

**CITY OF ELKHORN**  
**Committee of the Whole Minutes**  
**Common Council Chambers, 311 Seymour Ct., Elkhorn, Wisconsin**

**May 6, 2024**

The Committee of the Whole meeting was called to order by Council President Payson Jr. at 4:45 p.m.

Roll Call

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

Others present: Administrator Adam Swann, City Clerk Lacey Reynolds, Director of Public Works Matthew Lindstrom, Safe Built and Willdan Representatives.

Interviews of firms that submitted proposals for building-inspection services in response to the City's RFP. Council President Payson Jr. asked questions of the SAFE Built representative regarding his firm, inspectors on staff, communication with residents, staff, contractors and other customers, prior litigation issues, and improving processes. Council President Payson Jr. asked the same questions of the Willdan representative regarding his firm, inspectors on staff, communication with residents, staff, contractors and other customers, prior litigation issues, and improving processes.

Closed Session: The Committee of the Whole may entertain a motion to go into CLOSED SESSION pursuant to Wisconsin Statutes Section 19.85(1)(e) in order to conduct specified public business, whenever competitive or bargaining reasons require. The Committee of the Whole may also entertain a motion to go into CLOSED SESSION pursuant to 19.85(1)(f) to consider financial, medical, social or personal histories of specific persons which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. Review and discuss the proposals for building inspection services. *Motion (Dunwiddie/Harkness) to adjourn into closed session. Voice vote, all approved, motion carried.* Adjourn into closed session at 5:05 pm.

Reconvene in open session for possible action on closed session items at 5:25 pm. *Motion (Dunwiddie/Harkness) to reconvene in open session. Voice vote, all approved, motion carried.* The Common Council shall RECONVENE INTO OPEN SESSION reserving the right to take action on the matters discussed in CLOSED SESSION and to move to the remaining meeting agenda(s) as posted. Discussion and possible decision regarding proposals for building-inspection services. *Motion (McClory/Dunwiddie) to direct staff to negotiate with Safe Built Inspection Services. Roll call vote: McClory, yes; Dunwiddie, yes; Meinel, yes; Harkness, yes; Payson Jr., yes. Motion carried.*

*Motion (Dunwiddie/Harkness) to adjourn at 5:27 pm. Voice vote, all approved, motion carried.*

Lacey L. Reynolds  
City Clerk