
CITY OF ELKHORN COMMON COUNCIL
MEETING MINUTES
December 4, 2023
COUNCIL CHAMBERS, 311 SEYMOUR CT., ELKHORN, WI 53121

The Common Council meeting was called to order by Mayor Lechner at 5:30 p.m. in the Council Chambers, followed by the Pledge of Allegiance.

ROLL CALL

Present: Mayor Bruce Lechner, Aldermen Tim Shiroda, Ron Dunwiddie, Scott McClory, Ken Meinel, Karel Young. Absent: Alderman Gary Lee Payson Jr.

Others present: City Administrator Adam Swann, Attorney Ward Phillips, City Clerk Lacey Reynolds, Police Chief Joel Christensen, Director of Public Works Matthew Lindstrom, Fire Chief Rod Smith, Recreation Director Karl Sorvick, Finance Director Corrie Daly, Utility Field Office Coordinator Dawn Gall, Water Superintendent Tim Boss, Deputy City Clerk Rebeca Perez, Attorney Michael J. Fitzsimmons, other interested persons.

PUBLIC COMMENT

None.

CONSENT AGENDA

Motion (Dunwiddie/Shiroda) to approve the Common Council Meeting Minutes for November 20, 2023. Voice vote, all approved, motion carried.

REPORT OF CITY OFFICERS

MAYOR'S REPORT – Mayor Lechner thanked city staff for helping with the Christmas parade and the chamber for a great event.

Swearing in of Temporary Municipal Judge Michael J. Fitzsimmons. City Attorney Phillips swore in Municipal Judge Michael J. Fitzsimmons.

CITY ADMINISTRATOR'S REPORT – Administrator Swann shared the former Holton Band factory sold and Window Well Experts plan to occupy the space. The DNR and DHS are still working on the remediation investigation of the property. The DNR, new owner and City staff will meet regarding the property. The new credit card processing service company for tax payments informed the city there will be additional fees. City staff has chosen not to offer this payment option this year. Swann thanked DPW for decorating the city and for helping with the parade. Recreation Director Sorvick announced the pet mayor election is now open.

PRESENTATION

Brian Roemer, Municipal Advisor, Ehlers & Associates, Inc. gave an update regarding the water utility conventional rate case application with the Public Service Commission. Roemer shared Ehlers recommends agreeing with the PSC's findings of a 24% adjustment.

NEW BUSINESS

Discussion and possible decision regarding Public Service Commission revenue requirement for Water Fund (as part of rate case application). *Motion (Shiroda/Dunwiddie) to move forward with the recommendation from Ehlers regarding the PSC revenue requirement for the water fund. Roll call vote: Shiroda, yes; Dunwiddie, yes; McClory, yes; Meinel, yes; Young, yes. Motion carried.*

Discussion and possible decision regarding proposed Resolution 23-29: A Resolution Establishing Wages for Part-Time, Limited Term and Seasonal Employees in 2024, and Providing Uniform Allowance for Certain General Full-Time Employees in 2024. Information was missing from the document. This item will be updated and moved to the December 18, 2023 council agenda.

Discussion and possible decision regarding proposed Resolution 23-30: A Resolution Amending Resolution 23-27 (Adopting the 2024 Municipal Budget and Levy for Taxes Payable in 2024). Administrator Swann informed the Council when using prior unused levy, the resolution needs to specifically state the information and Resolution 23-27 did not include those specifications. *Motion (Dunwiddie/Young) to approve Resolution 23-30: A Resolution Amending Resolution 23-27 (Adopting the 2024 Municipal Budget and Levy for Taxes Payable in 2024). Roll call vote: Dunwiddie, yes; Young, yes; Meinel, yes; McClory, yes; Shiroda, yes. Motion carried.*

Discussion and possible decision regarding amended 2024-2028 Capital Improvement Plan. Administrator Swann shared the amended CIP shows \$466,000 in debt has been removed. *Motion (McClory/Young) to approve the amended 2024-2028 Capital Improvement Plan. Roll call vote: McClory, yes; Young, yes; Shiroda, yes; Dunwiddie, yes; Meinel, yes. Motion carried.*

Discussion and possible decision regarding changing the age limit for child dependents on City's employee health and dental plan. Administrator Swann shared the plan currently covers dependents up to age 27. State and Federal guidance is to cover dependents up to the age of 26. *Motion (Shiroda/Dunwiddie) to change the age limit to age 26 effective 01/01/2024 and allow dependents already on the plan to be covered through 06/30/2024. Roll call vote: Shiroda, yes; Dunwiddie, yes; McClory, yes; Young, yes; Meinel, yes. Motion carried.*

Discussion and possible decision regarding Addendum No. 2 between Foth Infrastructure & Environment, LLC and City for design, bidding, construction, and loan administration services for 2023 S. Wright St. Partial Reconstruction Project. Administrator Swann informed the Council these updates were requested by the DNR. *Motion (McClory/Young) to approve addendum no. 2 between Foth Infrastructure & Environment, LLC and the City for design, bidding, construction, and loan administration services for the 2023 S. Wright St. Partial Reconstruction Project. Roll call vote: McClory, yes; Young, yes; Dunwiddie, yes; Shiroda, yes; Meinel, yes. Motion carried.*

Discussion and possible decision regarding Addendum No. 2 between Foth Infrastructure & Environment, LLC and City for design, bidding, construction, and loan administration services for 2023 Centralia St. Reconstruction Project – Phase 1. *Motion (Meinel/Dunwiddie) to approve addendum no. 2 between Foth Infrastructure & Environment, LLC and the City for design, bidding, construction, and loan administration services for the 2023 Centralia St. Reconstruction Project – Phase 1. Roll call vote: Meinel, yes; Dunwiddie, yes; Young, yes; McClory, yes; Shiroda, yes. Motion carried.*

ADJOURN

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

Lacey L. Reynolds

City Clerk

Approved 12.18.23