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**CITY OF ELKHORN COMMON COUNCIL  
MEETING MINUTES  
December 2, 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, Frank Boggs, Karel Young, Tom Myrin, Ron Dunwiddie, Scott McClory; Absent: Tim Shiroda

Others present: City Administrator James Heilman, Attorney Ward Phillips, City Clerk Cairie Virrueta, Police Chief Joel Christensen, Utility Director John Murphy, DPW Manager Matthew Lindstrom, Fire Chief Rod Smith, Recreation Director Karl Sorvick, Library Director Lisa Selje, Colleen Boggs

**PUBLIC COMMENT**

None.

**CONSENT AGENDA**

***Motion (Dunwiddie/Young) to approve the Council Meeting Minutes: November 18, 2019 and Temporary Fermented Malt Beverage License for Walworth County Agricultural Society for Walworth County Fairgrounds' Rock the Barns Concerts: January 11, 2020, 5-11 p.m., February 1, 2020, 5-11 p.m., March 7, 2020, 5-11 p.m., and March 14, 2020, 5-11 p.m.. Voice vote, all approved, motion carried.***

**REPORT OF CITY OFFICERS**

**MAYOR'S REPORT**

No report.

**CITY ADMINISTRATOR'S REPORT**

No report.

**COMMITTEE REPORTS**

**COMMITTEE OF THE WHOLE**

**Recommendation to sell personalized bricks for Babe Mann Park fundraising efforts**

***Motion (Boggs/Dunwiddie) to recommend allowing the Recreation Director to sell bricks as a fundraiser for Babe Mann Park. Voice vote, all approved, motion carried.*** Alderman McClory stressed the need for strong marketing to get the information out to the public.

**Recommendation to renew banking services with Associated Bank**

***Motion (Dunwiddie/Boggs) to recommend continuing banking services with Associated Bank. Voice vote, Alderman McClory abstained from the vote, rest approved, motion carried.***

**Recommendation to approve Kapur Proposal for Survey Services for future municipal building, eliminating Fee Determination**

***Motion (McClory/Dunwiddie) to recommend approval of the Kapur Proposal for Survey Services eliminating the Fee Determination. Roll call vote: Boggs, yes; McClory, yes; Myrin, yes; Young, yes. Motion carried.***

**NEW BUSINESS**

**HVAC Maintenance Agreement with Westenn**

DPW Manager Lindstrom said he received one proposal and it was advertised in the paper and on the City's website. ***Motion (McClory/Boggs) to continue three year agreement with Westenn.*** Prices went up and are now hourly instead of a lump sum. Mayor Reynolds said the agreement would be different with

the new City Hall. Administrator Heilman said the Fire Department uses the boiler at City Hall so maintenance will need to continue until that is changed. Mayor Reynolds recommended signing only for 2020 and putting more effort into getting quotes next year. ***Alderman McClory/Boggs retracted their motion. Motion (Young/Dunwiddie) to go with Westenn for HVAC Maintenance for one year. Roll call vote: Boggs, yes; McClory, no; Myrin, yes; Young, yes. Motion carried.*** Alderman McClory felt the City should enter into the three year agreement.

**Resolution No. 19-14 A Resolution Establishing Wages and Salaries for Part-time, Limited Term and Seasonal Employees, and Providing Uniform Allowance for Certain General Full-time Employees**

Some wages increased and the uniform allowance stayed the same. ***Motion (Boggs/McClory) to approve Resolution 19-14. Roll call vote: Boggs, yes; McClory, yes; Myrin, yes; Young, yes. Motion carried.***

**ADJOURN**

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

Cairie L. Virrueta  
City Clerk

**Approved 12/16/19**