
**CITY OF ELKHORN COMMON COUNCIL
MEETING MINUTES
October 1, 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 Tim Shiroda, Frank Boggs, Ron Dunwiddie, Karel Young, Scott McClory, Absent: Tom Myrin

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, Library Director Lisa Selje, Mike Riese, Kellen Olshefski, other interested persons

PUBLIC COMMENT

None.

CONSENT AGENDA

Motion (Dunwiddie/Shiroda) to approve the minutes of the September 17, 2018 Common Council meeting and Temporary Class B Fermented Malt Beverage Licensed for Rock the Barns Events for Walworth County Agricultural Society, Chris Clapper, Agent, on the following dates: 11/17/18, 12/8/18, 12/15/18, 1/12/19, 1/19/19, 2/16/19; from 6:00 to 11:30 p.m.. Voice vote, all approved, motion carried.

REPORT OF CITY OFFICERS

MAYOR'S REPORT

Swearing in of Junior Council Members

City Attorney Phillips gave Alex Johnson and Megan Degner their oath of office.

Michael Riese Retirement Award

Mayor Reynolds presented Mike Riese, retired Public Works Crewman, with an award thanking him for his 13+ years of service to the City and its residents.

CITY ADMINISTRATOR'S REPORT

None.

COMMITTEE REPORTS

HUMAN RESOURCES

Community Service Officer Staffing Discussion

There are currently two CSO's working 28.5 hours a week each with a portion reimbursed by the school for their crossing guard duties. One of them obtained a full-time job and they want to keep her on but she is unable to work all the hours and they plan to hire someone to cover those hours and also fill in for vacations. No additional money will be needed for the position.

Recreation Director Vacancy Replacement

Administrator Tapson said he reviewed the position description and there is an emphasis on management. The position requires a four year college degree or equivalent experience. Staff will review the applications, select 4-6 applicants and then bring the applicants in for an interview and have a couple of Council members participate in the interview process. Administrator Tapson said the new director can evaluate where the department is and look into programs that overlap with school programs, such as swim lessons.

FINANCIAL AND JUDICIAL

"Final" Preliminary Budget Review Discussion

The levy increase is 2.3% which is about \$9-10 on a median value home. The Expenditure Restraint Program is preserved. The two new positions for DPW and Recreation are in the budget. The budget is scheduled to be released October 15th.

Recommendation to Approve Patrol Squad Vehicle Upfitting

Police Chief Christensen said he sent out quotes on Friday (it was the deadline) for the new squad vehicle and at this time it was unknown if he would receive the vehicle. Alderman McClory said the County sent out for quotes and were told they wouldn't get them. Police Chief Christensen said he would know in 2-3 weeks. He also said the new car that was already purchased is getting the radio and rest of the equipment installed, at state pricing for \$11,812.50 from General Communications. It is within the 2018 Budget.

Motion (McClory/Shiroda) to approve General Communications for \$11,812 for P.D. vehicle upfitting. Roll call vote: Boggs, yes; Young, yes; Dunwiddie, yes; McClory, yes. Motion carried.

PLAN COMMISSION

Recommendation to Approve Rezone for Wilson Farm Meats from M-2 to B-3 (Ordinance under New Business)

Mayor Reynolds said the Wilson property to the north next to the railroad tracks is the property to be rezoned.

UNFINISHED BUSINESS

Resolution No. 18-16 A Resolution for the Abandonment of Sections of Public Right of Ways Known as Monroe and Van Buren Streets

Motion (Shiroda/Young) to approve. Voice vote, all approved, motion carried.

Permanent Access Easement Agreement with Matthew and Donna Belanus

Motion (Dunwiddie/McClory) to approve. Voice vote, all approved, motion carried.

Developer's Agreement with Matthew and Donna Belanus

Motion (Shiroda/Boggs) to approve. Voice vote, all approved, motion carried.

Quit Claim Deed with Matthew and Donna Belanus

Motion (Shiroda/McClory) to approve. Voice vote, all approved, motion carried.

Ordinance No. 18-09 An Ordinance to Amend Chapter 17 of the Elkhorn Municipal Zoning Code (Second Reading)

Motion (Young/Shiroda) to approve. Voice vote, all approved, motion carried.

NEW BUSINESS

Staffing Vacant Patrolman Position

Police Chief Christensen said there is a vacancy due to the former Captain leaving. ***Motion (Shiroda/Dunwiddie) to staff the vacant patrolman position. Voice vote, all approved, motion carried.***

Resolution No. 18-17 A Resolution Authorizing a Temporary Polling Place for Voting Purposes in the City of Elkhorn for the November 6, 2018 General Election

Bigger elections, such as the November election, need more space so the City will be using the National Guard Armory. Other elections are at the Rec Center. ***Motion (Dunwiddie/Boggs) to approve Resolution No. 18-17. Voice vote, all approved, motion carried.***

Ordinance No. 18-11 An Ordinance to Rezone a Property Located Within the Boundaries of the City of Elkhorn: Clarke St. Between Lincoln St. and Wisconsin St. (First Reading)

Motion (McClory/Shiroda) to waive the first reading and approve Ordinance No. 18-11. Voice vote, all approved, motion carried.

Addendum #2 to City of Elkhorn Master Development Agreement with E & M Elkhorn, LLC for Tasch Land
Administrator Tapson said this is part of the development agreement and is not necessary for
improvement of the infrastructure. ***Motion (McClory/Shiroda) to Addendum #2 with E & M Elkhorn, LLC.***
Voice vote, all approved, motion carried.

ADJOURN

Motion (Shiroda/Boggs) to adjourn at 5:46 p.m. Voice vote, all approved, motion carried.

Cairie L. Virrueta
City Clerk

Approved 10/15/18