
**CITY OF ELKHORN COMMON COUNCIL
MEETING MINUTES
AUGUST 21, 2017
COUNCIL CHAMBERS, 9 S. BROAD ST., ELKHORN, WI 53121**

The Common Council meeting was called to order by Mayor Reynolds at 5:30 p.m. in the Council Chambers followed by the Pledge of Allegiance, followed by Roll Call.

ROLL CALL

Present: Mayor Howie Reynolds, Aldermen Michael Kluck, Tim Shiroda, Bruce Lechner, Cathy Bensaid, Scott McClory, Tom Myrin, Junior Council Member Nathan Chapman.

Others present: City Administrator Sam Tapson, Attorney Ward Phillips, Finance Director James Heilman, City Clerk Cairie Virrueta, Police Chief Joel Christensen, Utility Director John Murphy, DPW Supervisor Todd Hanson, Fire Chief Rod Smith, Library Director Lisa Selje, Recreation Director Wendy Meyer, City Engineer Jason Feucht, Chris Clapper, Kellen Olshefski, Tom Martin, James Duquette, Burgess family, others

PUBLIC COMMENT

James Duquette spoke about his home at 171 Sundew Court and that he wanted to install a 4 feet high fence, not 3 feet. Administrator Tapson said this is being discussed at the next Plan Commission meeting.

CONSENT AGENDA

Motion (McClory/Bensaid) to approve the minutes of the August 7, 2017 Common Council meetings and the Temporary Class B Beer/Wine License for Friends of the Matheson Memorial Library's Trick-or-Trivia event. Voice vote, all approved, motion carried.

BILLS PAYABLE

Motion (McClory/Kluck) to approve the City and Utility Bills in the amount of \$2,951,024.10 (Check numbers 154237-154547). Roll call vote: Kluck, yes; Shiroda, yes; Bensaid, yes; Lechner, yes; McClory, yes; Myrin, yes. Motion carried.

REPORT OF CITY OFFICERS

Mayor's Report

Discuss Continuation of Youth in Government Program

Mayor Reynolds said Nathan would like to participate again his senior year. Alderman Bensaid said the first year of the program was a learning experience and it was determined it would be better if the youth attended committee meetings; she recommended the Municipal Services Committee. Another student is also interested in participating. The Council agreed that the two participants needed to attend committee meetings. Alderman Bensaid will contact the program administrator and let her know that the City will continue with the program.

City Administrator's Report

DPW Facilities Assessment: Barrientos Findings and Recommendations

Norman Barrientos reviewed the DPW Facilities Assessment Report. To remodel the Wilson Door building would cost over \$3 million exclusive of property purchase, and to build on Centralia would cost about \$5 million and could be done in phases with phase 2 costing an extra million. Some posts in the middle of the Wilson Door building would require vehicles to maneuver around as they would be too expensive to remove. Administrator Tapson said he was notified of a secondary offer for Wilson Door and the City purchasing this would take it off the tax roll. Alderman Bensaid asked the timeframes to build a new building; phase 1 would be 10-12 months and phase 2 would be 4 or 5 months.

LIAISON REPORTS

COMMITTEE REPORTS

Financial and Judicial

Recommendation to Approve Post-flood City Hall Mold Clean-up Proposal

Alderman McClory said there was flooding in the basement at City Hall resulting in very poor air quality and black mold, closing off that portion of the building to staff which includes the public restrooms. The committee approved the clean-up in order to act quickly to remove the mold. After the cleanup, Balistreri Environmental will return to test the basement and also test the upper level of City Hall. **Motion (McClory/Myrin) to approve Balistreri Environmental to clean the City Hall basement for \$14,980 as authorized by the F&J Committee. Roll call vote: Kluck, yes; Shiroda, yes; Bensaid, yes; Lechner, yes; McClory, yes; Myrin, yes. Motion carried.**

Municipal Services and Utilities

525 Marsh Road: Recommendation to connect to City water and create Deed Restriction regarding future sewer connection

Alderman Kluck said after discussion the committee recommended allowing 525 Marsh Road to have a septic system as it was too costly to connect the property to the sanitary sewer, but to add a deed restriction requiring hookup if the system failed and the sanitary sewer is at the property line. **Motion (Kluck/Myrin) to allow 525 Marsh Road to have a septic system but create a Deed Restriction that if the system fails, the owners have to hook up to City sanitary sewer, to include having to connect if sanitary sewer is at the property line. Voice vote, all approved, motion carried.** The committee allowed the well to stay for farm/outdoor use but for the house to be connected to City water. Testing of the well is not required, as the well will not be connected to the City's water supply. **Motion (Kluck/Lechner) that 525 Marsh Road hook-up to City water, keeping the well for outside watering only and if the well fails, it must be property abandoned. Voice vote, all approved, motion carried.**

Discussion on City Engineer's Post-storm Inspection Report

After extensive discussion with the City Engineer and property owners it was decided to meet with the property owners on an individual basis to continue discussion.

UNFINISHED BUSINESS

Ordinance No. 17-12 An Ordinance to Add Mobile Tower Siting Regulations to City Municipal Code (Second Reading)

Motion (Myrin/Lechner) to approve Ordinance Number 17-12. Voice vote, all approved, motion carried.

Ordinance No. 17-13 An Ordinance Amending Chapter 12 Titled Licenses and Permits (Second Reading)

Motion (McClory/Kluck) to approve Ordinance Number 17-13. Voice vote, all approved, motion carried.

Walworth County Election Voting Equipment Agreement

The County will purchase new voting equipment and the City will maintain it. **Motion (Kluck/Bensaid) to approve the Walworth County Election Voting Equipment Agreement. Voice vote, all approved, motion carried.**

Response to Secondary Offer to Purchase Wilson Door Property

Administrator Tapson said the Council needed to decide if it wanted to purchase the property. **Motion (McClory/Lechner) to withdraw the offer to purchase the Wilson Door property. Roll call vote: Kluck, yes; Shiroda, yes; Bensaid, yes; Lechner, yes; McClory, yes; Myrin, yes. Motion carried.**

NEW BUSINESS

2017-22 CIP: Discussion and Possible Approval of Proposed 2017-22 CIP Plan/Funding

Administrator Tapson said this was discussed at the F&J committee last week. The committee endorsed the CIP plan. So that the financing can begin, the Council needs to approve the CIP plan. The streets will be done in 2018 as it is late in the year for street reconstruction. **Motion (McClory/Shiroda) to approve the proposed 2017-22 CIP. Voice vote, all approved, motion carried.**

2017-18 CIP Borrowing: Letter of Engagement from Ehlers

This is to engage Ehlers and Quarles & Brady to move forward with the borrowing. ***Motion (McClory/Shiroda) to engage Ehlers for the 2017-18 borrowing. Roll call vote: Kluck, yes; Shiroda, yes; Bensaid, yes; Lechner, yes; McClory, yes; Myrin, yes. Motion carried.***

ADJOURN

Motion (Kluck/Myrin) to adjourn at 6:42 p.m.

Cairie L. Virrueta
City Clerk

Approved 09-05-17