
**CITY OF ELKHORN COMMON COUNCIL
MEETING MINUTES
June 17, 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 Kelly Nickels, 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, Recreation Director Karl Sorvick, other interested persons

PUBLIC COMMENT

None.

CONSENT AGENDA

Motion (McClory/Shiroda) to approve the minutes of the June 3, 2019 Common Council; June 3, 2019 Human Resources; June 10, 2019 Financial & Judicial; June 10, 2019 Municipal Services & Utilities meetings. Voice vote, all approved, motion carried.

BILLS PAYABLE

Motion (Shiroda/Dunwiddie) to approve the City and Utility Bills in the amount of \$2,447,524.77 (Check numbers 159575-159783). Roll call vote: Boggs, yes; Shiroda, yes; Young, yes; Dunwiddie, yes; McClory, yes; Myrin, yes. Motion carried.

REPORT OF CITY OFFICERS

MAYOR'S REPORT

Jeff Voss Request for Approval to Create an Elks Club

Jeff Voss said he needs City permission to create an Elks Club. He provided information to the Council on the services the club provides to the community. Alderman McClory asked if the permission can be revoked later; yes, it can. ***Motion (McClory/Dunwiddie) to allow the Elks Club to have a charter in Elkhorn. Voice vote, all approved, motion carried.***

2020 Census Proclamation

Mayor Reynolds read the proclamation.

CITY ADMINISTRATOR'S REPORT

Administrator Tapson said the RFPs for I&I Mitigation Engineering Services have been sent out. One firm told him they are too busy; however, others have contacted him with interest in the project.

LIAISON COMMITTEE MEETING REPORTS

COMMITTEE REPORTS

HUMAN RESOURCES

Possible action on recommendation to advertise and fill Engineering Technician position

Alderman Myrin said the committee recommended moving forward. ***Motion (Myrin/Shiroda) to advertise and fill the Civil Engineering Technician position. Roll call vote: Boggs, yes; Shiroda, yes; Young, yes; Dunwiddie, yes; McClory, yes; Myrin, yes. Motion carried.***

Discussion and possible action on recommended changes to Donated Medical Leave Bank Program

Alderman Myrin said one of the changes is for an employee to qualify to use the donated bank he/she has to contribute 16 hours into their personal bank each year. ***Motion (Myrin/McClory) to approve changes as presented to the Donated Medical Leave Bank Program. Voice vote, all approved, motion carried.***

FINANCIAL AND JUDICIAL

All items from this committee are under New Business.

MUNICIPAL SERVICES & UTILITIES

Continued discussion regarding Sump Pump Ordinance updates

The committee continues discussion on updating the ordinance.

UNFINISHED BUSINESS

City Hall Design Services: Approval of Kehoe-Henry Contract

The City Attorney had a chance to look it over and approved it to sign. ***Motion (Myrin/Young) to approve the Kehoe-Henry Contract for City Hall Design Services. Roll call vote: Boggs, yes; Shiroda, yes; Young, yes; Dunwiddie, yes; McClory, yes; Myrin, yes. Motion carried.***

NEW BUSINESS

Resolution 19-06 A Resolution to Adopt Revised Capital Improvement Planning Guidelines

Alderman McClory said the CIP needed some minor tweaks and best practices added. ***Motion (McClory/Shiroda) to approve Resolution No. 19-06. Voice vote, all approved, motion carried.***

Resolution 19-07 A Resolution to Adopt Revision to Financial Management Policies and Standards of Performance

Motion (McClory/Myrin) to approve Resolution 19-07. Voice vote, all approved, motion carried.

Resolution 19-08 A Resolution to Adopt Revised Vehicle/Equipment Replacement Plan

Motion (McClory/Dunwiddie) to approve Resolution 19-08. Voice vote, all approved, motion carried.

Employee Group Health Insurance Renewal: Approval of contract with EDU Fidelity Security

Alderman McClory said the City received three submittals and this one offers the overall best package. ***Motion (McClory/Myrin) to approve EDU Fidelity Security for the City's employee group health insurance. Roll call vote: Boggs, yes; Shiroda, yes; Young, yes; Dunwiddie, yes; McClory, yes; Myrin, yes. Motion carried.***

ADJOURN TO CLOSED SESSION

Motion (Dunwiddie/Young) to adjourn to closed session pursuant to §19.85(1)(c) "Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercise responsibility." Voice vote, all approved, motion carried. Adjourned to closed session at 5:56 p.m.

RECONVENE IN OPEN SESSION

Reconvened in open session at 6:10 p.m.

ADJOURN

Motion (Myrin/Boggs) to adjourn at 6:11 p.m. Voice vote, all approved, motion carried.

Cairie L. Virrueta
City Clerk

Approved 7/1/19