



**CITY OF ELKHORN
COMMON COUNCIL MEETING AGENDA**

April 15, 2019 ~ 5:30 p.m.

Council Chambers, City Hall, 9 S. Broad St., Elkhorn, Wisconsin

- 1) **Call to Order**
- 2) **Pledge of Allegiance**
- 3) **Roll Call**
- 4) **Public Comment** *Although the public may speak on any item that is not included on this agenda as a "Public Hearing or Forum", the Council may not respond or discuss the issue brought forward at this time. In accordance with open meeting laws the Council must notice an item on the agenda to allow discussion on that matter. Your comments will be considered and may be placed on a future agenda for further discussion.*
- 1) **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: April 1, 2019; Committee Meeting Minutes: Public Safety April 1, 2019; Committee of the Whole April 8, 2019
 - b) Temporary Class B Fermented Malt Beverage License for Elkhorn Area Firefighter Association's Street Dance, June 15, 2019 3pm-12am, Agent: Steve Flasch
- 2) **Bills Payable**
 - Consideration and recommendation to pay
- 3) **Report of City Officers**
 - a) Mayor
 - b) City Administrator
- 4) **Report on Liaison Committee Meetings**
 - a) Fire Advisory Board
 - b) Library Board
 - c) Recreation Advisory Board
 - d) Chamber
- 5) **Committee Reports**
 - a) Public Safety
 - Recommendation to Approve Beekeeping License for Sheila Eckliff, 1202 Meadowlark Lane
 - Discussion on Increasing Beekeeping License Fee to \$100
 - b) Committee of the Whole
 - Discussion Regarding Replacement Pool Mat at Bottom of Kiddie Slide
- 6) **New Business**
 - a) City Hall Relocation: Selection of Design Services Consultant
 - Consideration of and possible action on recommendation to engage design services firm
- 7) **Adjourn into Closed Session**
 - a) 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."
 - Disputed Claim against City for contract services

DATED at Elkhorn, Wisconsin, this 12th day of April 2019

Cairie L. Virrueta, City Clerk

Should you have any questions or comments regarding any items on this agenda, please contact the City Clerk's office at 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.

CITY OF ELKHORN COMMON COUNCIL
MEETING MINUTES
April 1, 2019
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, Scott McClory, Tom Myrin, Absent: Ron Dunwiddie; Absent: Junior Council Members Alex Johnson, Megan Degner
Others present: Attorney Ward Phillips, Finance Director James Heilman, City Clerk Cairie Virrueta, Police Chief Joel Christensen, Utility Director John Murphy, DPW Manager Matthew Lindstrom, Fire Chief Rod Smith, Recreation Director Karl Sorvick, Library Director Lisa Selje, City Engineer Greg Calhoun, Chris Clapper, Jesus Sandoval, other interested persons

PUBLIC COMMENT

None.

CONSENT AGENDA

Motion (Shiroda/Young) to approve the minutes of the March 18, 2019 Common Council and March 19, 2019 Legislative & Regulatory, March 25, 2019 Committee of the Whole meetings. Voice vote, all approved, motion carried.

REPORT OF CITY OFFICERS

MAYOR'S REPORT

Appointment of Jon Anzalone to Recreation Advisory Board

Mayor Reynolds said having a member on the advisory board who works for the school district makes a lot of sense. ***Motion (Boggs/Young) to approve appointing Jon Anzalone to the Recreation Advisory Board. Voice vote, all approved, motion carried.***

COMMITTEE REPORTS

LEGISLATIVE & REGULATORY

Recommendation to Approve Provisional "Class A" Liquor/Class "A" Fermented Malt Beverage License for America's Liquor LLC, Agent: Jesus Sandoval

Alderman Young said staff and the committee had no issues with the application. ***Motion (McClory/Myrin) to approve the provisional license. Voice vote, all approved, motion carried.***

COMMITTEE OF THE WHOLE

Support of EMS Pursuing ALS/Paramedic Licensing

Motion (Myrin/Young) to approve pursuing ALS/Paramedic Licensing. Voice vote, all approved, motion carried.

NEW BUSINESS

12' Easement for WE Energies for Dahlberg Property (YA440400002)

Utility Director Murphy said this is at the Cobb Road treatment plant so that Dahlberg's property can access the gas main. A 12' easement is the normal size needed. Alderman McClory asked if the Dahlberg's are paying for this, they are. Attorney Phillips reviewed the paperwork and it is fine. Utility Director Murphy said he received a letter from WE Energies saying they will serve the property even though the City is closer. ***Motion (Shiroda/Young) to approve the 12' Easement for WE Energies for the Dahlberg Property. Voice vote, all approved, motion carried.***

Recreation Department Request to Offer Lifeguard Certification Class

Recreation Director Sorvick said the department has been in desperate need of lifeguards. He felt offering the lifeguard certification class, which has never been done before, will help get more interest. Mayor Reynolds asked who would teach the class; a current City employee and lifeguard. Director Sorvick said he is looking to get concession workers to sign up. Alderman McClory asked is Sorvick was concerned with not meeting the threshold to hold the class; no, as he is offering the class to anyone interested. Alderman McClory asked how it would be paid for as it is not in the budget; six people are needed to break even and if there are less than that the class will not be held. Sorvick plans to offer an incentive to those who take the class and work for the City. **Motion (Boggs/Shiroda) to approve the Lifeguard Certification Class. Roll call vote: Boggs, yes; Shiroda, yes; McClory, yes; Myrin, yes; Young, yes. All approved, motion carried.**

ADJOURN

Motion (Young/Boggs) to adjourn at 6:44 p.m. Voice vote, all approved, motion carried.

Cairie L. Virrueta
City Clerk

UNAPPROVED

CITY OF ELKHORN
Committee of the Whole Minutes
Common Council Chambers, 9 S. Broad Street, Elkhorn, Wisconsin

April 8, 2019

The Committee of the Whole meeting was called to order by Mayor Reynolds at 5:00 p.m.

Roll Call

Present: Mayor Howie Reynolds, Aldermen Tim Shiroda, Frank Boggs, Ron Dunwiddie (arrived late), Karel Young, Scott McClory, Tom Myrin; Junior Council Members: Alex Johnson, Absent: Megan Degner
Others present: City Administrator Sam Tapson, Finance Director James Heilman, City Clerk Cairie Virrueta, DPW Operations Manager Matthew Lindstrom, Recreation Director Karl Sorvick

Sunset Pool: Replacement Pool Mat at the Bottom on the Kiddie Slide

DPW Manager Lindstrom said the pool mat had tears at the end of last season and it will not make it this year. He obtained to prices for the 10'x10' mat from Carrico and Neumann Pools and they were competitive. Carrico was lower at \$8,792. Alderman McClory questioned why a pool mat was so expensive. DPW Lindstrom the mat included delivery and installation, which needs to be done before the pool is filled as an adhesive is used. There is no warranty on the mat. Rec Director Sorvick said Carrico is widely used and trusted company. After discussion, DPW Manager Lindstrom was instructed to obtain more prices for the mat to bring to the Council meeting.

Municipal Code Section 13.4.040 – Mandatory Sump Pump Connection: Discussion regarding difficulties administering enforcement of Code provisions and possible amendments

Administrator Tapson said this has been discussed in the past and the language in the ordinance makes it difficult to manage effectively. DPW Lindstrom said the language regarding feasibility to connect is vague as to what is considered feasible and who pays to connect. Administrator Tapson said the MSU committee needs to look at it again.

Motion (Dunwiddie/Young) to adjourn to Closed Session Pursuant to Wisconsin Statute 19.85(1)(e) "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session" regarding contract deliberations. Adjourned at 5:32 p.m.

Cairie L. Virrueta
City Clerk

CITY OF ELKHORN
Public Safety Committee Minutes
First Floor Conference Room, City Hall, 9 S. Broad St., Elkhorn, Wisconsin

April 1, 2019

Public Safety Committee was called to order at 4:30 p.m. by Alderman McClory followed by roll call.

Roll Call

Present: Aldermen Scott McClory, Karel Young, Frank Boggs

Also Present: Mayor Howie Reynolds, City Clerk Cairie Virrueta, Police Chief Joel Christensen, Sheila Eckliff and guest

Consider Application for Beekeeping for Sheila Eckliff, 1202 Meadowlark Lane

City Clerk Virrueta said Zoning Administrator Schaeffer reviewed the paperwork and visited the property and it looks good. After the resident sets up the beekeeping equipment, she will return to view the yard and verify it conforms to the City's ordinance. ***Motion (Boggs/Young) to recommend approval of a beekeeping license for Sheila Eckliff at 1202 Meadowlark Lane.*** The City ordinance limits the number of hives to two total. Neighbors to the property signed paperwork that they approved the beehives. If a new neighbor moves in and objects to the beehives, Eckliff will have to remove them. ***Voice vote, all approved, motion carried.*** The committee was unsure if this needs Common Council approval. City Clerk Virrueta said the fee for a beekeeping license is \$75; however, the Zoning Administrator charges \$100 for the two site visits. The committee agreed that the fee should be raised. It will go on the next Council meeting agenda.

Adjournment

Motion (Boggs/Young) to adjourn at 4:45 p.m. Voice vote, all approved, motion carried.

Cairie L. Virrueta
City Clerk



COUNCIL MEETING

Date: April 15, 2019
Agenda Item: Sunset Pool | Replacement Pool Mat at bottom of Kiddie Slide
Prepared by: Karl Sorvick, Recreation Director
To: Common Council Meeting

Summary:

Per the request of council at the Committee of the Whole meeting on Monday, April 8th we have reached out to additional companies for replacement of the 10'x10' pool mat. The original two quotes are as follows:

- Carrico Aquatics = \$8,792.00
- Neumann Pools Inc. = \$8,818.28

In total we have reached out to 6 additional options for pool mat replacement quotes. Two of which do not have capability for this type of service and recommended either Neumann Pools or Badger Pools. Badger Pools was contacted and we were given a service window of 4-5 weeks which would make the completion of this project mid to late May. Badger and the 2 remaining options were hopeful to send replacement quotes by Monday, April 15th. Also, additional efforts were made to reach out to neighboring recreation departments for their recommendation for pool service providers. The consensus of these departments were to recommend Carrico Aquatics and/or Neumann Pools.

Recommendation to Council:

Authorize a budget adjustment for procurement and installation of a pool replacement mat.