. Motion (Anderson/Olson) to recommend to Council the approval of the engineering services agreement for the 2013 Sidewalk Extension project not to exceed \$11,500. Motion carried.

**ADJOURNMENT**

Motion (Anderson/Olson) to adjourn at 4:45 p.m.

Darlene Igl  
City Clerk