
**CITY OF ELKHORN COMMON COUNCIL
MEETING MINUTES
May 20, 2019
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, Karel Young, Tom Myrin; Absent: Ron Dunwiddie, Scott McClory

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, Recreation Director Karl Sorvick, Recreation Supervisor Alyssa Montgomery, other interested persons

PUBLIC COMMENT

None.

CONSENT AGENDA

Motion (Shiroda/Boggs) to approve the minutes of the May 6, 2019 Common Council and May 13, 2019 Committee of the Whole meetings. Voice vote, all approved, motion carried.

BILLS PAYABLE

Motion (Myrin/Young) to approve the City and Utility Bills in the amount of \$2,573,098.97 (Check numbers 159330-159538). Roll call vote: Boggs, yes; Shiroda, yes; Young, yes; Myrin, yes. Motion carried.

REPORT OF CITY OFFICERS

MAYOR'S REPORT

Appointment of Desirae Skelton to the Board of Review

A member of the board can no longer serve and the Mayor recommended Desirae Skelton. ***Motion (Young/Shiroda) to approve Desirae Skelton to the Board of Review. Voice vote, all approved, motion carried.***

CITY ADMINISTRATOR'S REPORT

Administrator Tapson introduced new Recreation Supervisor Alyssa Montgomery to the Council. He also informed the Council that the pool will not be opening timely as the pool mat has not been delivered yet. Recreation Director Sorvick said the plan is to open June 8th.

LIAISON COMMITTEE MEETING REPORTS

Fire Advisory Board – Alderman Young said at the meeting the referendum was discussed and Finance Director Heilman is forming a committee to work on it

Library Board – Alderman Shiroda said new officers and a president were elected at the last meeting
Chamber – none

Recreation Advisory Board – Alderman Boggs said there is a meeting this Wednesday

COMMITTEE REPORTS

COMMITTEE OF THE WHOLE

Recommendation to Remove Playground Equipment and Replace with Modular Components at Rotary Park, not to Exceed \$10,000

Recreation Director Sorvick said he is finalizing what can be done and what is affordable. **Motion (Myrin/Boggs) to remove playground equipment and replace with modular components at Rotary Park, not to exceed \$10,000. Roll call vote: Boggs, yes; Shiroda, yes; Young, yes; Myrin, yes.**

Recommendation to Amend Resolution No. 18-20, Establishing Wages and Salaries for Part-time, Limited Term and Seasonal Employees, and to Reallocate Wages for Camp Lead and Co-Leads (Resolution is under New Business)

PLAN COMMISSION

Conditional Use Permit No. 19-04 for Daryle Wooley/Jason Jones, 1525 N. Country Club Pkwy. For "Automobile Repair"

Mayor Reynolds said this is for fixing classic cars only and they will all be worked on inside. **Motion (Myrin/Boggs) to approve CUP No. 19-04. Voice vote, all approved, motion carried.**

Ordinance No. 19-04 To Rezone 406 S. Wisconsin St. and the North Side of Clark St. between Wisconsin St. and Lincoln St. (First Reading)

Mayor Reynolds said this is so Wilson Farm Meats can put up a pavilion for cookouts and adding a parking lot area. There are plans to add two railroad cars in the future. **Motion (Shiroda/Myrin) to waive the first reading. Voice vote, all approved, motion carried. Motion (Shiroda/Myrin) to approve Ordinance No. 19-04. Voice vote, all approved, motion carried.**

Conditional Use Permit No. 19-05 for Wilson Farm Meats, 406 S. Wisconsin St. for "Planned Unit Development"

Motion (Myrin/Young) to approve CUP No. 19-05. Voice vote, all approved, motion carried.

UNFINISHED BUSINESS

Possible Approval of City Hall Design Services Contract

Administrator Tapson said the City Attorney had concerns with Kehoe-Henry's contract and it will come back for approval at a later time.

NEW BUSINESS

Resolution No. 19-04 To Amend the Wages and Salaries for Part-time, Limited Term and Seasonal Employees as Established by Resolution 18-20

Motion (Boggs/Shiroda) to approve Resolution No. 19-04. Voice vote, all approved, motion carried.

Resolution No. 19-05 To Amend the City of Elkhorn Wage and Salary Plan and Schedule Covering all General Employees

Motion (Young/Boggs) to approve Resolution No. 19-05. Voice vote, all approved, motion carried.

Change Order No. 3 for Department of Public Works Facility in the Amount of \$11,581

Public Works Manager Lindstrom said the Change Order includes three items and the Scherer contract included an allowance and there is still allowance available. **Motion (Myrin/Boggs) to approve Change Order No. 3. Roll call vote: Boggs, yes; Shiroda, yes; Young, yes; Myrin, yes. Motion carried.**

2019 Sanitary Sewer Cleaning and Televising Project

DPW Manager Lindstrom said this is being done in accordance with the DNR NON Notice and is in line with CMOM. The 2019 budget for this was \$30,000. He contacted WALCOMET to partner on the project to create a bigger project that would likely draw more bidders. WALCOMET will administer the project at no cost to the City only to include direct fees incurred for the City. Northern Pipe, Inc. was the low bidder.

Motion (Myrin/Boggs) to engage in project with WALCOMET in an amount not to exceed \$30,000. Roll call vote: Boggs, yes; Shiroda, yes; Young, yes; Myrin, yes. Motion carried.

ADJOURN

Motion (Shiroda/Boggs) to adjourn at 6:45 p.m. Voice vote, all approved, motion carried.

Cairie L. Virrueta
City Clerk

Approved 6/3/19