

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

June 13, 2016

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

**Roll Call**

Present: Michael Kluck, Hoss Rehberg, Cathy Bensaid

Also present: Mayor Howie Reynolds, Alderman Tom Myrin, Administrator Sam Tapson, Finance Director James Heilman, City Clerk Cairie Virrueta, Utility Operations Director John Murphy, Library Director Lisa Selje, City Engineer Paul Vanhenkelum, Elkhorn Newspaper Correspondent Kellen Olshefski, Eugene Boeger and legal representative

**Water & Sewer Service: Waiver of Required Connection for Eugene Boeger**

Administrator Tapson said the City has an ordinance requiring connections. The language references abutting and adjacent properties, however there isn't a service line that abuts or is adjacent to the Boeger property (YA4080-41). Administrator Tapson said if the waiver is allowed, it should contain an agreement to allow connections in the future if the parcel is subdivided or due to future development. He and Utility Director Murphy recommend granting the waiver. **Motion (Rehberg/Bensaid) to approve the Waiver of Required Connection for Eugene Boeger, property YA4080-1) with an agreement to allow connections in the future if the parcel is subdivided or there is future development. Voice vote; all agreed; motion carried.**

**Deere Road Drainage Repairs**

City Engineer VanHenkelum provided an estimate from Odling Construction of \$9,050 for Deere Road repairs. He said it was for 900-1,000 feet, but only 300-400 feet is needed for the current repairs, which should be around \$3,000-4,000. He called three contractors and Odling responded and is waiting to hear from the others. He hopes the others will respond prior to the council meeting. Administrator Tapson asked why not do all of the repairs now. City Engineer VanHenkelum said it is only needed up to the Crosby driveway and the rest can be done as a second phase later. Alderman Bensaid asked if the second phase would damage Crosby's driveway; it would not. This will be considered more when the other estimates are received.

**2016 Street Maintenance Program**

City Engineer VanHenkelum provided a list of recommended street maintenance projects. Streets are listed in order of priority. West Court is not on the list as it is over the limit. For crack sealing he said only 90% of cracks are done as seal tends to sit on top of small cracks and get removed by plow trucks. Administrator Tapson said when the City reconstructs streets in the next couple of years it can add the rest of the projects not able to be done this year. Currently there is \$175,000 available for street maintenance. City Engineer VanHenkelum said once the City gets caught up on street maintenance if it spends \$50,000 a year it can stay on top of it. The committee will take the list of streets and evaluate them and discuss more at a future meeting.

**Offer to Create and Donate Holiday Scene Proposal from Residents**

Mayor Reynolds said he was approached by a group of retirees volunteering to make a scene for the holiday display. He looked at some of the items they have done and said they are very nice. The group provided a picture of the display- a gingerbread house and gingerbread family. They are also volunteering to paint some of the current displays that need it. Utility Director Murphy said about half of the displays need painting and he supported it. Alderman Rehberg wanted a commitment from the group to updating current

displays. Mayor Reynolds will contact them and ask them to do the two pieces in most need of painting.  
**Motion (Rehberg/Bensaid) to send to Council for approval, allowing group to create a gingerbread house, five gingerbread people and to update two City holiday pieces. Voice vote; all approved; motion carried.**

**Adjournment**

Motion (Rehberg/Bensaid) to adjourn at 5:02 p.m.

Cairie L. Virrueta  
City Clerk