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**CITY OF ELKHORN COMMON COUNCIL  
MEETING MINUTES  
January 6, 2020  
COUNCIL CHAMBERS, 9 S. BROAD ST., ELKHORN, WI 53121**

The Common Council meeting was called to order by Council President Scott McClory at 5:30 p.m. in the Council Chambers followed by the Pledge of Allegiance.

**ROLL CALL**

Present: Aldermen Tim Shiroda, Frank Boggs, Karel Young, Tom Myrin, Ron Dunwiddie, Scott McClory;

Absent: Mayor Howie Reynolds

Others present: City Administrator James Heilman, Attorney Ward Phillips, City Clerk Cairie Virrueta, Police Chief Joel Christensen, DPW Manager Matthew Lindstrom, Fire Chief Rod Smith, Recreation Director Karl Sorvick, other interested persons

**PUBLIC COMMENT**

None.

**COUNCIL MINUTES**

***Motion (Dunwiddie/Boggs) to approve the minutes of the December 16, 2019 Common Council meeting. Voice vote, all approved, motion carried.***

**REPORT OF CITY OFFICERS**

**MAYOR'S REPORT**

In the Mayor's absence, Council President Scott McClory was filling in and conducted the meeting.

**Oath of Office for new Patrolman Nicholas Pupp**

City Attorney Phillips gave Nicholas Pupp his oath and the Council welcomed him.

**CITY ADMINISTRATOR'S REPORT**

Administrator Heilman said WE Energies will be doing gas main improvements and the information has been given to those affected as well as put on the City's website.

The Babe Mann Park Shelter will not be taking reservations this year as it will be torn down. Recreation Director Sorvick will send out a news "blast" letting people know about this.

**COMMITTEE REPORTS**

**LEGISLATIVE & REGULATORY**

**Demerit Point Assessment for Bernie's Pub and Grill**

Alderman Young asked Chief Christensen to explain. Chief Christensen said during the yearly renewal check the police officer discovered that the bartender and only employee on the premise was not licensed to serve. She received a citation and the City issued 75 demerit points against Bernie's Pub and Grill, as outlined in the City's ordinance. Council President McClory asked why the establishment was not also cited as they allowed someone to serve without a license. City Attorney Phillips will look into it.

**NEW BUSINESS**

**Resolution 20-01 Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing**

Administrator Heilman said this is a standard resolution to allow the project to continue timely before the loan has been obtained. ***Motion (Dunwiddie/Young) to approve Resolution 20-01. Roll call vote: Boggs, yes; Shiroda, yes; Young, yes; Dunwiddie, yes; McClory, yes; Myrin, yes. Motion carried.***

**Architectural/Engineering Services for Babe Mann Park Shelter**

Administrator Heilman said no state plans are required but the City's Building Inspector wants an architect's stamp on the plans. He asked Kehoe Henry to put it together as it is not a large project. The plans still need to go to the Park & Recreation Advisory Board. ***Motion (Boggs/Shiroda) to approve Kehoe***

**& Henry Architects for Architectural and Engineering Services for Babe Mann Park Shelter. Roll call vote: Boggs, yes; Shiroda, yes; Young, yes; Dunwiddie, yes; McClory, yes; Myrin, yes. Motion carried.** Council President McClory asked when the current shelter would be demolished. Bill Henry said it is scheduled to be knocked down after July 4<sup>th</sup> and the new shelter should be completed by the end of 2020. Administrator Heilman asked if it could be done sooner. He will meet with Henry to work on getting the schedule moved up. DPW Manager Lindstrom pointed out there are two options with additional fees for Option A. Administrator Heilman said one option meets the budget and the other may need additional consideration.

**Change Order for Department of Public Works Building**

DPW Manager Lindstrom said this is Change Order #6 and it is a deduct to the remaining balance and reimburses the City. **Motion (Myrin/Shiroda) to approve Change Order #6 in the amount of -\$8,651.06 (a negative amount.) Roll call vote: Boggs, yes; Shiroda, yes; Young, yes; Dunwiddie, yes; McClory, yes; Myrin, yes. Motion carried.**

**Discussion on Signage Additions for Commerce/Tasch Drive**

Administrator Heilman said GPS was telling people they could turn left, however DPW Manager Lindstrom got that changed. However, it is felt additional signage is needed to address returning to Highway 67 as well as Interstate 43. The City is looking at additional signs to add to help direct drivers.

**ADJOURN**

**Motion (Dunwiddie/Boggs) to adjourn at 5:53 p.m. Voice vote, all approved, motion carried.**

Cairie L. Virrueta  
City Clerk

**Approved 01/20/20**