



**CITY OF ELKHORN  
COMMON COUNCIL ORGANIZATIONAL MEETING AGENDA**

**Tuesday, April 16, 2024 ~ 5:30 p.m.**

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

- 1) **Call to Order**
- 2) **Pledge of Allegiance**
- 3) **Swearing in of Mayor Tim Shiroda, Alderpersons Ron Dunwiddie, Scott McClory, K.L. Harkness and Municipal Judge Lori Domino**
- 4) **Roll Call**
- 5) **Council Reorganization**
  - a) Election: Council President
  - b) Official City Newspaper: Elkhorn Independent
  - c) Resolution 24-10: Designating Depositories and Authorizing Withdrawal of City Monies
  - d) Mayoral Appointments
    - i) City Attorney (interim): Pruitt, Ekes, & Geary, S.C.
    - ii) Council Committees
      - (1) Financial & Judicial: Gary Lee Payson, Jr. – Chair, Scott McClory, Ken Meinel
      - (2) Municipal Services & Utilities: Ken Meinel – Chair, Kurt Harkness, New Alderperson for Ward 1
      - (3) Public Safety: Ron Dunwiddie - Chair, Kurt Harkness, Gary Lee Payson, Jr.
      - (4) Human Resources: Scott McClory – Chair, Ron Dunwiddie, Gary Lee Payson Jr.
      - (5) Legislative & Regulatory: Ron Dunwiddie - Chair, Scott McClory, New Alderperson for Ward 1
    - iii) Boards, Commissions & Liaisons
      - (1) Planning Commission
        - (a) Members: Jason Hunter and James Boardman
        - (b) Liaison: Ken Meinel
      - (2) Library
        - (a) Member: Robert Kennedy (City of Elkhorn)
        - (b) Liaison: New Alderperson District 1
      - (3) Fire Advisory Board
        - (a) Liaison: Kurt Hartness
      - (4) Board of Review
        - (a) Member: Sarah Larsen
        - (b) Alternate Member: Ken Gaudreau
- 6) **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.*
- 7) **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) Council Meeting Minutes from April 3, 2024

- b) Special use permit for Wilson Farm Meats at Wilson’s Whistlestop – 20<sup>th</sup> Anniversary Celebration; June 1, 2024 from 11:00 am to 3:00 pm
  - c) Pay Request No. 7 from Rock Road Companies for the 2023 E. Centralia Street Reconstruction project in the amount of \$94,128.53
- 8) **Bills Payable**
- a) Consideration and recommendation to pay
- 9) **Report of City Officers**
- a) Mayor
    - i) Proclamation – May Mental Health Month
    - ii) Recognition of Alderperson Karel Young for 6 years of dedicated service to the City of Elkhorn
    - iii) Swearing in of Interim Municipal Court Clerk Lacey L. Reynolds
  - b) City Administrator
- 10) **Reports of City Boards and Community Partners**
- a) Fire Advisory
  - b) Library
  - c) Recreation Advisory
  - d) Chamber of Commerce
  - e) Community Grant Writer
- 11) **Unfinished Business**
- a) Discussion and possible decision regarding Ordinance No. 24-03: an ordinance to rezone tax key parcel YVSE00001A, located at the intersection of County Hwy H and E Geneva St from B-2 to M-1 (*second reading*)
- 12) **New Business**
- a) Discussion and possible decision regarding execution of Contract Change Order No. 5 for the E. Centralia Street Reconstruction project in the amount of \$1,450.00
  - b) Discussion and possible decision regarding proposed contract addendum no. 2 with Foth Infrastructure and Environment, LLC to provide loan application and loan administration services for Clean Water Fund and Safe Drinking Water Fund loans for Centralia Reconstruction Project (Phase 2)
  - c) Discussion and possible decision regarding proposed amendment to listing contract between City and Anderson Commercial Group, LLC
  - d) Discussion and possible decision regarding process for reviewing proposals received in response to City’s RFP for building-inspection services
  - e) Discussion and possible decision regarding process for filling vacant alderman seat for District 1
  - f) Discussion and possible decision regarding process for appointing new city attorney
- 13) **Adjourn into Closed Session**
- a) Closed Session: The Common Council may entertain a motion to go into CLOSED SESSION pursuant to Wisconsin Statutes Section 19.85(1)(e) to deliberate on offers to purchase public property.
    - i) Lot 72 (Tax Key YA 396900001)
  - b) 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—and pursuant to 19.85(1)(f)—to consider financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against

specific persons which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.

i) Review of findings from investigation ordered by Council on January 3, 2024

**14) Reconvene in Open Session** for possible action on Closed Session items

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

a) Discussion and possible decision regarding offer to purchase public property

i) Lot 72 (Tax Key YA 396900001)

b) Discussion and possible decision regarding findings from investigation ordered by Council on January 3, 2024

**15) Adjourn**

DATED at Elkhorn, Wisconsin, this 12th day of April 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.