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**CITY OF ELKHORN COMMON COUNCIL  
MEETING MINUTES  
September 17, 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.

**ROLL CALL**

Present: Mayor Howie Reynolds, Aldermen Frank Boggs, Ron Dunwiddie, Karel Young, Scott McClory, Tom Myrin; Absent: Tim Shiroda

Others present: City Administrator Sam Tapson, Attorney John Murphy, Finance Director James Heilman, City Clerk Cairie Virrueta, Police Chief Joel Christensen, Utility Director John Murphy, DPW Manager Matthew Lindstrom, Fire Chief Rod Smith, Library Director Lisa Selje, Rec Director Wendy Meyer, City Engineer Greg Calhoun, Megan Degner, Alex Johnson, other interested persons

**PUBLIC COMMENT**

None.

**CONSENT AGENDA**

*Motion (Dunwiddie/Boggs) to approve the minutes of the September 4, 2018 Regular and Closed Session Common Council meetings; Temporary Class "B" Fermented Malt Beverage License for Walworth County Agricultural Society's Rock the Barns on October 19, 2018 from 5 p.m. to Midnight, Chris Clapper, Agent. Voice vote, all approved, motion carried.*

**BILLS PAYABLE**

*Motion (McClory/Boggs) to approve the City and Utility Bills in the amount of \$3,812,938.38 (Check numbers 157412-157611). Roll call vote: Boggs, yes; Young, yes; Dunwiddie, yes; McClory, yes; Myrin, yes. Motion carried.*

**REPORT OF CITY OFFICERS**

**MAYOR'S REPORT**

**Appointment of Joe Rudolf to the Rec Advisory Board**

*Motion (Young/Dunwiddie) to appoint Joe Rudolf to the Rec Advisory Board. Voice vote, all approved, motion carried.*

**CITY ADMINISTRATOR'S REPORT**

**Department Head Resignation**

Administrator Tapson said Recreation Director Wendy Meyer has resigned and her last day is Friday. He would like to do a Human Resources meeting on the 27<sup>th</sup> to discuss the position. Alderman McClory asked if there was a bridge component; yes the Recreation Administrative Assistant.

**2019 Budget Update**

The final budget is planned to be released on October 15.

**LIAISON MEETING REPORTS**

**COMMITTEE REPORTS**

**MUNICIPAL SERVICES & UTILITIES**

**Recommendation to Approve Installation of Drain Tile on Deere Road to Nathan Lane with Contingency from Property Owner**

The committee recommended approving installation of drain tile on Deere Road to Nathan Lane contingent upon Dave Crosby agreeing to repair his driveway to ensure that it is higher than the gutter.

**Discussion on Ordinance 13.4.040 Regarding Sump Pumps**

This has been a lingering issue for years. The ordinance that was created is not easily understood and enforcing and administering it is unclear. The ordinance needs cleaning up and should address distance to connect, utility connects, etc. DPW Manager Lindstrom and City Engineer Calhoun will work on defining standards and what issues/criteria to apply to the ordinance.

**UNFINISHED BUSINESS**

**RESOLUTION NO. 18-16 RESOLUTION FOR ABANDONMENT OF SECTIONS OF PUBLIC RIGHTS OF WAY KNOWN AS MONROE AND VAN BUREN STREETS**

The City is still waiting on the final paperwork to approve this resolution.

**REMER ROAD DRAINAGE IMPROVEMENTS COST UPDATE**

City Engineer Calhoun said they only received one proposal for Remer Road drainage improvements and it is double his estimate. He said contractors are very busy right now. He said the improvements are urgent and need to be resolved. Improvement for Davis Street came under budget and both together almost equal the total estimate for both projects. ***Motion (McClory/Young) to approve Remer Road drainage improvement cost and adjust the budget for \$13,750. Roll call vote: Boggs, yes; Young, yes; Dunwiddie, yes; McClory, yes; Myrin, yes. Motion carried.***

**NEW BUSINESS**

**ORDINANCE NO. 18-09 AN ORDINANCE TO AMEND CHAPTER 17 OF THE ELKHORN MUNICIPAL ZONING CODE (First Reading)**

**FEDERAL REQUIREMENTS COMPLIANCE CERTIFICATION FOR NE WATER TREATMENT PLANT PREVAILING WAGE RATE REQUIREMENTS: NE WATER TREATMENT PLANT AND WATER UTILITY BUILDING AT KOOPMAN LANE**

Finance Director Heilman said these projects have been done awhile and to close out the SAFE Drinking Water Loan these need to be approved. Mayor Reynolds asked when the Centralia plant would be eliminated; Utility Director Murphy said it is planned to happen in 2019. ***Motion (Young/Boggs) to approve both agreements. Voice vote, all approved, motion carried.***

**ADJOURN**

***Motion (McClory/Boggs) to adjourn at 5:56 p.m. Voice vote, all approved, motion carried.***

Cairie L. Virrueta  
City Clerk

**Approved 10/1/18**