
**CITY OF ELKHORN COMMON COUNCIL
MEETING MINUTES
November 20, 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 Members Nathan Chapman and Cade Fink
Others present: City Administrator Sam Tapson, Attorney Ward Phillips, Finance Director James Heilman, City Clerk Cairie Virrueta, Police Chief Jon Anzalone, Utility Director John Murphy, DPW Manager Matthew Lindstrom, Fire Chief Rod Smith, Library Director Lisa Selje, City Engineer Greg Calhoun, Rec Director Wendy Meyer, newspaper representatives, other interested persons

PUBLIC COMMENT

None.

CONSENT AGENDA

Motion (Kluck/Bensaid) to approve the minutes of the November 6, 2017 Common Council November 13, 2017 Committee of the Whole and September 5, 2017 Common Council meetings. Voice vote, all approved, motion carried.

BILLS PAYABLE

Motion (Kluck/Shiroda) to approve the City and Utility Bills in the amount of \$3,132,983.55 (Check numbers 154968-155232). Roll call vote: Kluck, yes; Shiroda, yes; Bensaid, yes; Lechner, yes; McClory, yes; Myrin, yes; advisory votes: Chapman, yes; Fink, yes. Motion carried.

REPORT OF CITY OFFICERS

Mayor's Report

Mayor Reynolds reminded everyone that the tree lighting is a week from Friday and the parade is the following Saturday at 1:30 p.m.

City Administrator's Report

Administrator Tapson said the DPW Facility proposals were due Friday and four were received. Evaluation forms were given to the DPW Operations Manager, DPW Supervisor and Utility Director. It is planned to go to the committee with the evaluations next Monday.

LIAISON REPORTS

Historic Preservation – no report

Fire Advisory Board – the budget was reviewed and discussions on full-time positions continue

Library Board – programs for children and adults are coming up, the DPW helped clean up mold in the basement

Chamber – new members were welcomed, the parade plans continue, the Travel Channel was in Elkhorn

Recreation Advisory Board – at the last meeting the preliminary pool numbers were discussed, the Reindeer Run and Grinch Sprint needs volunteers

COMMITTEE REPORTS

Human Resources

Consideration and possible action of recommendation to approve Structural Adjustment to Compensation Plan and Adjust Utility Director and Assistant Finance Director/Treasurer to Midpoint, Beginning January 1, 2018

Alderman Myrin said the last time a structural pay rate adjustment took place was in 2015. Three employees in DPW would need adjustments and the City budgeted \$7,000 for the adjustments but the adjustments will be under budget. A resolution for this is under New Business.

Municipal Services & Utilities

Discussion on Update to E. Market Street Construction

Alderman Kluck said the contractor informed the City that more bad soils would need to be removed than originally thought. The cost to remove the soils will not exceed \$295,000 and is expected to be half that amount. The project is still under budget with the additional costs. City Engineer Calhoun said work is planned to start next week with grading in the late winter or early spring.

Discussion on Babe Mann Park Improvements

The committee agreed to add money to the 2018 Budget to get the plans for Babe Mann started.

PLAN COMMISSION

Recommendation to Approve Conditional Use Permit for Kunes Elkhorn GM, 1350 S HWY 67

Mayor Reynolds said Kunes wanted to include a quick oil change at the dealership and this is an expansion of their current franchise, not a separate business. *Motion (Myrin/Kluck) to approve the CUP for Kunes Elkhorn GM. Voice vote, all approved, motion carried.*

NEW BUSINESS

Resolution No. 17-21 A Resolution to Adopt 2018 Budget and 2017 Tax Levy

Motion (McClory/Shiroda) to approve Resolution No. 17-21. Roll call vote: Kluck, yes; Shiroda, yes; Bensaid, yes; Lechner, yes; McClory, yes; Myrin, yes; advisory votes: Chapman, yes; Fink, yes. Motion carried.

Resolution No. 17-22 A Resolution to Amend the City of Elkhorn Wage and Salary Schedule Covering All General Employees

Motion (Myrin/Kluck) to approve Resolution No. 17-22. Roll call vote: Kluck, yes; Shiroda, yes; Bensaid, yes; Lechner, yes; McClory, yes; Myrin, yes; advisory votes: Chapman, yes; Fink, yes. Motion carried.

Consideration and Possible Action to Approve Task Order 5 Pertaining to the 2018 Streets Program

This adds additional work and doing the streets in 2018. It removes Court Street. *Motion (Kluck/Bensaid) to approve Task Order 5 for the 2018 Streets Program. Roll call vote: Kluck, yes; Shiroda, yes; Bensaid, yes; Lechner, yes; McClory, yes; Myrin, yes; advisory votes: Chapman, yes; Fink, yes. Motion carried.*

Committee of the Whole Recommendation to Approve Utility Director Vehicle Replacement

The replacement of the vehicle is budgeted for 2017. *Motion (McClory/Myrin) to purchase a new vehicle for the Utility Director from Elkhorn Motors, Inc for \$18,748. Roll call vote: Kluck, yes; Shiroda, yes; Bensaid, yes; Lechner, yes; McClory, yes; Myrin, yes; advisory votes: Chapman, yes; Fink, yes. Motion carried.*

ADJOURN TO CLOSED SESSION

Motion (McClory/Shiroda) to adjourn to closed session Pursuant to Wisconsin Statute 19.85(1)(e) "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session." Voice vote, motion carried. Adjourned to closed session at 5:50 p.m.

RECONVENE IN OPEN SESSION

Reconvened into open session at 5:57 p.m.

POSSIBLE ACTION TO APPROVE TID 4 DEVELOPMENT AGREEMENT

Motion (McClory/Myrin) to authorize the Mayor to sign the Master Development Agreement in component pieces if necessary so long as there are no material changes. Roll call vote: Kluck, yes; Shiroda, yes; Bensaid, yes; Lechner, yes; McClory, yes; Myrin, yes; advisory votes: Chapman, yes; Fink, yes. Motion carried.

ADJOURN

Motion (Kluck/Shiroda) to adjourn at 6:00 p.m. Voice vote, all approved, motion carried.

Cairie L. Virrueta
City Clerk

Approved 12/4/17