
**CITY OF ELKHORN COMMON COUNCIL
SPECIAL MEETING MINUTES
April 30, 2018
COUNCIL CHAMBERS, 9 S. BROAD ST., ELKHORN, WI 53121**

The Common Council meeting was called to order by Mayor Reynolds at 5:00 p.m. in the Council Chambers followed by the Pledge of Allegiance.

Roll Call

Present: Mayor Howie Reynolds, Aldermen Tim Shiroda, Frank Boggs, Bruce Lechner, Karel Young, 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, Sergeant Scott Peterson, DPW Manager Matthew Lindstrom, other interested persons.

Gary Wallem said a tower installed in front of his downtown lot makes it lot unbuildable. He offered to sell the lot to the City for what he has into it. Mayor Reynolds instructed Wallem to contact the Finance Director about it.

2018 Streets Project

Recommendation from MSU Committee to reconsider sidewalk extension along Westlawn Ave and Edgewood Ave

Alderman Lechner said the committee met to hear concerns from residents who did not want the sidewalks installed and recommended the Council revote on it. Joy Kaul, who lives on the 500 block of Westlawn said she recently almost hit a child who stumbled in the street. She said she was going very slowly and was able to stop. There were children on the other side of the street with other cars coming. She supported installing the sidewalks. Richard Gilkey, Jeffry Spatz and Mechele Fleiner, whom attended the committee meeting, reaffirmed their reasons for opposing the sidewalks. Judy Hess, 301 Westlawn, said she understood both sides and didn't look forward to shoveling sidewalks, but she didn't want to see a child get hit. She said cars go 40 mph and she would like to see stricter speed limits or police presence. Jeff Wuttke, 231 Westlawn, opposed the sidewalks. He said something needed to be done about the traffic problems before sidewalks are installed. He wanted confirmation of where the sidewalk would go on his property. Robert Regnier, who spoke at a past Council meeting on this, reaffirmed his support of the sidewalk installation. He said it is a public safety issue. A gentleman who lives at 501 Westlawn asked who would pay for the sidewalks; the City will. ***Motion (Myrin/McClory) to keep the sidewalk installation as previously approved and move forward.*** Alderman Lechner asked if reconstruction is the only time sidewalks are considered for installation. Administrator Tapson said the policy says a street reconstruction is a trigger to look at installing new sidewalks, as well as new subdivision construction. It is not cost feasible to construct sidewalks across the entire City. ***Roll call vote: Myrin, yes; McClory, yes; Lechner, yes; Shiroda, yes; Young, yes; Boggs, yes; Advisory votes: Chapman, yes; Fink, yes. Motion carried.***

Award of Contract for 2018 Street Improvement Project to Stark Pavement

The lowest bid was about \$17,000 over the engineer's estimate at \$795,582.54 with an alternate of \$39,234. Administrator Tapson said the alternate was for pulverizing Clark Street which is not a long term solution. Mayor Reynolds said there is no blacktop left on Clark Street and he recommended doing it. ***Motion (Shiroda/Myrin) to award the 2018 Street Improvement Project to Stark Pavement including the alternate for Clark Street. Roll call vote: Myrin, yes; McClory, yes; Lechner, yes; Shiroda, yes; Young, yes; Boggs, yes; Advisory votes: Chapman, yes; Fink, yes. Motion carried.***

Koopman Lane Building Expansion: Magill Construction

Change Orders and Final Payout of Contract Expenditures

Finance Director Heilman said this project was substantially completed late last year, but the parking lot/driveway portion wasn't done due to weather. It will instead be completed as part of TID #4's Arnold

Avenue project. With the two change orders, the contract has a net decrease of \$22,820.03. The change orders have to go through the DNR SAFE Loan approval process, as well as the close out of the project which can be a lengthy process. Magill Construction asked that the retainage held by the City be released as the architect signed off on the project on April 6th. They need to pay their subcontractors. The money will come out of general expenditures for the water utility and then be reimbursed after the DNR approvals are completed. **Motion (Myrin/Shiroda) to approve the change orders in the amount of \$31,749.97 and (\$54,570) for a total of (\$22,820.03). Roll call vote: Myrin, yes; McClory, yes; Lechner, yes; Shiroda, yes; Young, yes; Boggs, yes; Advisory votes: Chapman, yes; Fink, yes. Motion carried.** **Motion (Myrin/Lechner) to approve payment of retainage in the amount of \$72,589 to Magill Construction for the Koopman Lane Building. Roll call vote: Myrin, yes; McClory, yes; Lechner, yes; Shiroda, yes; Young, yes; Boggs, yes; Advisory votes: Chapman, yes; Fink, yes. Motion carried.**

Work Session: Discussion of Future City Hall Options

Administrator Tapson said when DPW moves the old garage will be demolished regardless of future use. He suggested the City have an environmental assessment done on the site due to the age of the building and its past uses. He recommended Fehr Graham as they have done a number of projects for the City, however he can send out an RFP for it. Having the assessment done now allows the City to be ready to move forward with the new City Hall in 2019. **Motion (McClory/Lechner) to get two proposals for environmental assessment of the current Public Works garage location. Voice vote, all approved, motion carried.** Administrator Tapson asked if the Council was still comfortable using the DPW site for the new City Hall since it wasn't in the downtown. Alderman Lechner wanted to stay with that site and consider other sites if the environmental assessment said the site wasn't a good building site. Administrator Tapson said an alternate site could be by the Recreation building on Walworth Street. He said the plan should anticipate a need for potential expansion such as a building/zoning department or human resources. Finance Director Heilman said City Hall could be paid off in 10 years. He said a lot of debt falls off in 2024 and 2025. Alderman McClory asked when City Hall would be started; in 2020. Alderman McClory would like to see it completed in 2020; Administrator Tapson said planning now helps get the City ready for that.

ADJOURN TO CLOSED SESSION

Motion (Lechner/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" regarding Economic Development Land Acquisition. Voice vote, all approved, motion carried.
Adjourned to closed session at 5:52 p.m.

Cairie L. Virrueta
City Clerk

Approved 05/07/18