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**CITY OF ELKHORN COMMON COUNCIL**  
**MEETING MINUTES**  
**March 18, 2024**  
**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, Alderpersons Tim Shiroda, Gary Lee Payson Jr., Ron Dunwiddie, Scott McClory, Karel Young. Absent: Ken Meinel.

Others present: City Administrator Adam Swann, Attorney Ward Phillips, City Clerk Lacey Reynolds, Police Chief Joel Christensen, Director of Public Works Matthew Lindstrom, Interim Fire Chief Trent Eichmann, Finance Director Corrie Daly, Library Director Chad Robinson, Utility Field Office Coordinator Dawn Gall, Water Superintendent Tim Boss, City Engineer Mike Timmers, Chris Clapper, Katie James, members of Girl Scout Troop 7256 and other interested persons.

**PUBLIC COMMENT**

None.

**CONSENT AGENDA**

*Motion (Dunwiddie/Payson Jr.) to approve the Legislative & Regulatory and Common Council meeting minutes from March 4, 2024. Voice vote, all approved, motion carried.*

**BILLS PAYABLE**

*Motion (Shiroda/Payson Jr.) to approve the City and Utility Bills in the amount of \$2,532,906.43. Roll call vote: Shiroda, yes; Payson Jr., yes, Dunwiddie, yes; McClory, yes; Young, yes. Motion carried.*

**PRESENTATION** by Charlotte James, Cadette Girl Scout, Troop 7256 regarding the “Welcome to Elkhorn” sign project.

**REPORT OF CITY OFFICERS**

**MAYOR’S REPORT** – Mayor Lechner announced in-person absentee voting hours for the City of Elkhorn voters.

**CITY ADMINISTRATOR’S REPORT** – Administrator Swann reminded residents signs need to be installed before ATV’s/UTV’s can be driven on City streets. The RFP for building inspection services will be available starting tomorrow and are due April 9<sup>th</sup>. The City is accepting letters of interest for anyone interested in serving on the Historic Preservation Commission until March 29<sup>th</sup> at noon.

**REPORTS OF CITY BOARDS AND COMMUNITY PARTNERS**

Fire Advisory Board – will meet next month.

Library Board – Library Director Robinson announced the library cohosted the EASD board candidate forum with the Rotary Club. The event was well attended and the library was happy to be part of the event.

Recreation Advisory Board – Alderperson Payson Jr. announced there may be a meeting in April, but it is not finalized yet.

Chamber of Commerce – Chris Clapper announced the annual chamber golf outing will be in May, as well as the Spring Food truck festival. The Geiger group will be in the area in July.

Community Grant Writer – Katie James announced 3.3 million dollars in funding was approved for the City’s safe drinking water. Over the last month James has worked with Chief Eichmann and applied for \$167,000 in funding to assist the Fire Department. James is also working with Public Works Director Lindstrom and the City engineer on project funding.

## **COMMITTEE REPORTS**

### **Legislative and Regulatory**

Discussion and possible decision on appeal for Isabella Schuch regarding denial of an operator/bartender license. *Motion (Dunwiddie/Payson Jr.) for the applicant to reapply and submit a new complete application. Voice vote, all approved, motion carried.*

Recommendation regarding request for outdoor seating at Ricky's Place Restaurant LLC, 1 N. Lincoln St. Alderperson Dunwiddie reported the committee directed City staff to send the information onto the zoning department and plan commission for review and possible action.

## **NEW BUSINESS**

Discussion and possible decision regarding Resolution 24-09: A Resolution Supporting the Implementation of Stormwater Quality Improvements at Elkhorn Lake within Babe Mann Park. Director of Public Works Lindstrom informed the Council the City became an MS4 community about 7 years ago due to population size and the status requires a separate municipal stormwater system to reduce pollutants. Director Lindstrom, Grant Writer James and Kapur have been working on a 50/50 matching grant for this future project. *Motion (McClory/Young) to approve Resolution 24-09: A Resolution Supporting the Implementation of Stormwater Quality Improvements at Elkhorn Lake within Babe Mann Park. Roll call vote: McClory, yes; Young, yes; Shiroda, yes; Payson Jr., yes; Dunwiddie, yes. Motion carried.*

Discussion and possible decision regarding incorporating segments of sidewalk into the WisDOT STH 11 project from Church St to Cobb Rd. Director Lindstrom reviewed various sections of roadway and the needs for each area. Discussion took place and Council requested City staff reach out to the school district and fairgrounds regarding their interest in investing in future projects.

Discussion and possible decision regarding DOT recommendation for leading pedestrian intervals, no right turn on red for the following signalized intersections; Court St. & Wisconsin St., Walworth St. & Wisconsin St. and Geneva St. & Lincoln St. Director Lindstrom and Police Chief Christensen shared concerns and are not in favor of this recommendation from DOT. Christensen requested more information from the DOT. Alderpersons Payson Jr. and McClory also shared concerns. No action taken.

Discussion and possible decision re orientation activities for new alderman and mayor. Discussion took place regarding training for new members and current members. Council directed staff to set up training for any members who want to attend.

Discussion and possible decision regarding adding Council meeting on April 15, 2024 prior to organizational meeting on April 16, 2024. Discussion took place and council members asked to keep the current scheduled meeting on April 16, 2024.

## **ADJOURN TO CLOSED SESSION**

*Motion (Payson Jr./Dunwiddie) to adjourn to closed session.*

*Closed Session: The Common Council may entertain a motion to go into CLOSED SESSION pursuant to Wisconsin Statutes Section 19.85(1)(c) 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. Discussion regarding contract with Assistant Chief Trent Eichmann to serve as interim fire chief.*

*Closed Session: The Common Council may entertain a motion to go into CLOSED SESSION pursuant to Wisconsin Statutes Section 19.85(1)(d) for the purpose of considering strategy for crime detection or prevention.*

*Closed Session: The Common Council may entertain a motion to go into CLOSED SESSION pursuant to Wisconsin Statutes Section 19.85(1)(e) for the purpose of deliberating or negotiating an offer to purchase public property, Lot 74 (Tax Key YA 386200001).*

*Closed Session: The Common Council may entertain a motion to go into CLOSED SESSION pursuant to Wisconsin Statutes Section 19.85(1)(g) for the purpose of 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.*

*Voice vote, all approved, motion carried. Adjourned to closed session at 6:21 p.m.*

### **RECONVENE IN OPEN SESSION**

Reconvened in open session at 6:54 pm. The Common Council shall RECONVENE INTO OPEN SESSION reserving the right to take action on the matters discussed in CLOSED SESSION and to move to the remaining meeting agenda(s) as posted.

Discussion and possible decision regarding contract with Assistant Chief Trent Eichmann to serve as interim fire chief. *Motion (McClory/Young) to execute the contract with Assistant Chief Trent Eichmann to serve as interim fire chief. Roll call vote: McClory, yes; Young, yes; Dunwiddie, yes; Payson Jr., yes; Shiroda, yes. Motion carried.*

Discussion and possible decision regarding strategy for crime detection or prevention. Council directed City staff to work towards resolving any issues.

Discussion and possible decision regarding offer to purchase public property - Lot 74 (Tax Key YA 386200001). *Motion (Payson Jr./Dunwiddie) to accept the offer for Lot 74 (Tax Key YA 386200001). Roll call vote: Payson Jr., yes; Dunwiddie, yes; McClory, yes; Shiroda, yes; Young, yes. Motion carried.*

Discussion and possible decision regarding enforcement of development agreement (and amendments) with E&M Elkhorn, LLC for Tasch Land. Council advised City staff to work with the landowner.

### **ADJOURN**

*Motion (Payson Jr./Young) to adjourn at 6:56 p.m. Voice vote, all approved, motion carried.*

Lacey L. Reynolds

City Clerk

Approved 04.03.24