
**CITY OF ELKHORN COMMON COUNCIL
MEETING MINUTES
January 2, 2018
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 Joel Christensen, DPW Manager Matthew Lindstrom, Fire Chief Rod Smith, Rec Director Wendy Meyer

PUBLIC COMMENT

None.

CONSENT AGENDA

Motion (Kluck/Bensaid) to approve the minutes of the December 18, 2017 Common Council meeting.

Voice vote, all approved, motion carried.

Motion (McClory/Lechner) to approve appointment of 2018-19 City of Elkhorn Election Inspectors list as submitted by the City Clerk. Voice vote, all approved, motion carried.

REPORT OF CITY OFFICERS

Mayor's Report

None.

City Administrator's Report

None.

UNFINISHED BUSINESS

Ordinance No. 17-15 An Ordinance to Rezone Certain Properties Located Within TID #4 (2nd Reading)

Motion (Myrin/Kluck) to approve Ordinance No. 17-15. Voice vote, all approved, motion carried.

NEW BUSINESS

Resolution No. 18-02 A Resolution Establishing Wages and Salaries for Part-time, Limited Term and Seasonal Employees, and Providing Uniform Allowance for Certain General Full-time Employees

Administrator Tapson said this is a yearly resolution that is determined through the budgeting process. In general, the positions had a 2% increase except for lifeguards and head lifeguards who had a larger increase at the request of the Recreation Director. This was done to be competitive for those positions.

Motion (Kluck/Shiroda) to approve Resolution No. 18-02. Roll call vote: Bensaid, yes; McClory, yes; Lechner, yes; Shiroda, yes; Kluck, yes; Myrin, yes. Motion passed.

Resolution No. 18-03 A Resolution to Adopt Adjusted Sewer Use Fees

Administrator Tapson said the adjustment is to accommodate the WALCOMET increase. Alderman Myrin asked if the increase was 2% across the board; Administrator Tapson said it roughly is in terms of the aggregate. WALCOMET passed the increase in late November. *Motion (Shiroda/McClory) to approve Resolution No. 18-03. Voice vote, all approved, motion carried.*

Architectural Services Contract – Kueny Architects, LLC

Administrator Tapson said the City Attorney reviewed the contract and it is generally acceptable. He said the Scope of Services didn't capture the discussion and after he talked to Kueny they said they would adjust the contract by incorporating the proposal document. Also, the City can choose to have a fixed fee rate which won't increase or decrease based on level of project, or it could have a variable rate that could be less than the fixed fee or more. Alderman Shiroda said he preferred a fixed fee. Alderman McClory was concerned with contract's wording regarding the number of times Kueny will visit the site; the contract sets the minimum number of times but with the embedding of the proposal it will be more. ***Motion (Kluck/Shiroda) to authorize the Mayor to execute the contract with two changes: to go with the fixed fee and to set the scope based on the City Administrator's comments to incorporate the Proposal. Voice vote, all approved, motion carried.***

ADJOURN

Motion (McClory/Shiroda) to adjourn at 5:50 p.m. Voice vote, all approved, motion carried.

Cairie L. Virrueta
City Clerk

Approved 01/15/2018