

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

September 14, 2015

Municipal Services and Utilities Committee was called to order at 4:30 p.m. by Alderman Huss followed by Roll Call.

**ROLL CALL**

Present: Gregory Huss, Michael Kluck (Absent: Hoss Rehberg)

Also present: Mayor Brian Olson, Alderman Tom Myrin, City Administrator Sam Tapson, City Clerk Cairie Virrueta, Public Works Operations Manager Marty Nuss, Utility Director John Murphy, Fire Chief Rod Smith, City Engineer Paul Vanhenkelum, and Elkhorn Newspaper Correspondent Kellen Olshefski

**Compost Site Clean-up**

DPW Manager Nuss said the City has been leasing 5 acres from the county for about 25 years for \$1 a year and the county wants the property back or the lease redone. If the City chooses to attempt to keep the property the rent will increase substantially. Brush will be hauled directly to Compost Management so the site is no longer needed. The City will clean up the site, which is very full, and return it to the county. Compost Management provided the best price at \$550 an hour and will have the job completed in about one week, for a cost of approximately \$22,000-25,000. This is not a budgeted item, however, the solid waste fund has reserves that could be used. **Motion (Kluck/Huss) to recommend cleanup at the county site at a cost of \$550 an hour, not to exceed \$25,000. Voice vote; motion carried.**

**Leaf Collection Program: Continued discussion of possible changes to service delivery**

DPW Manager Nuss obtained costs for the City to purchase bags for leaf collection and the cost is under \$.50 a bag depending on the size of the order. Administrator Tapson pointed out that distribution and storage of bags can be an issue and most communities have residents buy bags and give them stickers for the bags; and asked if the City can support a bag program. Alderman Kluck has received calls as some are concerned that the bag program will be difficult for the elderly. The bag pickup can be weekly or biweekly and picked up the same day as recycling. Utility Director Murphy said storage of bags can be an issue as they are biodegradable and don't store well. Alderman Myrin felt the bag program where residents obtain their own bags was the direction to go. Alderman Huss agreed that the bag system without the City distributing bags was needed due to the DNR's MS4 permit and it will start next fall.

**Additional Asphalt Repairs**

The City obtained prices from Payne & Dolan while they are in the town for repairs of small spots on roads that are in most need of repair. It can be difficult to get a company to come and do such small areas. City Engineer VanHenkelum said per state bid laws it is allowable to add this into Payne & Dolan's contract as the state spread is ten and the City is running about three. He may be able to negotiate for a lower price and he will have a Change Order for the council meeting on Monday. **Motion (Kluck/Huss) to recommend approval of the Payne & Dolan change order for additional asphalt repairs, not to exceed \$80,000. Voice vote, motion carried.**

**Emerald Ash Borer Tree Removal RFPs**

DPW received RFPs for Emerald Ash tree removals and recommends Arbor Images for \$24,680. They have worked with this company before and they are responsible and came in under budget. They will remove the tree and grind the stumps to 6" below ground level with the city adding soil and seed afterwards. The quote is for 48 trees with 125 trees removed in the last three years. This follows Wachtel's plan for Emerald Ash Borer control. **Motion (Kluck/Huss) to recommend approval of the contract with Arbor Images for removal of 48 trees at a total cost of \$24,680. Voice vote; motion carried.**

**Visual Assessment of Water Storage Tanks**

Utility Director Murphy said KLM Engineering, Inc. provided the best price and has done this work the last three times. This is required per the WI DNR. This item was budgeted for. **Motion (Kluck/Huss) to recommend approval of the proposal from KLM Engineering, Inc. for visual assessment of the City water storage tanks for \$15,500. Voice vote, motion carried.**

**ADJOURNMENT**

Motion (Huss/Kluck) to adjourn at 5:08 p.m.

Cairie L. Virrueta  
City Clerk