

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

March 9, 2015

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., Hoss Rehberg, Gregory Huss

Also present: Mayor Brian Olson, Alderman James D'Alessandro, Alderman Tom Myrin, Administrator Sam Tapson, City Clerk Cairie Virrueta, Utility Director John Murphy, Police Chief Joel Christensen, Public Works Operations Manager Marty Nuss, Fire Chief Rod Smith, City Engineer Ryan Cardinal, Jerry Groth, Kellen Olshefski

**NE WATER TREATMENT PLANT: REVIEW OF ASSESSMENT STUDY**

Jerry Groth from Baxter and Woodman said that the Safe Water Drinking Loan has been submitted. He presented a power point showing the City's water demands throughout the year. The City averages one million gallons of pumping a day. There has been a downward trend in water use, but future trends show an increase until 2035. The Lakeland and Centralia plants produce three million gallons per day. If Centralia shuts down there would not be enough to meet the City's maximum requirements, however, there would be enough to meet the average. Utility Director Murphy said the Centralia plant has ongoing issues that continue to get worse, including meters getting plugged on a weekly basis. Groth recommended that one well at the North treatment plant be brought online as it would meet the maximum day demands. Alderman Payson asked how long until the well could be online. Groth said it would be June of 2017, which includes getting the Safe Water Drinking Loan. Centralia would then go offline one year later. Alderman Rehberg asked when the City will hear back about the loan. Groth said in April and then the plans/specs would be provided in June and the process of getting the loan would be started. Alderman D'Alessandro asked if the ability to efficiently install the other half of the plant would be part of the plans. Groth said yes and it is a 50 year plan. City Administrator Sam Tapson asked Groth if he knew the costs to keep Centralia live for the next 24 months. Groth said no, but that it should be done. At the next MSU meeting he will provide those costs and an updated cost for the North Treatment Plant. The bid for the plant is planned to be released in the winter.

**POOL PARKING LOT PROJECT: STATUS UPDATE**

Engineer Cardinal said plans for the pool parking lots are at about 60% completion and he is planning to have an April 1<sup>st</sup> bid for them. Administrator Tapson said Cardinal would need to bring back the drawings for the March 23<sup>rd</sup> meeting and then go to council on April 6<sup>th</sup> for approval. It was decided that he will have the plans for the next MSU meeting and, as a majority of the council attends the meeting, consensus to move forward would be provided at that meeting to avoid delaying the project. Alderman Rehberg asked if the PD has seen the plans and wants to make sure the Police Chief reviews them.

**PROPERTY MAINTENANCE CODE: STAFF REPORT RE ENFORCEMENT PRACTICES & BUILDING PERMIT ISSUANCE**

Administrator Tapson presented suggested changes to the ordinance to address concerns the committee had on property maintenance issues in the City. He said notifications can be changed, but some can't as they are statutory. Alderman Payson wants to address lead in paint. Alderman Rehberg wants to do the changes, however felt it was too vague. Alderman D'Alessandro wants all levels treated equally. He felt that level one notifications should be taken seriously as they eventually become level twos. He wants to enforce painting/chipping/flaking and wants staff to follow through on it. Mayor Olson felt that staff follows through, but that the time to complete is too lenient. He felt it should address residential and

business. Alderman D'Alessandro wants there to be an appeals process in the ordinance. Administrator Tapson said it is in the suggested ordinance changes and needs a correction; appeals would come to MSU. Mayor Olson would like staff to be able to direct those financially unable to make repairs to places to obtain assistance. He asked if the City can create a program similar to the state program. Administrator Tapson was unsure if the City can participate in the state program or if these programs exist. He also recommended against doing citations. Alderman D'Alessandro felt there was subjectiveness in the proposed ordinance and the MSU committee should be the final decision maker. Mayor Olson wants a formal policy on when allowing exceptions and no verbal's; he would like everything to be documented, such as dates homeowners were contacted. Police Chief Christensen said that the PD is identifying properties now and if anyone has a property of concern to let him know.

#### **ADJOURNMENT**

Motion (Rehberg/Huss) to adjourn at 4:59 p.m.

Cairie L. Virrueta  
City Clerk