
CITY OF ELKHORN COMMON COUNCIL
MEETING MINUTES
June 17, 2024
COUNCIL CHAMBERS, 311 SEYMOUR CT., ELKHORN, WI 53121

The Common Council meeting was called to order by Mayor Shiroda at 6:09 p.m. in the Council Chambers, followed by the Pledge of Allegiance.

ROLL CALL

Present: Mayor Tim Shiroda, Alderpersons Peter Harvey, Gary Lee Payson Jr., Ron Dunwiddie, Scott McClory. Absent: Ken Meinel and Kurt Harkness.

Others present: City Administrator Adam Swann, Attorney Elaine Ekes, City Clerk Lacey Reynolds, Police Chief Joel Christensen, Director of Public Works Matthew Lindstrom, Fire Chief Trent Eichmann, Finance Director Corrie Daly, Recreation Director Karl Sorvick, Library Director Chad Robinson, Utility Field Office Coordinator Dawn Gall, City Engineer Mike Timmers, Katie and Charlotte James, other interested persons.

PUBLIC COMMENT

Charlotte James updated the Council on the landscaping for the Welcome to Elkhorn Sign Project. James thanked the City's Department of Public Works for their help and Gifford Tree Services for their donation.

CONSENT AGENDA

Motion (Dunwiddie/McClory) to approve the minutes for the Human Resources and Common Council meetings June 3, 2024; Pay Application No. 1 from Willkomm Excavating & Grading, Inc. for the 2024 E Centralia St Reconstruction project in the amount of \$540,966.41; Change Order No. 1 for the NEWTP Sewer & Water Main Extension Project in the amount of (\$22,847.61) decrease and Resolution 24-18: A Resolution Declaring City's Compliance Maintenance Activities Pursuant to Wisconsin Department of Natural Resources Administrative Code Chapter NR 208. Roll call vote: Dunwiddie, yes; McClory, yes; Payson Jr., yes; Harvey, yes. Motion carried.

BILLS PAYABLE

Motion (Payson Jr./Dunwiddie) to approve the City and Utility Bills in the amount of \$2,396,800.82. Roll call vote: Payson Jr., yes; Dunwiddie, yes; McClory, yes; Harvey, yes. Motion carried.

REPORT OF CITY OFFICERS

MAYOR'S REPORT – Mayor Shiroda announced he will need to leave the meeting early so he can attend a meeting in Sugar Creek tonight and the Council President will take over as presiding officer.

CITY ADMINISTRATOR'S REPORT – Administrator Swann reported the Water Department is now in compliance with the DNR. The EEDA approved two grant applications and is currently working on updating the application process. The Walworth County Housing Task Force meets next week and CIP numbers were due today by city staff.

REPORTS OF CITY BOARDS AND COMMUNITY PARTNERS

Fire Advisory Board – meets next month.

Library Board – Director Robinson reported the library is now offering experience passes and the air conditioning is back up and running after being out for several hours.

Recreation Advisory Board – Director Sorvick reported the new Recreation Supervisor Maddie Williams started May 30th, the pool has been open one week and the 70+ seasonal staff are trained and ready to go.

Chamber of Commerce – no report.

Community Grant Writer – Katie James reported EASD renewed the grant writer contract for two years and the school district was awarded a \$1 million grant through the charter school expansion program.

Mayor Shiroda stepped down and Council President Payson Jr. took over as the presiding officer at 6:19 pm.

COMMITTEE REPORTS

Human Resources – Alderperson McClory reported the committee met June 3, 2024 to discuss and review the 2023 employee climate survey.

NEW BUSINESS

Discussion and possible decision regarding the Temp B Beer License for the Walworth County Snowmobile Alliance – A+ Power Sports 30th Anniversary at 622 E. Court St., June 22, 2024; 11:00 am to 5:00 pm. *Motion (Harvey/Dunwiddie) to approve the Temp B Beer License for the Walworth County Snowmobile Alliance – A+ Power Sports 30th Anniversary at 622 E. Court St., June 22, 2024; 11:00 am to 5:00 pm. Roll call vote: Harvey, yes; Dunwiddie, yes; McClory, yes; Payson Jr., yes. Motion carried.*

Discussion and possible decision regarding increasing budget for new ambulance by \$51,000 (from \$302,899 to \$353,899); ambulance budgeted for 2024 but will be delivered in 2025. *Motion (McClory/Harvey) to approve increasing budget for new ambulance by \$51,000 (from \$302,899 to \$353,899). Roll call vote: McClory, yes; Harvey, yes; Payson Jr., yes; Dunwiddie, yes. Motion carried.*

Discussion and possible decision regarding Conditional Use Permit for Madrez Café, Manuel Saucedo Galindo - 1560 N Country Club Parkway. *Motion (Dunwiddie/Harvey) to approve the Conditional Use Permit for Madrez Café, Manuel Saucedo Galindo - 1560 N Country Club Parkway including all the conditions specified by the plan commission. Voice vote, all approved, motion carried.*

Discussion and possible decision regarding Conditional Use Permit for Joseph Doherty, Sirdome Midwest Storage Association Inc. - County Highway H. *Motion (Harvey/Dunwiddie) to approve the Conditional Use Permit for Joseph Doherty, Sirdome Midwest Storage Association Inc. - County Highway H including all the conditions specified by the plan commission. Voice vote, all approved, motion carried.*

Discussion and possible decision regarding updated Fire Chief and Assistant Fire Chief job descriptions. *Motion (McClory/Dunwiddie) to approve the Fire Chief and Assistant Fire Chief job descriptions. Roll call vote: McClory, yes; Dunwiddie, yes; Payson Jr., yes; Harvey, yes. Motion carried.*

Discussion and possible decision regarding proposed Resolution 24-19: Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing - Centralia Phase 2. *Motion (McClory/Dunwiddie) to approve Resolution 24-19: Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing - Centralia Phase 2. Roll call vote: McClory, yes; Dunwiddie, yes; Harvey, yes; Payson Jr., yes. Motion carried.*

Discussion and possible decision regarding proposed Resolution 24-20: Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing - Lead Service Line Program. *Motion (Dunwiddie/Harvey) to approve Resolution 24-20: Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing - Lead Service Line Program. Roll call vote: Dunwiddie, yes; Harvey, yes; Payson Jr., yes; McClory, yes. Motion carried.*

Discussion and possible decision regarding concept plan for HWY 12 park (located on City-owned parcel with tax key number YU NW 00254). *Motion (Dunwiddie/Harvey) to approve concept plan for HWY 12 park (located on City-owned parcel with tax key number YU NW 00254). Roll call vote: Dunwiddie, yes; Harvey, yes; McClory, yes; Payson Jr., yes. Motion carried.*

Discussion and possible decision regarding authorization to start negotiating proposed MOU with potential donor for HWY 12 park (located on City-owned parcel with tax key number YU NW 00254). *Motion*

(Dunwiddie/McClory) to start negotiations with potential donor for HWY 12 park (located on City-owned parcel with tax key number YU NW 00254). Roll call vote: Dunwiddie, yes; McClory, yes; Harvey, yes; Payson Jr., yes. Motion carried.

Discussion and possible decision regarding accepting offer from Shawn McCarthy to mow and bale grass on vacant City-owned parcels in the business park and on the City parcel with tax key number YU NW 00254. *Motion (McClory/Dunwiddie) to approve the offer from Shawn McCarthy to mow and bale grass on vacant City-owned parcels in the business park and on the City parcel with tax key number YU NW 00254. Roll call vote: McClory, yes; Dunwiddie, yes; Payson Jr., yes; Harvey, yes. Motion carried.*

Discussion and possible decision regarding Ordinance No. 24-06: An Ordinance Amending the Elkhorn Municipal Code at article 17.12 Board of Appeals *(first and possible second reading)*. *Motion (Dunwiddie/Harvey) to waive the first reading of Ordinance No. 24-06: An Ordinance Amending the Elkhorn Municipal Code at article 17.12 Board of Appeals. Voice vote, all approved, motion carried. Motion (Dunwiddie/Harvey) to approve Ordinance No. 24-06: An Ordinance Amending the Elkhorn Municipal Code at article 17.12 Board of Appeals. Voice vote, all approved, motion carried.*

ADJOURN

Motion (McClory/Harvey) to adjourn at 6:35 p.m. Voice vote, all approved, motion carried.

Lacey L. Reynolds
City Clerk

Approved 07.01.24