



**CITY OF ELKHORN
COMMON COUNCIL MEETING AGENDA**

March 4, 2024 - 5:30 p.m.

Council Chambers, City Administration Offices, 311 Seymour Ct., Elkhorn, Wisconsin

- 1) **Call to Order**
- 2) **Pledge of Allegiance**
- 3) **Roll Call**
- 4) **Public Comment** *Public comments are limited to three minutes each. The public may speak on any item of City concern whether or not the topic is included on this agenda. However, if the topic does not pertain to an item listed on the Council agenda, the Council is not permitted to address or discuss the matter during this meeting. Under open meeting laws, the Council must notice an item on the agenda to allow discussion on that matter. If Council is not permitted to discuss your concerns, your comments will be considered and may be placed on a future agenda for further discussion.*
- 5) **Consent Agenda** *(One motion & a second will approve all of the following items listed. Any item may be pulled from the list and handled separately.)*
 - a) Common Council Meeting Minutes February 19, 2024
 - b) Temporary Class "B" Beer license for the Elkhorn Area Chamber of Commerce, Trivial Blarney at 101 N. Wisconsin St. on March 16, 2024; 5:00 to 10:00 pm.
 - c) Temporary Class "B" Beer licenses for the Walworth County Agricultural Society at the Walworth County Fairgrounds, Rodeos. See attached list of event dates and times.
- 6) **Report of City Officers**
 - a) Mayor
 - b) City Administrator
- 7) **Presentation**
 - a) Taylor Smith, Board Chair, Walworth County Food and Diaper Bank;
Tammy Dunn, Executive Director, Walworth County Food and Diaper Bank
 - i) Overview of services
 - ii) Plans for new facility in business park
- 8) **Unfinished Business**
 - a) Motion to take the following items off the table
 - i) Discussion and possible decision regarding MOU with St. Patrick's Parish to fund the installation of a Safe Haven Baby Box at the Elkhorn Fire Department
(1) Proposed Resolution 24-08: A Resolution Approving Memorandum of Understanding between City of Elkhorn and St. Patrick's Parish regarding Installation and Sponsorship of Safe Haven Baby Box
 - ii) Discussion and possible decision regarding contract with Safe Haven Baby Boxes, Inc. for installation and maintenance of a Safe Haven Baby Box at the Elkhorn Fire Department
 - iii) Discussion and possible decision regarding proposed Ordinance No. 24-02: An Ordinance Allowing the Operation of All-Terrain Vehicles (ATVs) and Utility Terrain Vehicles (UTVs) on City of Elkhorn Streets *(first and possible second reading)*
 - iv) Discussion and possible decision regarding bids for 2024 NEWTP Water and Sewer Extension Project
- 9) **New Business**

- a) Discussion and possible decision regarding execution of a contract with Visu-Sewer, LLC for the 2024 Sewer Rehabilitation Project in the amount of \$1,549,867.50
- b) Discussion and possible decision regarding execution of a contract with Applied Technologies for the 2024 Sewer Rehabilitation Project in the amount of \$118,480.00
- c) Discussion and possible decision regarding execution of a contract with Willkomm Excavating for the 2024 E Centralia St Phase II Reconstruction Project
- d) Discussion and possible decision regarding execution of a contract with Kapur to provide construction engineering services for the 2024 E Centralia St Phase II Reconstruction Project in the amount of \$209,436.00
- e) Discussion and possible decision regarding execution of a contract with Payne and Dolan for the STH 67 Bypass Lane Construction Project in the amount of \$156,956.56
- f) Discussion and possible decision regarding execution of a contract with Kapur to provide construction engineering services for the STH 67 Bypass Lane Construction Project in the amount of \$13,478.00
- g) Discussion and possible decision regarding recommendation from Parks & Recreation Advisory Board to amend Recreation Department's 2024 budget to increase number of kids in before/after school program
- h) Discussion and possible decision regarding issuance of request for proposals for building inspection services
- i) Discussion and possible decision regarding conditional use permit for Dunkin Donuts and Mobil Gas Station located at 195 Commerce Dr.

10) Adjourn into Closed Session

- a) Pursuant to Wisconsin Statute 19.85(1)(c) a closed session to consider the employment, promotion, compensation or performance evaluation of data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
 - i) Discussion regarding contract with Assistant Chief Trent Eichmann to serve as interim fire chief

11) Reconvene in Open Session for possible action on Closed Session item

12) Adjourn

DATED at Elkhorn, Wisconsin, this 1st day of March 2024

Lacey L. Reynolds, City Clerk

Should you have any questions or comments regarding any items on this agenda, please contact the City Clerk's office at (262) 723-2219. Upon reasonable notice to the City Clerk, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services.