
**CITY OF ELKHORN COMMON COUNCIL
MEETING MINUTES
February 17, 2020
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, Ron Dunwiddie, Scott McClory

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, Library Director Lisa Selje, Bill Henry, Kellen Olshefski, other interested persons

PUBLIC COMMENT

None.

COUNCIL MINUTES

Motion (McClory/Boggs) to approve the minutes of the February 3, 2020 Common Council meeting.

Voice vote, all approved, motion carried.

BILLS PAYABLE

Motion (Dunwiddie/Young) to approve the City and Utility Bills in the amount of \$4,887,836.92 (Check numbers 161464-161636). Roll call vote: Boggs, yes; Shiroda, yes; Young, yes; Dunwiddie, yes; McClory, yes; Myrin, yes. Motion carried.

REPORT OF CITY OFFICERS

MAYOR'S REPORT

Appointments

Motion (McClory/Myrin) to appoint Katie James to the Library Board and Rick Geaslen to the Plan Commission. Voice vote, all approved, motion carried.

CITY ADMINISTRATOR'S REPORT

Administrator Heilman said while the Bills Payable seems like a high amount, it also included payments to taxing jurisdictions from property taxes collected and payment of the electric bill, which averages \$800,000 to 1,000,000. Reports were handed out to the Council for the I&I discussion at the COW meeting next Monday.

LIAISON COMMITTEE MEETING REPORTS

Fire Advisory Board – the committee discussed the referendum

Library Board – the board approved a 2020-2023 Strategic Plan

Chamber – none

Recreation Advisory Board – none

Fire/EMS Steering – the committee is putting together the schedule for the referendum

UNFINISHED BUSINESS

Decision on option for Babe Mann Park

Bill Henry provided samples of designs and pricings of other park shelters. He said the base bid would be the shelter with alternates for additional features to maximize the funds available if it is within budget. Alderman Myrin asked why the shelter includes a concessions area. Recreation Director Sorvick said it is for future programs at the park, as it will be utilized more after the upgrades. ***Motion***

(McClory/Dunwiddie) to go for the best plan for the park shelter while staying within budget. Voice vote, all approved, motion carried.

Kehoe-Henry & Associates Inc Contract – Babe Mann Park Shelter

Bill Henry said it is a percentage based contract. ***Motion (McClory/Boggs) to approve the Kehoe-Henry & Associates Inc contract for Babe Mann Park Shelter in an amount not to exceed \$34,000 (\$28,000 plus the percentage as specified in contract). Roll call vote: Boggs, yes; Shiroda, yes; Young, yes; Dunwiddie, yes; McClory, yes; Myrin, yes. Motion carried.***

Kapur & Associates – Survey for Babe Mann Park

DPW Manager Lindstrom said Bill Henry sent information to Kapur for survey work needed. This includes the entire park and the bike path. Alderman Shiroda asked if this was included in the \$350,000 for Babe Mann Park, some of it is as not all the work is just for the shelter improvements. ***Motion (Boggs/Myrin) to approve Kapur & Associates for the Babe Mann Park survey in the amount of \$7,925. Roll call vote: Boggs, yes; Shiroda, yes; Young, yes; Dunwiddie, yes; McClory, yes; Myrin, yes. Motion carried.***

Ordinance No. 20-01 to Amend Chapter 5.17 regarding Open Burning (Second Reading)

Work on this ordinance began last fall and after City Attorney recommendations, the changes are ready for final approval. ***Motion (Dunwiddie/Young) to approve Ordinance No. 20-01. Voice vote, all approved, motion carried.*** The drop off times for grass clippings and brush will be expanding this spring.

NEW BUSINESS

EEDA Grant Program Addition

The EEDA proposed a program where a portion of the rent for commercial property is paid for 6 months to encourage use of empty buildings. There is no additional cost to the City for the program but it would allow the EEDA to use some of the \$50,000 the City gave this year towards the new program. ***Motion (Myrin/Boggs) to approve the EEDA's rental payment program. Voice vote, all approved, motion carried.***

Authorization to store Tank at former Public Works Property

Jim Boardman asked if the tank could be stored at the old DPW property, as a few obstacles have delayed setting it up in Veteran's Park and it needs to be removed by the end of March. It would be in the enclosed yard area. ***Motion (Dunwiddie/Boggs) to approve storing the tank in the former DPW yard. Voice vote, all approved, motion carried.***

Lease of Ice Cream Machine for Sunset Park Pool

Recreation Director Sorvick said this would be a lease with an option to buy. A new machine costs \$12,000. He said the pool does not make a lot of money on ice cream bars and a staff member would be going to Sam's Club to buy them. An ice cream machine would most likely show a profit in the first year. It is a two-year lease and paid in June and July when sales take place. Administrator Heilman said it was not budgeted to buy a machine and the revenue generated would cover the leasing of it. The machine has a 5-year warranty. Mayor Reynolds recommended buying a machine rather than renting. ***Motion (Myrin/Boggs) to recommend buying an ice cream machine for Sunset Park Pool.*** Alderman McClory asked if the cost is the same to lease versus buying. It costs a little more to lease it. ***Roll call vote: Boggs, yes; Shiroda, yes; Young, yes; Dunwiddie, yes; McClory, yes; Myrin, yes. Motion carried.***

ADJOURN TO CLOSED SESSION

Motion (McClory/Young) to adjourn to closed session pursuant to Wisconsin Statue 19.85(1)(g) "Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to

become involved” regarding Claims Committee Recommendation on Claim filed, City vs. CMD Partners, and New Beginnings Court filing. Voice vote, all approved, motion carried. Adjourned to closed session at 6:13 p.m. City Attorney Phillips left during Closed Session.

RECONVENE IN OPEN SESSION

Reconvened in open session at 6:50 p.m. The Council choose to remain status quo on litigation the City is currently engaged in.

ADJOURN

Motion (Boggs/Shiroda) to adjourn at 6:51 p.m. Voice vote, all approved, motion carried.

Cairie L. Virrueta
City Clerk

Approved 03/02/20